

# Gold Coast North Anglican Parish Profile



## Introduction

The Parish of Gold Coast North (GCNA) is a faith community of approximately 220 people worshipping each week and located within the northern precinct of the City of the Gold Coast which is one of Australia's fastest growing regions with significant new housing developments. For more detail, see the projected population table on page 8.

<https://www.destinationgoldcoast.com>

## Ecclesiology

The churchmanship of the parish could be described as broad-church Anglican with a central churchmanship focus, upholding what is best in Anglo-Catholic and Evangelical traditions. GCNA has a rich diversity which is our strength. Thus, the Anglican maxim of unity in diversity is accurately reflected in the parish. We affirm the authority of the Bible, the present-day ministry of the Holy Spirit, and the leadership of both men and women.

## Strategic Mission Plan

The parish adopted a comprehensive *Strategic Mission Plan* in February 2021 at the Annual Meeting. The Plan includes our vision, mission, and goals for the future. Each of the Goals incorporates detailed Objectives and performance Indicators – *The Preface and Part A of the Strategic Mission Plan is attached.*

### **Vision:**

To know and follow Jesus and reach our God-given potential in Him.

### **Mission:**

To mature as an inclusive, welcoming Christian community: nurturing people, building disciples, and knowing Jesus more deeply.

### **Goals:**

- Goal 1: Worship
- Goal 2: Discipleship
- Goal 3: Outreach
- Goal 4: Governance and Administration

## Worship Centres

### **St James – 41 Brighton Street, Biggera Waters**



St James consists of a church and hall with an adjacent house that no longer meets diocesan standards for clergy and is currently leased as a residence, where the church retains a small office. St James seats 120 people.

Music: Traditional and contemporary.

- 8.30am Sunday Holy Communion 2<sup>nd</sup> and 3<sup>rd</sup> Order, A Prayer Book for Australia (APBA)
- 9.30am Wednesday Holy Communion: 2<sup>nd</sup> Oder APBA
- 5.00pm Friday Evening Prayer: APBA various (Liturgical Assistant led)

### **Holy Rood – 192 Tamborine-Oxenford Rd, Oxenford**

Holy Rood is the longest established site of Christian worship in the parish. Holy Rood Church and Family Centre with seating for 85-90 people and approximately 150 in the hall.



Music: Traditional from *Together in Song*

8.00 am Sunday: Holy Communion 2nd Order  
APBA

### **St Matthews - 142 Billinghurst Crescent, Upper Coomera**



St Matthews was opened in 2015 following a church planting strategy in the Coomera area. The facility is comprised of a worship space/hall with seating for 250 persons and meeting rooms complex. There are long-term plans for a 500-seat church as the next stage of development in cooperation with Coomera Anglican College. Music: Contemporary

10.00am Sunday - Contemporary Holy Communion: 3<sup>rd</sup> Order APBA

### **Social Media**

<https://goldcoastnorth.org.au/>

<https://www.facebook.com/goldcoastnorth>

### **Parish Ministries, initiatives, Activities and Events**

#### **Ministry teams:**

The Parish has been blessed with the active assistance of seven retired clergy. There is also a network of lay leadership including Coordination Teams at each centre, twenty-four small groups, and thirty licensed liturgical assistants.

## Children's Ministry:

The ministry with children at St Matthews and St James is slowly recommencing now that strict COVID-19 restrictions are beginning to ease. Holy Rood conducts a *Mainly Music* program which, due to COVID, is in recess.

## Special Days of Prayer:

Special days of prayer are observed in accord with the *Australian Lectionary* guidelines. Examples of these and other observed prayer occasions are itemized below:

- [A Week of Prayer](#) during Holy Week from Palm Sunday until Holy Saturday incorporating an overnight Prayer Vigil on Maundy Thursday.
- [Memorial Service](#) for the bereaved each November.
- [Quiet Days](#).
- [Commemorative Events](#) – ANZAC Day, Defence Sunday, and Remembrance Day.
- Home Communion and nursing homes.
- [Special Needs](#) (*see following*):



**15 DAYS OF PRAYER**  
**1 JULY - 15 JULY**  
**2021**

Join us for 15 days of prayer as we pray together as a Church.

Use the points listed as a guide in praying for our community, the COVID-19 pandemic, victims of domestic violence, and those that connect with our Church.

**Gold coast North Anglican Church**

**Pray** for our community, the Children, the tired and the less fortunate.

**Pray** for the covid 19 Pandemic, pray for those affected, the families of those affected, and the vulnerable.

**Pray** for the victims of domestic violence and the people that support them.

**Pray** for Gold Coast North Anglican, that we may grow in faith and warmly welcome those who will make this Parish their home.

## Discipleship:

Small groups broadly defined as having a primary focus on:

- Outreach
- Prayer
- Bible Study
- Fellowship or service

## Training Co-ordination:

- Prayer Workshop
- Liturgical Assistant Training (in COVID recess)

## Community Links:

The Parish has links with Coomera Anglican College which is a Prep to Year 12 School located adjacent to St Matthews. <https://www.cac.qld.edu.au/>

We are one of four churches in a “working partnership” at Jubilee Primary School in the suburb of Pacific Pines. <http://www.jubileeprimary.qld.edu.au/Pages/default.aspx>

## Missions:

The parish supports numerous Christian missions with a changing monthly focus. The Mission Committee meets bi-monthly.

## Op Shops:



Currently, there are three Opportunity Shops at Biggera Waters, Oxenford, and Ormeau. The Op Shop Committee meets monthly.

<https://www.facebook.com/GCNAopshops>

## Fellowship and Pastoral Support Groups:

- Mothers Union
- Cursillo
- Bereavement Support Group
- Craft groups
- Breakfast and Coffee meet ups including a men’s breakfast
- Community outreach



<https://anglicanfocus.org.au/2021/06/23/gold-coast-anglicans-respond-to-anglicare-call-for-first-nations-dolls/>

## Governance and Administration

### **Financial Position:**

GCNA Parish does not currently carry any debt other than the leasing of a motor vehicle for the Parish Priest.

The Parish has, particularly during these uncertain COVID times, directed particular attention to its financial position with the aim of achieving a nil debt position and maintaining a diversified, stable cash flow stream to ensure viability both now, and into the future. Parish income is derived from offertory, Opportunity shops and property rental. Every avenue is made to maximize property income through rental of parish halls during otherwise idle periods and a residential house, whilst expenses are continually reviewed to explore cost saving opportunities.

The stable Parish financial position places us in a comfortable position to continue to support a full-time parish ministry.

**Parish Office:** Our well-resourced parish office is co-located with St Matthews Church.

### **Administrative Committees:**

**Parish Council** is drawn from all worship centres and includes;

- a Warden and a Nominator from each centre.
- Parish Council meets bi-monthly on a Saturday morning (use of Zoom every second meeting during COVID restrictions) and “flying” minutes for urgent issues which are confirmed at the next meeting.
- Issue based planning workshops 1 – 2 times a year.
- Executive meets monthly.
- Strategic Mission Plan is used as the basis for the organization of Parish Council meeting and reporting (*see Appendix*).

**Co-ordination Teams** operate at each worship centre led by the local Warden. These teams address:

- Maintenance, including cleaning, grounds etc.
- Rosters: worship, liturgical assistants, readers, music leader, morning tea etc.
- Events, special services, breakfasts etc.
- Pastoral care, nursing home visits, hospital visits.
- Safeguarding and workplace health and safety e.g., COVID rules

**Administration Team** – comprising volunteer and paid staff

- Part time paid staff: 2 x 10 hours per week
- Safeguarding – Blue Cards, Safe Ministry
- Small Group coordination
- Workplace Health and Safety

- Hall Hire (at each worship centre)
- Finance Committee and Team - Accounts, Treasurer, Projects.

## Past Achievements and Future Opportunities

**Recent Achievements:** In summary, there is much to celebrate at GCN:

- Strategic Plan including Vision, Mission, Goals and Objectives (*see Appendix*)
- Finance, Op Shop and Mission Committees
- Vision Accounts for each Worship Centre
- Coordination teams lead by Warden from each centre
- Major debt – eliminated
- Increase in number of small groups (now 24)
- Renovation of Holy Rood complex
- Support to nursing homes (restart subject to COVID restrictions)

## Hopeful Expectations

**Our next leader is someone who...** (*Comments synthesized from a recent questionnaire completed by parishioners*)

- Relates to the humanity of Jesus but teaches His Deity.
- Is forward thinking, Gospel inspired, and Christ centred.
- Sincere and hardworking, accountable with a belief in a and practice of pastoral care.
- Someone strong in leadership, loves their ministry calling and will embrace all Gold Coast North has to offer.
- An experienced Priest with a gospel centred faith,
- A teacher with a consistent prayer life who can lead us further into developing our Vision.
- A listener who sees value in each person.
- Humility and humour come easily.
- Have a heart for and ability to connect with all generations and lead us in generational renewal using the ALPHA course or similar resources to develop learning experiences which deepen our faith and assist us to reach all generations in the power of the Holy Spirit.
- A leader, pastor, with administration skills, who can delegate and enjoys teamwork at all levels from informal through to administration and committee level

Please join us and encourage us to be a vibrant part of our community and a Light for Christ.

But most of all pray with us and love us.

*For further information and enquiries, please contact Bishop John Roundhill:  
jroundhill@anglicanchurchsq.org.au*

**Projected population (medium series), by statistical area level 2 Queensland, 2011 to 2036**

	At 30 June						Change p.a. (2016-2036)	
	2011 (b)	2016	2021	2026	2031	2036	Number	Percent
	— number —							
Gold Coast Total	528,766	577,340	636,983	713,842	796,988	882,584	305,244	2.1%
Areas in Gold Coast North								
Biggera Waters	6,614	7,357	8,749	11,096	13,208	16,781	9,424	4.2%
Coombabah	10,082	10,893	10,934	11,118	11,392	11,649	756	0.3%
Paradise Point - Hollywell	9,016	9,641	10,621	11,504	12,358	13,545	3,904	1.7%
Runaway Bay	9,343	9,897	10,275	10,644	11,261	11,833	1,936	0.9%
Pacific Pines - Gaven	16,884	19,274	20,979	21,647	22,369	24,491	5,217	1.2%
Coomera	9,075	12,577	19,632	33,184	47,852	63,762	51,185	8.5%
Helensvale	16,635	18,170	19,802	23,613	28,559	32,616	14,446	3.0%
Hope Island	8,930	10,344	11,546	13,854	15,763	17,151	6,807	2.6%
Jacobs Well - Alberton	3,422	3,744	4,901	6,412	8,366	9,755	6,011	4.9%
Ormeau - Yatala	16,325	20,062	21,509	22,506	23,971	25,266	5,204	1.2%
Oxenford - Maudsland	14,848	16,310	16,965	17,456	18,004	18,603	2,293	0.7%
Pimpama	3,317	6,033	10,688	16,843	20,657	25,931	19,898	7.6%
Upper Coomera - Willow Vale	24,564	31,948	36,673	38,678	40,627	42,219	10,271	1.4%
<b>Queensland total</b>	<b>4,476,778</b>	<b>4,853,048</b>	<b>5,250,292</b>	<b>5,730,062</b>	<b>6,240,546</b>	<b>6,763,153</b>	<b>1,910,105</b>	<b>1.7%</b>

(a) Boundaries are based on the 2011 edition of the Australian Statistical Geography Standard (ASGS).

(b) Estimated resident population (ERP).

Source: Queensland Government population projections, 2015 edition; Australian Bureau of Statistics, Regional population growth, Australia, 2013-14, (Cat no. 3218.0).





# Gold Coast North Anglican Parish

## Three Year Mission Plan 2021 - 2023

### **Vision:**

To know and follow Jesus and reach our God-given potential in Him.

### **Mission:**

The Mission of GCNA is to mature as an inclusive, welcoming Christian community: nurturing people, building disciples, and knowing Jesus more deeply. In Mission together with the Diocese, we pray;

*Living God, creator, redeemer, strengthener; enliven, guide, and strengthen your Church in all you send us to do. By your Holy Spirit enable us to grow – in faith, in service, in generous giving; and add to your Church new disciples that your saving, reconciling, recreating work may go forward, through Jesus Christ our Lord.*

***Amen***<sup>i</sup>

### **Background:**

Our Mission Plan progresses and develops the *National Church Life Survey* (2016), *Vision 30* (2018) and the two more recent congregational surveys, to provide clarification on how GCNA will best achieve our Mission, numerous Goals and Objectives.

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<sup>i</sup> "Going for Growth" - A Prayer for the Anglican Church in Southern Queensland  
Correct as at 7 January 2022

It also embraces the Five Marks of Mission of the worldwide Anglican Communion which express a universal commitment to and understanding of God's holistic and integral mission. These provide a summary of what Christian mission is about based on Jesus' own summary of His mission among us. They provide a key statement about everything we do in response to Jesus in mission.<sup>ii</sup>

The **Marks of Mission** that we share with the Anglican Communion are:

1. **TELL** - To proclaim the Good News of the Kingdom
2. **TEACH** - To teach, baptise and nurture new believers
3. **TEND** - To respond to human need by loving service
4. **TRANSFORM** - To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation
5. **TREASURE** - To strive to safeguard the integrity of creation and sustain and renew the life of the earth.

#### **Intent:**

To recover from COVID-19, the recent loss of staff, and past financial deficits, it is essential to renew our sense of abiding in Christ, so that the fruits of the Holy Spirit, "*love, joy, peace, patience, kindness, generosity, faithfulness, gentleness, and self-control*", might be more evident in our lives.<sup>iii</sup>

With all of this in mind, our Mission can be achieved by priest and people together with the guidance of the Holy Spirit, by prayer, and by focusing on the immediate care and nurture of one another as "*parochial sheep*" in the "sheepfold" that is GCNA. It may be necessary to set aside for now, any fresh proposals for change and visionary mission accomplishment until the future structure of the parish (GCNA) is known and stability is restored post COVID-19. It is a time to focus on Paul's words to the Ephesians;<sup>iv</sup>

*Keep watch over yourselves and over all the flock, of which the Holy Spirit has made you overseers, to shepherd the church of God that he obtained with the blood of his own Son. I know that after I have gone, savage wolves will come in among you, not sparing the flock.*

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<sup>ii</sup> Adapted from *Bonds of Affection* – 1984 ACC-6; *Mission in a Broken World* - 1990 ACC p 101. And reworked by ACC 12 June 2005 and the 2008 Lambeth Conference.

<sup>iii</sup> Galatians 5.22-23

<sup>iv</sup> Acts 20.28-29

## Goals:

Consequently, as a result of the gathered data, along with the guidance provided by the Anglican Marks of Mission, the Goals to achieve our Vision and Mission have been established as:

- Goal 1:               Worship**
- Goal 2:               Discipleship**
- Goal 3:               Outreach**
- Goal 4:               Governance and Administration**

## Content:

The Plan provides GCNA with a detailed account of our Goals, Objectives, Performance Indicators and Actions. It is the primary implementation tool to achieve our Mission Plan and provides for comprehensive analysis by the Parish Executive, Parish Council, and designated groups and individuals. It is arranged in 2 parts:

### **PART A:**

Describes each of the Goals, Objectives and Performance Indicators as approved at the Parish Annual Meeting on 28 February 2021.

**Attachment 1:** Bridge Model

### **PART B: (NOT INCLUDED)**

Details the Implementation Plan and projected Actions as determined by the Parish Council on 13 March 2021. There are two attachments to PART B:

**Attachment 1:** An Action Plan Template, and

**Attachment 2:** Parish Council Record of Action Planning Progress.

## Communication:

The Parish Executive, Planning Groups and Parish Council commit to ongoing communication regarding the implementation of the Mission Plan to engage parishioners and promote trust, engagement, and enthusiasm. The Parish Council will provide regular updates through conversation, pew notes, spoken notices during services, parish magazine, emails, parish website and other social media.

Thank you all for your prayers, feedback, support and encouragement during this process. Let us together pray that, as we seek to implement this plan as a Parish, God will strengthen and bless us, so that many will come to know of the saving love of Jesus.

Priest-In-Charge

Church Warden

Church Warden

Church Warden

*April 2021*



<b>Goal 1. WORSHIP</b>	
<b>OBJECTIVE 1.1 Provide a diverse range of worship styles and delivery methods to encourage participation.</b>	
<b>What (Performance Indicators)</b>	<b>How (Action)</b>
1.1.1 GCNA focuses on Anglican liturgy.	a. Worship consistent with Anglican theology and ecclesiology is implemented and conducted across the Parish.
1.1.2 A variety of presentation styles within services and between churches are used.	a. Contemporary and traditional expressions of APBA 2 <sup>nd</sup> & 3 <sup>rd</sup> Order Holy Communion and/or Morning Prayer are used.
1.1.3 Contemporary worship to meet the needs of intergeneration congregations is implemented where needed.	a. The contemporary service is reviewed in timing, structure and content and adjusted to meet the needs of families and young adults as deemed appropriate.
1.1.4 Special celebrations and remembrances with special services are identified and promoted.	a. Key events in the Christian calendar, including Patronal Days, have been recognized with special services.
1.1.5 Relevant training for all people rostered to assist with services is provided.	a. Appropriate training has been made available to Liturgical Assistants, Welcomers, Hospitality volunteers and Money Counters. b. Records of participation in training are maintained and updated as required.
1.1.6 Worship utilising the digital medium is explored.	a. On-line services are produced b. Opportunities for people to gather together for worship in the homes of members are encouraged in each church. c. Viewer numbers are monitored, and feedback sought. d. A plan is developed to expand digital presence as viewer interest as resources permit.

<b>Goal 2. DISCIPLESHIP</b>	
<b>OBJECTIVE 2.1 Nurture Biblical understanding relevant to everyday life.</b>	
<b>What (Performance Indicators)</b>	<b>How (Action)</b>
2.1.1 Opportunities for spiritual growth through a variety of accessible resources are identified, promoted and provided.	a. Appropriate resources are identified. b. Information about devotional resources, courses and activities such as conferences and seminars are regularly disseminated. E.g. Ext. course materials, Alpha conferences, Cursillo, book club, Bible apps.

		c. Church members encourage each other in spiritual growth by sharing their preferences, activities and learnings with other church members.
2.1.2	Small groups focused on basic and/or advanced Bible studies, and shared reflections are encouraged and established.	a. Bible study programmes are provided and regularly promoted.
2.1.3	The confidence of church members to speak about faith to others is developed through increased opportunities to contribute to church services.	a. Opportunities are provided for confidence building through activities such as reflections, testimonials, interviews, readings and intercessions.
2.1.4	Coordination groups in each church are established and mentored.	a. There is a recognized group of individuals in each church taking responsibility for coordination of its day-to-day affairs and enhancing membership harmony, group cohesion and church growth.
2.1.5	Prayer and prayer gatherings as a core component of church life are organised and conducted.	a. Opportunities which foster learning and build confidence to pray are made available to members through prayer groups, prayer-based initiatives, prayer calendars, intercessions and informal prayers within gatherings.

<b>Goal 3. OUTREACH</b>		
<b>OBJECTIVE 3.1 Extend and strengthen outreach activities through existing church groups and activities.</b>		
	<b>What (Performance Indicators)</b>	<b>How (Action)</b>
3.1.1	Activities which enable church and non-church people to spend time together are organized, promoted and provided.	a. Members provide hospitality to non-members through shared activities such as a social function, course, seminar, information session, or speaker on a topical issue.
3.1.2	Pastoral support is provided when called upon and where possible to those who approach the church in their need.	a. Members respond as resources permit to those who have approached them in need through distribution of food, goods or care packages and /or referrals to specific agencies.
3.1.3	Residents in aged care homes are supported through liturgy and visiting.	a. Regular connections with aged care residences are maintained with a focus on meeting the spiritual needs of consenting residents.
3.1.4	Missions support through regular contact, information sharing and giving is promoted.	a. Information is disseminated regularly by the Mission Committee via email, Facebook and in-service presentations and prayers.

		<b>b.</b> There is at least one member in each church promoting the work of a specific mission and encouraging the support of members in consultation with the Mission Committee.
<b>3.1.5</b>	The demographics of our Parish are explored and tailored activities that attract community participation are offered.	<b>a.</b> Current knowledge of the Parish demographics is maintained as a basis for planning engagement with community. <b>b.</b> Church members organize or participate in community activities which provide opportunities to promote Christian beliefs in action.
<b>3.1.6</b>	GCNA's place in the community is enhanced through signage, advertising, media reports, digital and print avenues, and participation in community activities.	<b>a.</b> The local presence of the church is promoted through its work in the community and through appropriate use of text and graphics in its materials.
<b>OBJECTIVE 3.2 Seek out and invite young people to experience our church life through shared interests and caring relationships.</b>		
<b>What (Performance Indicators)</b>		<b>How (Action)</b>
<b>3.2.1</b>	Sunday School and Youth fellowship activities are promoted and strengthened.	<b>a.</b> Planning is undertaken to determine a viable and sustainable programme for strengthening participation by young people in the church. <b>b.</b> The plan is implemented, and its progress monitored.
<b>3.2.2</b>	Young adults are identified and developed as leaders in their areas of specific interest and skill.	<b>a.</b> Opportunities to build relationships with young people are developed through shared activities in and outside church services and others churches / schools.
<b>3.2.3</b>	Young adults are identified and developed as leaders in their areas of specific interest and skill.	<b>a.</b> Networks are explored, and opportunities taken to work with young people in other organisations e.g., Coomera Anglican College, Jubilee School.

## Goal 4. GOVERNANCE and ADMINISTRATION

### OBJECTIVE 4.1 Long Term Future of the Parish

#### What (Performance Indicators)

#### How (Action)

- |       |   |   |
|-------|---|---|
| 4.1.1 | Plans for the long-term future structure of the Parish are pursued. | <ul style="list-style-type: none"><li>a. Dialogue with Diocesan entities is conducted.</li><li>b. Dialogue with Southport Parish is pursued.</li><li>c. Due diligence of potential options is undertaken.</li></ul> |
|-------|---|---|

### OBJECTIVE 4.2 Achieve and Monitor WHS Compliance

#### What (Performance Indicators)

#### How (Action)

- |       |  |   |
|-------|--|---|
| 4.2.1 | WHS Management System and Annual Safety Management Plan is maintained. | a. The WHS Safety Management plan is reviewed annually.   |
| 4.2.2 | A culture of safety compliance is promoted.                            | a. Resources and advice are readily available.  |
| 4.2.3 | WHS Compliance is monitored.   | a. Incidents are reported; data is analysed; pro-active or remedial action taken, and outcomes evaluated. |

<b>OBJECTIVE 4.3 Achieve and Monitor Safe Ministry Compliance</b>		
<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.3.1	The Safe Ministry Program is maintained.	a. The database is complete and up to date.
4.3.2	A culture of compliance with Safe Ministry is promoted.	a. Training is held regularly, and resources and advice are readily available.
4.3.3	Safe Ministry reporting is achieved.	a. Compliance is monitored, and plans initiated to address issues of concern. b. Regular Safe Ministry reporting with recommendations as required is achieved.
<b>OBJECTIVE 4.4 Opportunity Shop Governance</b>		
<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.4.1	A workable system to manage the Opportunity Shops is established pending outcome of the review of their ongoing viability.	a. Sales plans consistent with Parish Mission are established. b. Income and expenditure is monitored monthly. c. Compliance with Diocesan policies and procedures is achieved. d. Op Shop Warden appointed from each Centre <ul style="list-style-type: none"> <li>• Oxenford - Holy Rood</li> <li>• Biggera Waters - St James</li> <li>• Ormeau – St Matthews</li> </ul> e. Each Centre Op Shop Governance participation is achieved.

4.4.2	The future viability of the Opportunity Shops is reviewed and assessed.	<p>a. Financial viability of each Op Shop as a stand-alone business enterprise is assessed.</p> <p>b. The preferred course of action is submitted to Parish Council.</p> <p>c. Recommendations arising from the assessment are implemented.</p>
<b>OBJECTIVE 4.5 Financial Stability</b>		
<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.5.1	Budget is achieved	<p>a. Budget priorities are set, including extinguishing the Parish overdraft.</p> <p>b. Financial performance is reviewed against budget quarterly.</p> <p>c. Variances against budget are reviewed and addressed as necessary.</p>
4.5.2	Stewardship is fostered.	<p>a. An Annual Stewardship Campaign is conducted.</p> <p>b. Centre Vision Funds are sustained.</p>
<b>OBJECTIVE 4.6 Sustain and Maintain Buildings and Plant</b>		
<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.6.1	Centre financial sustainment is achieved.	<p>a. A Vision Fund is established for each Centre.</p> <p>b. Tasks for Centre sustainment are identified and prioritised.</p>
4.6.2	Property Maintenance Schedule for each church property is establish and maintained.	<p>a. An annual property review is conducted and recorded.</p> <p>b. The asset inventory is audited and updated for Insurance purposes.</p>

**OBJECTIVE 4.7 Supervise, Monitor and Review Employed and Volunteer Lay Staff**

<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.7.1	Position Descriptions for all employed and volunteer lay staff are established and maintained.	<p><b>a.</b> Position descriptions are maintained for all positions and made available on commencement to the person appointed into each role</p> <p><b>b.</b> Current Diocesan documents specified in the Diocesan Human Resources Policy and Procedures: <i>Position Descriptions</i> are issued.</p>
4.7.2	Position Descriptions are reviewed.	<b>a.</b> Position descriptions are reviewed and adjusted to meet current need every three years; before a new appointment is made into a specific role, or when a major change within the Parish affects staff.
4.7.3	Staff Compliance and Performance is monitored.	<b>a.</b> Position descriptions are reviewed and adjusted to meet current need every three years; before a new appointment is made into a specific role, or when a major change within the Parish affects staff.
4.7.4	Formal performance reviews are conducted and recorded.	<p><b>a.</b> Paid staff are reviewed annually.</p> <p><b>b.</b> Volunteers are reviewed as required or when requested.</p>

**OBJECTIVE 4.8 Sale of Maudsland Property**

<b>What (Performance Indicators)</b>		<b>How (Action)</b>
4.8.1	The sale of Maudsland property is achieved.	<p><b>a.</b> An action plan is developed.</p> <p><b>b.</b> Property sale is achieved.</p> <p><b>c.</b> Funds are allocated.</p>

OBJECTIVE 4.9 Communications	
<i>What (Performance Indicators)</i>	<i>How (Action)</i>
4.9.1 A communications flow chart is developed and implemented.	a. A communications flow chart is developed, maintained and made accessible to Parish members
OBJECTIVE 4.10 Environmental Practices	
<i>What (Performance Indicators)</i>	<i>How (Action)</i>
4.10.1 A transition to sustainable environmental practices is explored and attained.	<p>a. Care of creation is promoted as a Christian responsibility within the Parish.</p> <p>b. Environmentally helpful practices for implementation in the Parish are explored.</p> <p>c. Changes to practice and new practices are implemented where appropriate.</p>