



ANGLICAN CHURCH DIOCESE OF SYDNEY

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This was sent via email to all Ministers, Wardens and Parish Councils on 7 April 2011

From the Office of the Diocesan Secretary

Dear Ministers, Wardens and Parish Councils

At its meeting on 28 March 2011 the Standing Committee amended the rules in the Parish Administration Ordinance 2008 by which the wardens are able to grant licences for the use of the real property of the church or parish for purposes not connected with the church or parish (rule 3.12 of Schedule 1 and rule 3.11 of Schedule 2 of the Ordinance).

The latest version of the rules for parish administration, including these amendments, can be found at www.sds.asn.au under "For Wardens & Parish Councillors" then "Parish & Church Administration".

Previously, all licences granted by the wardens required the written approval of the Regional Archdeacon (or the Regional Bishop) and the majority of the parish council. The recent amendments seek to simplify these arrangements by limiting the requirement to obtain these approvals to licences granted by the wardens for the "non-occasional use" of church or parish property. Non-occasional use is defined in the Ordinance to mean the use of a church or other real property on more than 3 occasions in a 12 month period.

This means, for example, that there is no longer a requirement under the Ordinance for the wardens to obtain the approval of the Regional Archdeacon (or the Regional Bishop) and the majority of the parish council before granting a licence to use a church hall for a one-off function such as a birthday party or for a seminar series held on, say, 3 evenings during the year.

The other requirements for the granting of licences by the wardens remain unchanged. These include the various entitlements of the minister to sanction the purposes for which church or parish property is used (rule 3.20(5) of Schedule 1 and rule 3.19(5) of Schedule 2).

It is important to note that our insurers require persons wishing to use the real property of a church or parish for private purposes to hold their own public liability insurance. The Property Trust has negotiated a discounted insurance arrangement with our insurers which enables insurance coverage to be obtained for \$50 per event. Any enquiries concerning this insurance should be directed to the Manager, Insurance Services, Ms Cindy Wong on 9265 1679 or at cpw@sydney.anglican.asn.au.

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