

13.5 DELEGATIONS TO THE DIOCESAN CHIEF EXECUTIVE

1 Purpose of the Policy

To streamline the processes for property transactions.

2 Episcopal Approval

Despite the provisions of clause 2 below, where any proposal relates to:

2.1 changes the fixtures and fittings of a church building;

2.2 a columbarium or memorial garden; or

2.3 changes the accommodation of the clergy;

a separate and specific approval of the Bishop is required.

3 The Policy ¹

The Diocesan Chief Executive (DCE) has delegated authority to:

1.1 approve the following proposals, subject to the concurrent approval of the relevant Parish Council:

1.1.1 a proposal to undertake repairs and maintenance to a building where the cost of the specific work exceeds \$25,000 (excluding GST) or the cost of total maintenance and building in a calendar year on that building exceeds \$50,000 (excluding GST);

1.1.2 a proposal to undertake work on a building listed for heritage purposes that is not reasonably regarded as significant;

1.1.3 a proposal which requires a development application, instrument or other document but which is not regarded as significant work (e.g. signage);

1.1.4 a proposal to lease a property for 3 years or less;

1.1.5 a proposal to enter into a subsequent lease or exercise an option to renew for up to 3 years;

1.1.6 a proposal which is required to be undertaken by law or utility company;

1.1.7 a withdrawal from a temporary trust for property purposes up to \$125,000 as set out by ordinance requiring the approval by the Property Approvals Board.

4 In the absence of the DCE ²

In the absence of the DCE the Chief Operating Officer (COO) is delegated the authority of the DCE with regards to Parish Property Delegations.