

# Property Project Framework Policy

Approval by: Diocesan Council

Last updated 03.11.18

## Context

The consideration and ordering of property projects is significant to the achievement of Synod policy objectives and the Diocesan Vision. The object of the Synod is to provide for “the life and growth and the order and good government” of the Anglican Church. As the “governing body for the management of the affairs of the Diocese”, the Synod is to make decisions to proceed, defer, or reject property projects

(Quotes from *Constitution of the Diocese of Adelaide*, sections 7 and 8 respectively).

## 1. Scope of Policy

This policy applies to any significant property project proposal from any source, where ‘significant’ means a proposal with a value in excess of the amount fixed by Diocesan Council under section 85 of the *Parochial Administration Ordinance*.

It is, when applied with regards to the following decision makers:

- advisory to the Bishop when exercising power under the *Parochial Administration Ordinance* section 83(1) (also known as a Faculty) or the *Cathedral Ordinance* sections 29 and 30.
- advisory to Diocesan Council when exercising power under the:
  - *Constitution of the Diocese of Adelaide* section 9(1)(d)-(f)
  - *Parochial Administration Ordinance*: section 85A(1) with respect to agreeing to act as Guarantor and making loans to a Parish; section 77 with regard to leasing; section 80 with regard to sale or transfer.
  - *Cathedral Ordinance* sections 31, 33, and 35.
- binding on an Officer or Committee of the Synod exercising any delegated power from Diocesan Council

## 2. Policy Principles

- All assets should yield a maximum dividend, either missional or financial, or both.
- The factors which inform a decision made regarding a property project must be transparent, to ensure equity of treatment and accountability for decision makers.
- Decision making with regards to prioritising property projects includes discernment and confirmation elements, and as such is subject to collective responsibility.

## 3. Property Project Status

The process of tracking property projects will use the following to describe status:

- *Proposed* prior to being considered by a decision maker
- *Pending* when approved by a decision maker, but not yet Current

- *Current* when the substantive activity of implementation of an approved property project has commenced.
- *Deferred* when a proposed project has been considered by a decision maker and it was not approved or rejected.
- *Rejected* when a proposed project has been considered by a decision maker and it was rejected.

When a decision maker is considering a proposed project, they may:

- Approve it, after which the project will become Pending
- Reject it, after which the project will lapse. It may not be Proposed again in its current form.
- Defer it, which is the default for projects considered but not approved or rejected. It may be again submitted, with or without amendment, at which time it will become Proposed.

#### **4. Consideration of Proposed Projects**

A proposal for a significant property project must not be approved unless the decision maker is satisfied that the following matters have been appropriately addressed:

- a) the proposed project will enhance or enable the realisation of a Mission Action Plan
- b) the proposed project is complementary to the realisation of the Diocesan Vision
- c) that the proposed project will consume resources proportionate to the expected outcome
- d) the effect of the proposed project on Pending and Current projects, with reference to the priority recommendation provided by the Multicriteria Analysis Tool
- e) appropriate demographic and other data has been considered

#### **5. Ordering of Pending Projects**

The Secretary of Synod will advise Diocesan Council of the optimal order in which Pending projects will be implemented, and report on the basis for that ordering with reference to:

- a) the availability of required resources
- b) guidance provided by decision makers
- c) the order recommended by the Multicriteria Analysis Tool

#### **6. Multicriteria Analysis Tool**

A Multicriteria Analysis (MCA) Tool will be used to integrate information and provide a recommendation for project ordering. The information to be used in order to create the Primary scenario is as prescribed here. Secondary scenarios may also be generated to support the decision maker.

Diocesan Council delegates to the Property, Finance & Resources Committee power to add, remove, and modify the criterion elements and weighting in the Multicriteria Analysis Tool.

MCA parameters table is located at the end of this document.

## **7. Administration**

The Secretary of Synod will provide procedures and systems for the submission and consideration of property project proposals, the Multicriteria Analysis Tool, and the tracking and reporting of approved property projects.

## **8. Relevant Legislation**

- Constitution of the Diocese of Adelaide
- Parochial Administration Ordinance 1985
- Cathedral Ordinance 2013

**Project Framework Multicriteria Analysis parameters for the Scenario: Existing Parish Trust Property or Sites used predominately for ministry**

Criteria Name	Data Source	Description	Range	Score	Weight
Significance	Site Significance Multicriteria Analysis as defined in this policy	<i>A measure of the significance of the site using multiple criteria.</i>	Significance MCA score	0 - 1	20%
Projected Population Change	Department of Planning Transport and Infrastructure, DataSA	<i>The projected change in population within a 700m radius of the site.</i>	<-0.5% - 0.0%	0	10%
			0.1% - 0.9%	0.4	
			1.0% - 1.9%	0.8	
			2.0% or greater	1	
Policy Points	Project Proposal and Diocesan Office	<i>An accumulating score for alignment with policy objectives. Used as an indirect measure of 'missional' return on investment</i>	Growth in Discipleship	+0.2	20%
			Leadership development	+0.2	
			Flourishing Churches	+0.2	
			Innovation & Advocacy	+0.2	
			Anglicare SA connection	+0.2	
			Anglican School connection	+0.2	
Maximum score	1				
Financial Return	Project Proposal and Diocesan Office	<i>The Net Present Value (NPV) of the project cash flows over 10 years.</i>	PFRC to advise parameters		20%
Synod Resources Required	Diocesan Office	<i>The time, people, capital and knowledge/skills all required of the Synod in order to undertake the project</i>	PFRC to advise parameters		20%
Proximity to Other Sites	Diocesan Office, scaled GIS heatmap density value	<i>Weighting of the geographical distribution and density of sites. Lower is better.</i>	0 - 1	0 - 1	10%

**Site Significance Multicriteria Analysis Parameters**

Criteria Name	Data Source	Description	Range	Score	Weight
Traffic Volume	Department of Planning Transport and Infrastructure, DataSA	<i>Average vehicles per day</i>	0-500	0.2	15%
			501-2000	0.4	
			2001-10000	0.6	
			10001-20000	0.8	
			20001-50000	1.0	

Height Above Average	Diocesan Office	<i>The point of highest elevation of the building (if any) is at least twice that of the average surrounding buildings</i>	Yes	1	10%
			No	0	
Distance to Urban Core	Urban Core Zoning or equivalent as defined by applicable Local Government Development Plan	<i>Within 10 minute walk from urban core</i>	Yes	1	10%
			No	0	
Floor area of Main Worship Space	Diocesan Office	<i>Main worship space is the consecrated space used for regular public services</i>	Small	< 200m2	15%
			Medium	201 – 499m2	
Site Size	Lands Titles Office	<i>Total area (m2) of the largest contiguous site, or adjacent sites</i>	Large	>500m2	10%
			< 1,000	0	
			1,000 – 2,499	0.2	
			2,500 – 4,999	0.4	
			5,000 – 7,499	0.6	
			7,500 – 9,999	0.8	
> 10,000	1.0				
Community Access	Department of Planning Transport and Infrastructure, DataSA	<i>Number of public transport stops or stations within 500m radius</i>	0	0	10%
			2	0.33	
			4	0.66	
			6 or more	1.00	
Population	Australian Bureau of Statistics, DataSA	<i>Absolute 2016 census population by SA1 within a 700m radius.</i>	1-199	0.2	10%
			200-399	0.4	
			400-599	0.6	
			600-799	0.8	
			800 or greater	1.0	
Naming of Localities	LocationSA	<i>Are there localities (streets, squares, parks, suburbs) within a 1km radius named for or after the church?</i>	Yes	1	10%
			No	0	
State Heritage Place	State Heritage Register, Department of Environment, Water and Natural Resources	<i>Is it a State Heritage Place, or in a State Heritage Area?</i>	Yes	1	10%
			No	0	