

**POLICY: PR002 'ORDINANCE INITIATION FORM'**

Date Created: 9 July 2006

Version Date: 9 July 2006

**ANGLICAN DIOCESE OF CANBERRA AND GOULBURN**

**FORM OF PROPOSAL TO INITIATE AN ORDINANCE TO SELL LAND**

**MINISTRY UNIT/DIOCESAN AGENCY.....**

The following is a proposal to deal with the land described below as:

**Title Details.....**

**Property Details.....**

.....  
.....

**Proposal.** *(Including why the property should be sold and what is to be done with the proceeds) It should be noted that the Bishop-in-Council and the Trust will not normally approve of the use of the proceeds of any sale for purposes that could normally be considered as operating expenses. They are expected to be used for capital only purposes.*

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**Foundation**

The sale of all surplus property will require the payment of 15% of the net proceeds of the property to the Foundation. However, the ministry unit or Diocesan Agency may apply to Bishop-in-Council for a reduction in or exemption from the payment of 15% of the net proceeds to the Foundation.

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**.....Authorisations**

If the Property is held for the sole benefit of a Parish then the approval by a majority of the members of the Parish Council should be given (a copy of the minutes of the Parish Council meeting showing the approval will be sufficient).

If the Property was given by a private donor within the preceding 20 years then the written consent of the donor should be provided if the donor is still living.

If the Property is held by a Diocesan Agency then a copy of the minutes of the governing body showing the approval should be attached.

Signed  
Rector .....  
Church Wardens .....  
.....  
.....

OR (for a Diocesan Agency)

Chair .....

CEO .....

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