



ATTENTION	Rector, Wardens and Parish Administrator		
SUBJECT	Inspection of parish building and contents (March – May 2016 for insurance purposes). Insurance Valuation Project (PBIV Project) and Building Consultancy Services Project (BCS Project).		
DATE	7 March 2016		
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KEY POINTS

The Anglican Church Property Trust Diocese of Sydney (ACPT) will shortly be undertaking the triennial physical insurance valuations of parish buildings and contents in your parish. The triennial valuation is required to be concluded by 30 June 2016 in order to comply with contractual obligations with the Industrial Special Risk (ISR) insurer, Ansvar Limited and so that insurance for parish assets can be renewed on 31 August 2016.

In conjunction with a three firm tender for the provision of valuation services for the period 2016 – 2019, the ACPT has negotiated a competitive price from the incumbent consultant, AssetVal Pty Limited (AssetVal), a Brisbane-based specialist insurance valuer of not-for-profit businesses, particularly in the faith sector for:

- a) the provision of specific building insurance valuations of each parish building and its contents;
- b) a separate building consultancy services report that provides a detailed analysis of routine maintenance capital expenditure for each parish building, ranked in accordance with a recommended time frame for completion and estimated cost of the work.

The latter report will significantly enhance the wardens' ability to manage their property accountabilities and assist parish council plan and budget for a robust maintenance and capital expenditure program.

This Circular seeks the assistance of parish rectors, wardens and administrators to respond promptly to requests that will be made progressively over March, April and May 2016 from the Sydney Diocesan Secretariat (SDS), as the executive arm of ACPT, to agree times and dates for physical inspections of all parish buildings (including residential buildings) and their contents and to then facilitate those inspections by AssetVal staff.

DETAIL

Purpose

1. The purpose of this circular is to –
 - a) inform all parishes of the impending diocesan-wide building and contents valuation inspection program and associated building consultancy services report to be provided to each parish, that have been authorised by the ACPT; and
 - b) seek the support of the parish leadership team to help SDS management meet the tight deadline for completion of this project by 30 June 2016.

Background

2. Some members of your parish may recall that in 2012, AssetVal was engaged by the ACPT to undertake physical insurance valuations of each building within your parish. Those valuations were used to inform the declared values of the insurance replacement cost of each building and contents of each parish and are also used for parish financial reporting purposes.
3. Subsequent to the insurance valuations that were undertaken in 2012, annual “desk top” revaluations were undertaken.
4. After a rigorous three firm tender process, the cost of the insurance revaluation project has been negotiated at a level below the 2012 cost, notwithstanding an enhanced scope that will also provide each parish with a tailored building consultancy services report.
5. The physical triennial insurance valuation project coincides with the maturity of the 3 year fixed rate agreement with Ansvar Limited, the underwriter of the parish ISR insurance policy.
6. The project will enable the ACPT to fulfil its ordinance obligations to insure parish property and its contractual obligations with the ISR insurer and also provide each parish with a documented plan and budget for a robust maintenance and capital expenditure program for consideration by each parish council.

Timetable for Completion of the Project

7. The Insurance revaluation of all parish buildings and contents are required to be concluded by 30 June 2016. In order to meet this timeframe, a focussed valuation inspection program by AssetVal's insurance valuation professionals needs to be carried out under the supervision of the ACPT and SDS.
8. The three month inspection program will enable this significant logistical project to be concluded ahead of 30 June 2016, the date by which collated aggregates are required to be held by the diocesan insurance broker to enable a tender for the industrial special risk insurance policy to be placed into the market well ahead of the 31 August 2016 diocesan insurance renewal date.

Next Steps

9. During March, April and May 2016, I will be emailing individual parishes (using the parish office and rector's email addresses included in the 2015 Diocesan Year Book) to notify the date of the physical inspection of each parish building and contents. We are seeking the assistance of a parish representative to be on site to meet the AssetVal representative and facilitate access to all buildings within the parish. The inspection is expected to take between 1.5 and 2 hours.
10. Because there are some 900 separate buildings to be inspected, there will, unfortunately, be only limited capacity to juggle the allocated dates. I apologise in advance for this.
11. By necessity, neighbouring parishes will be grouped for inspection purposes so, as was the case for the 2012 inspection program, it is hoped that a collegiate approach between our various stakeholders will be able to occur
12. When I write to your parish seeking agreement to meet on the nominated date/time, can I ask that either the parish administrator, rector or a warden respond to me with confirmation of the date/time and details of the name, contact telephone number and email address of the person who will be able to meet with the AssetVal valuer on site? I will then make arrangements for AssetVal's valuers to liaise directly with that person.
13. Thank you in advance for your assistance with this project.