



# Appendix Three:

## Glossary of Terms

Use this table to check the meaning of the terms used through this workbook or that might be used in the context of discussions the workbook facilitates.

| Term  | Meaning  |
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| <b>Property for Mission</b>                                 | <p>Mission purposes are the reasons for the Church having property, both funds and real estate.</p> <p>Once mission commitments have been established, property requirements can be identified to serve those purposes.</p>  |
| <b>Beneficial Use</b>                                       | <p>The convention by which Uniting Church property is allocated to Church bodies. (See Reg 4.4.1)</p> <p>This term is used in the Synod of Victoria and Tasmania. Other Synods use different terms, but describe similar conventions.</p>  |
| <b>Beneficial User</b>                                      | <p>The body, council or institution of the Church that has been designated the 'beneficial user' and has been entrusted by the whole church with benefit of using these properties for the sole purpose of engaging in Christ's mission. (See the <i>Basis of Union</i>, para 3, 4.)</p> <p>The 'beneficial user' has primary but not sole stewardship responsibilities, and holds such responsibilities for 'beneficial use' within the mutual accountability of the Church's interconciliar polity.</p>  |
| <b>Mission Principles</b>                                   | <p>Seven statements about Christian mission, giving expression to the Synod's understanding of God's mission. As part of its task to advise the Synod on a vision and plans for the future, the Major Strategic Review (MSR) developed a vision statement and associated mission principles. The Synod Standing Committee (SSC) affirmed in June 2015 the use of the vision and mission principles by the MSR and to share more widely within the Church. The mission principles seek to capture God's big purposes for the loved creation and the mission of the Church within those purposes. They are a tool or a framework for discussions by councils and groups within the Church to help stimulate imagination and raise questions about the practice of mission. A copy of the Mission Principles, together with a Guide for Reflection and assessment of engagement in Mission can be found in 'Appendix Six' of this Workbook.</p> |
| <b>Mission Motivated Development (MMD) – ten principles</b> | <p>Having discerned God's call and sending into mission, and given expression to this vocation in a Mission Plan... MMD means intentionally aligning property development so that it is</p> <ul style="list-style-type: none"> <li>■ Congruent and consistent with the Church's calling and purposes</li> <li>■ To bear witness to the Christ</li> <li>■ In a particular place,</li> <li>■ With a particular people</li> <li>■ At a particular time...</li> </ul> <p>In a faithful expression of the Church sent to service God's mission in the world, for all the world.</p> <p>[<i>Understanding the Practice of Mission Motivated Development</i>, 2nd Edition, 2013.]</p> <p>10 Principles provide criteria for determining the extent to which any property development proposal is mission motivated.</p>   |

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| <b>Mission commitments</b>             | <p>Each congregation or agency of the UCA will have particular ways of talking about their particular calling into God's mission. An article included in the Appendix of this workbook provides a recent 'high level' summary and guide to reflection.</p> <p>For the purposes of this workbook, 'mission commitments refers to the following:</p> <ul style="list-style-type: none"> <li>■ Dreams and visions – hoped for opportunities to connect with particular people or groups in life changing ways</li> <li>■ Planned initiatives – events, activities or programs that have been included in the Church Council mission plan or agency Board's strategic plan, which have scheduled start-up dates and for which resource provision has been prepared for</li> <li>■ Continuing commitments – to known people or groups through past events, activities and programs that will continue into the foreseeable future.</li> </ul> |
| <b>Spaces and Places</b>               | <p>Spaces and places refers to all elements of a real estate property. Real estate (property) includes land and buildings. Both interior and exterior areas are 'spaces and places' where relationships are formed and nourished through mission shaped events, activities and programs. In particular, spaces and places refers to the specific style, type and design of the interior and exterior of property according to mission commitments.</p>   |
| <b>Governance protocols</b>            | <p>The arrangements adopted by the Synod, the Synod Standing Committee or Property Board for oversight of property related projects. The <i>UCA Regulations</i> (Section 4) in respect to property, by which the polity of the Church is made operational.</p>   |
| <b>ASP</b>                             | <p>The Asset Strategy Program – the purpose of which is set in the Introduction and an appendix of this workbook.</p>  |
| <b>ASP Task Group</b>                  | <p>A specific group, working to a Terms of Reference adopted by the Church Council(s) of the Church community, recruited and appointed by the Church Council and Presbytery. The Terms of Reference are included in the Appendices of this workbook.</p>   |
| <b>Form 2B Business Case</b>           | <p>A stage of the Synod Property Board's formal Property Application process. This stage includes a Property for Mission assessment in addition to one of two levels of financial scrutiny of any property proposal that is the subject of the application.</p> <p>Project Business case is a rationale to support any PMEP proposal, comprising:</p> <ul style="list-style-type: none"> <li>■ Mission purposes and objectives</li> <li>■ Commercial return (relevant to the risk profile identified)</li> <li>■ Management (capacity and capability)</li> <li>■ Financial feasibility in terms of external bankability / funding being achievable</li> <li>■ Timing</li> <li>■ Risk management (relevant to the risk profile identified and matched with applicable mitigation strategies acceptable to the Church.)</li> </ul>   |
| <b>Property Advisory</b>               | <p>A specialist advisory company consulting to the Synod's Property Services Expertise available through a Property Advisory may include valuation, planning, permissions, finances, architecture, development finance, etc.</p>   |
| <b>Property User</b>                   | <p>Any agency or body other than the beneficial user who has access to and use of some or all of the Church property.</p> <p>The workbook identifies three categories of property user:</p> <ul style="list-style-type: none"> <li>■ Missional</li> <li>■ Partner</li> <li>■ Commercial</li> </ul>   |
| <b>Property for Mission assessment</b> | <p>Assessment of a given property in respect to its contribution of the mission commitments of the Church, based on title, location, design, fitness for purpose, alternative property options, capacity for refurbishment or redevelopment, Church Council, Presbytery and agency considerations. Section Five of this workbook provides a set of criteria.</p>   |

| Term                               | Meaning  |
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| <b>Property audit</b>              | A check of all relevant details pertaining to each Church property under consideration of the beneficial user(s). Section Three of this workbook provides a guide to data collection. This will include provision of copies of all current leases, licences, MoU's, and any other type of property use documentation.  |
| <b>Reporting Pages</b>             | <p>These pages are located in the Workbook, and in separate file for use as an 'e' response on the Property Services website.</p> <p>Reporting Pages are provided as templates for recording the information (data) gathered in each of the five inquiries included in the <i>Property for Mission Workbook</i>.</p>   |
| <b>Project Control Group (PCG)</b> | An essential element of the governance protocols, a PCG is a group variously consisting of Property Services staff, Advisory personnel, Property Board members, and local Church Council or beneficial user representatives. A PCG oversees every aspect of the program delivery for an ASP or Form 2B Business Case, including scope of works, schedule or program, finance and budget, project management reports.   |
| <b>Alternative mission use</b>     | In the process of regional strategic scenario planning (see above), Church properties may be considered in respect to property retention, sale, acquisition requirements, and development. Regulation 4:11:10 – <i>Alternative Missional Use</i> , together with BOMAR Mission Policy Committee " <i>Policy for Synod of Victoria and Tasmania Process for implementing UCA Regulation 4.11.10 Regarding Alternative Missional Use</i> " will apply as the process by which a property's status as surplus, excess to requirements or under-utilised is determined.  |
| <b>Highest and best use</b>        | <p>There are two ways in which this term might be used:</p> <ol style="list-style-type: none"> <li>1. <b>Mission purposes</b> – will ultimately determine what the 'highest and best use' of a property is, since all Church property is for use in engaging the mission purposes discerned and agreed by the various Councils of the Church; <p>However, so that mission purposes are maximized there will be a necessary priority for mission purposes to be discerned and determined in any case where mission purposes and commercial return are under competing priority.</p> </li> <li>2. <b>Commercial return</b> – will also be referred to as 'highest and best use' at times. In this case, the user is referring to the options for applying various forms of financing to achieve the best possible financial return on the value of the property. <p>However, the purposes driving commercial / financial return are always mission purposes as determined by the congregation's Church Council together with the presbytery, or institutions together with the Synod. According to the <i>Constitution and Regulations</i>, these are the Councils of the Church with primary responsibility for:</p> <ul style="list-style-type: none"> <li>- the local and regional 'worship, witness and service' (mission) of the Church, in the case of congregations;</li> <li>- and responsibility for oversight of the institutions of the Church, in the case of Institutions of the Church.</li> </ul> </li> </ol> |