



Appendix Two:

Property for Mission Workbook: Further information to assist working through the each of the six inquiries

Inquiry One – Mission Commitments and Activities Overview

The Task Group, and various councils of the Church will reference all elements of the eventual asset strategy plan and property applications back to Reporting Page R1.

Three simple questions that might help to focus and guide the Task Group's thinking about the call to God's mission are:

- a. To whom have we been called and sent?
- b. What is the life changing opportunity God helps us to see in these relationships?
- c. What do we need to engage opportunities arising through such relationships, so that all experience God's life changing grace?

God's mission is not only about seeing the here and now, but also about seeing beyond what we know and that which is predicable. Thus, the Task Group is encouraged to consider mission in respect to three broad 'time' categories:

- a. Dreams and Visions - that keep us looking beyond the present and the known, the predictable.
- b. Planned Initiatives - activities recently included in the Church community's mission plan, which you are working towards launching between now and the next 3 years
- c. Continuing commitments – the people and activities we are currently committed to have planned to continue into the near future at least.

Understanding each of the four columns

- A. 'Priority' –

this column is for indicating by use of a number the priority attached to engaging each mission dream and vision, commitment, or planned initiatives. Number 1 recorded in this column represents the highest priority, and so forth.

- B. "Mission Commitments – dreams and visions, planned initiatives and continuing commitments"

These summary statements will be in the words decided by the Task Group. They will reflect the congregation(s) and Church Council(s) interpretation of God's mission, in the local context.

- C. Start-up indicator

This information is very useful at the point of considering staging of any refurbishment or development project.

For example: a proposed development project might involve 2 or more distinct stages. Current and continuing mission commitments will require spaces and places from the outset. So property space considerations or works might be delayed until alternative arrangements can be made. However, planned mission commitments will not require spaces and places immediately, and therefore property space considerations or works required for them might be able to start immediately.

D. Typical Mission activities

Events, activities and programs usually require a place, a property of some sort. Often these activities and programs establish a particular presence in the neighbourhood or region. The place becomes known to local people by the programs and relationships that occur there. Eventually, the good news story is associated with the place.

Mission events, activities and programs are ways by which Christians share the good news of Jesus Christ, and engage the other elements of God's mission you have identified in the first column.

Examples of mission events, activities and programs

Examples might include a list such as:

- Worship – allow for a range of traditions, styles, gathering spaces, furniture, equipment and group sizes
- Education, formation, discipleship – small groups, training, prayer groups
- Community services – material aid and emergency relief, people helping activities, community meals, early childhood education and related services, aged and elderly care services, health and well-being services, café, internet and social media small groups
- Justice and peace-making – small groups, displays, presentations

R1		Mission Commitments and Activities Overview		
The below reflects mission commitments supported by the Church community, and encourages further consideration of mission initiatives in response to continuing discernment of God's calling and sending the community. Start Up Indicator Categories are: (GREEN) Current and continuing; (AMBER) Planned to commence in next 3 years; and (BLUE) Hoped for opportunity likely to commence 3 or more years from now.				
	Priority	Church Community Mission Commitments	Start Up indicator	Typical Mission events, activities, and programs requiring property 
	1	Worship		2 weekly services, 1 weekly messy church, 1 meditation, 1 experimental service
	5	Playgroup		5 groups, half day per group, total 3 days per week
	2	Study groups		4 study groups, 5 times per year, 3 weeks per cycle.
	4	Material aid cooking class		6 weekly programs
	7	Regular dance program		2 after school sessions on each of 3 afternoons per week, total 6 times per week
	6	UnitingCare agency (co-located)		Material aid for emergency relief, open 5 mornings per week
	3	Church Administration and pastoral care		Office activity, pastoral conversations, prayer, people helping

If additional space is required please make a copy of this Reporting page and continue to complete the record.

Inquiry Two – Property Requirements – Spaces and Places

Examples of Spaces and Places

Examples might include a list such as:

- If the activity is worship, an auditorium or worship centre, kitchen access, foyer, narthex, spaces for special furniture, musical instrument and AV equipment storage, car parking might be required.
- If the activity is a playgroup, a functional early childhood room, age appropriate toilet, equipment store, kitchen and garden access, as well as safe car parking or a drop off & pick up zone might be required.
- If the activity is a Study group, a room with access to IT and data projection / AV aids materials store and toilets and kitchen or lounge might be required.
- If the activity is a material aid cooking class, a teaching-kitchen, pantry, toilets and washrooms might be required, as well as car parking.
- If the activity is a regular dance and exercise program, a hall, toilets and washroom, kitchen, equipment store and lounge area might be required, as well as a car park.
- If a UnitingCare agency is colocated with the congregation(s), an office and administration area, secure meetings rooms and toilets, file and data store, a kitchen and drop off zone might be required.
- If the activity is church administration, an office, storage space, IT access and communications area

For the completed record, a lot of specific detail is not necessary. Refine the listings by deleting detail that you think might be included in building codes. *For example:* railings required for children, toilets for use by children in a Kinder or designated Playground area, or Disabled Vehicle Access are all covered in specific building codes categorised by activities.

Property Requirements – Spaces and Places		R2
Mission Commitments (from R1)	People & frequency	Spaces and Places Required 
Worship	100 adults, 15 children	Auditorium or worship centre, kitchen access, foyer, narthex, spaces for special furniture, musical instruments, and AV storage, car parking.
Playgroup	16 under 5's + 10 adults, 5 times weekly	Early childhood room, age appropriate toilet facilities, equipment storage, kitchen and garden access, car parking with safe drop off and pick up zone.
Study groups	15 adults, 6 times weekly	Meeting room with access to IT, data projection/AV aids and storage, access to kitchen or lounge, access to toilet facilities
Material aid cooking class	8-12 adults, 3 times weekly	Kitchen suitable for teaching, pantry, access to toilet facilities/washrooms and car parking.
Regular dance program	40 adults, 2 times weekly	Hall, access to toilet and kitchen facilities, equipment storage, access to lounge or foyer, car parking
UnitingCare agency (co-located)	1 staff, 6 rostered volunteers, av 50 per week	Office and administration area, secure meeting rooms. Access to toilet and kitchen facilities, storage and car parking.
Church Administration and pastoral care	1 staff and 2 volunteers, 2h per day 5 days/week	Office space for minister/s, meeting rooms, administration space. Access to IT and communications, storage, and kitchen and toilet facilities, one to one meeting spaces

Inquiry Three – Property Audit and User Priority

Title and Agreement / Contract Details

For details of any arrangements or records that the ASP Task Group is unaware of, Property Services can be contacted at property@victas.uca.org.au. Send an email requesting the unknown details and Property Services will respond within 10 working days.

Property User Priority (R3B)

Church Councils often enter into a range of agreements such as leases, licenses and memorandums of understanding to accommodate a great diversity of institutions, organisations and groups.

The *Property for Mission Workbook* provides three categories for determining priority to be accorded to any and all property users.

A – Missional. These are property users whose presence is consistent with and contributing to the mission priorities of the Church. Inclusion of these property users in the ‘spaces and places’ of Church property is strongly supported and should continue into the future. Here we remember that any expression of the Uniting Church is welcome to participate in the use of Church property to the benefit of the mission purposes being engaged. Such use does not infer beneficial use rights, however.

Examples of A could include: any fresh expression initiatives, faith communities associated with the UCA, UnitingCare agencies and UnitingCare programs.

B – Partnership. These are property users, most likely non-UCA organisations, whose presence is also consistent with and contributing to the mission priorities of the Church. However, while they may be considered for inclusion in any future ‘spaces and places’ of church property, it is possible that the partnership could continue in a property that is not a Church property. Also, as a partnership, the agreement to work together may be subject to regular review and change from time to time. Thus, partnerships, while desirable might not be a top priority to include when configuring ‘spaces and places’ in church property.

Examples of B could include: well-being and community services, such as social inclusion programs for aged people, or community services with people who have mental health issues, or organisations investing in early childhood health and well-being. Social entrepreneurship initiatives and social enterprises can also be partners. These may focus on healing, reconciliation and restoration. They might prepare people for employment or assistance into independent living through gaining experience and valuable life and work skills. Some UnitingCare programs might be understood as partnerships with a local Church or regional network.

Churches of traditions other than UCA might also be partners, participating by mutual agreement in shared mission, worship or other activities.

C – Commercial. These are property users whose presence provides the Church with income. They are likely to be small businesses or community organisations involved in educational coaching, dance, martial arts, and arts and crafts. While the relationship may be cordial and a Church member may be involved personally with the business owner or operator, the nature of the relationship between the Church and the commercial body is neither missional nor a partnership. These property users ‘come and go’. Some may be considered as ‘casual’ users.

Examples of C could include: small businesses involved in educational coaching, dance, martial arts, arts and crafts groups, groups referred by the Local Government Authority. Or a group wanting a ‘one-off’ hall hire for an event. Churches of traditions other than UCA might also be commercial users of buildings, not entering into mutual agreements to share in worship, mission or other activities.

Helpful Hints: Preparing to use Reporting Page R3B

- Draw up a three column page.
- Label the columns:
 - User name
 - User activity
 - User priority

- Begin by making a list of all property users in the left hand column.
- Add the type of activity in the centre column.
- After discussion, allocate a user priority – A, B or C – on the basis of the categories and criteria above.
- Allow for discussion to settle one an appropriate category. Some property users may meet various criteria in more than one category.
- When the Task Group has reached agreement as to the priority to be allocated to each user, complete the Reporting Page.

Property User Priority

R3B

Complete the following to establish the priority to be given to property users when considering the Spaces and Places allocation of church property.

Priority categories are: (A) Missional; (B) Partner; (C) Commercial

Group/Organisation Name	Building Use Agreement Type (Lease, Licence, MOU, Hall Hire)	Summary of Activity	Priority Category (A/B/C)	
UnitingCare agency	MOU	Kindergarten (pre-school aged children)	B	
Footprints	Licence	Dance company (primary aged children)	C	
Holy Light Church	Lease	Church of independent tradition	C	
UnitingCare agency	MOU	Emergency Relief program assisted by local church members	A	

Reporting Pages

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If additional space is required please make a copy of this Reporting page and continue to complete the record.

Inquiry Five – Property for Mission Assessment

Understanding the Questions

The following table provides the topic and explanation for each of the 12 questions in Reporting Pages R5A and R5B.



Make copies of this table and ensure that all Task Group members have a copy to use during the preparation for and conduct of the discussions outlined in the Inquiry section and Reporting Pages R5A and R5B.

Topic	Question
1. Property assisting mission	<i>Given that the purpose of any particular Church property is to enable worship, witness and service:</i> To what extent will this property play a vital role in the future, assisting the Church community to meet its mission commitments?
2. Location suitability to context	<i>With respect to future mission commitments and activities:</i> To what extent do current indicators confirm that the property is in a strategic location for the future?
3. Strategic regional asset	<i>In respect to attending to the well-being of people and the environment in the area where this property is located:</i> What is the strength of the role that this property could play in the strategic mission commitments and activities of Church?
4. Fit for mission purposes	<i>In respect to type of building, size, configuration and condition:</i> To what extent is the property fit for future worship, witness, and service practiced by the congregation and / or agencies / groups using it?
5. Contribution to Christian story	<i>In respect to being an effective contributor to telling the Christian story through its architecture and position to present and future neighbours:</i> To what extent could this property, continue to contribute in meaningful ways?
6. Extent of use	<i>Given the mission plans for the future:</i> To what extent will this property contribute to be a relevant contributor to engaging mission commitments?
7. Neighbours' understanding	<i>Given the property is located in a particular neighbourhood:</i> What is the strength of the evidence that the neighbouring community want to see it retained as a working property, actively contributing to the life of the neighbourhood?
8. Financial Sustainability	<i>Given that 'beneficial use' includes responsibilities for the maintenance and refurbishment of the property:</i> To what extent are financial plans of the Church body holding beneficial use of the property credible to ensuring the property's sustainability?
9. Capacity for refurbishment & / or redevelopment for Mission	<i>Given that Church property can be redeveloped in a variety of ways:</i> To what extent is the Church property suitable for refurbishment or substantial redevelopment in order to be fit-for-purpose for continuing and new mission commitments?
10. Alternative property or location options	<i>Given that it is possible to imagine a property-less church:</i> If this property were to be sold, what places are there in the area that might be investigated for use by the congregation, agencies and / or groups to develop their ministry & mission activities in the area?
11. Mission partnership options	<i>Given that one of the Synod's priorities is about partnerships:</i> To what extent is the Church Council or agency's board aware of options for new partnerships associated with the use of this property?

Inquiry Six – Our Vision

Explanation

Vision is not about looking back, although lessons learnt from the past might help to orientate our disposition to the present and future. Vision is not the result of stacking up solutions to various problems until a structure appears before us.

Vision takes opportunities and through the use of imagination shapes them into a story. Vision is always a little opaque, poetic and not quite in focus.

Detailed thinking that delivers content and structure follows vision. Someone once put it this way: Faith first (vision); function next (ideas and content); form last (structure). This might be a useful way to orientate ourselves to the visioning activities that follow.