



HOLY SPIRIT & ST FRANCIS PARISH

HAMPTON, HAMPTON EAST & SANDRINGHAM

PARISH MASTER PLAN

Rev 4 , 30 Sept 2026

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1. SCOPE & PURPOSE OF THIS PLAN

- The scope of the Parish Master Plan incorporates all activities, all groups, all resources (material and financial) from all the Mass Centres of the Parish of Holy Spirit and St Francis (HSSF) as a now single community, seeking to fully live their baptismal calling and to effectively share the Gospel message.
- The purpose of the Parish Master Plan is to provide a framework for all parishioners and others in the local community to understand what the Parish of the Holy Spirit and St Francis stands for and is striving to be. It is an evergreen document that will be updated from time to time, reflecting progress made and any changed circumstances.
- The plan recognises the differing sizes, cultures, practices and resources of the former parishes, now amalgamated into a single HSSF Parish, and seeks to respect and incorporate them into this plan.
- The plan provides guidance for our Parish Priest and for all groups operating under the HSSF auspices as they decide: where to best deploy the parish material and financial resources; where to give our time and efforts; and what initiatives and activities to undertake.
- The plan also seeks to implement the good planning practices used in other parishes, to respond to a suggestion from the Catholic Archdiocese of Melbourne and to comply with requirements in its Parish Administration Handbook.

2. PARISH VISION - TOWARDS A CHRIST-LIKE COMMUNITY

The Parish of the Holy Spirit and St Francis to be well known as:

- **A vibrant and vital Christ-like community of missionary disciples:**
 - sharing the Gospel Message
 - nurturing Missionary Leadership
 - encouraging Young Discipleship
 - celebrating life as a Christian community
- **That enables parishioners to fulfil their baptismal calling through life-long spiritual formation:**
 - liturgies for a range of prayer styles
 - preparations for Mass, Sacraments and Church Seasons
 - inspired Christian social actions
 - engaged and caring for the marginalised and isolated

3. HSSF PARISH AT A GLANCE

Population

- 25,600 people (as per 2021 ABS Census)
- Located within South Road, Bluff Road, Bay Road, Reserve Road, Tulip Street, Red Bluff Street and shoreline/Beach Road

Catholic Population

- 5,600 people (22% of total)
- 1390 were born overseas (mainly UK, Italy, Ireland & NZ) with most (93%) speaking English well.
- Median Age – 46 years (with peaks of 17% in their teens & sixties)
- Catholics living alone - 563 people (10%)
- Catholic single parents – 500 people (9%)
- Catholics needing help with core activities – 360 people (6%)
- Catholic Children in Catholic Schools – 366 (77%) and elsewhere 221 (20%)
- Mass Counts fell (830 pre-Covid, 354 in 2021 and 269 in 2023) but up to 345 by mid-2026.
- Baptisms of parish children were 53, 95 and 103 in 2024/25/26 respectively
- Confirmations of young adults were 62, 63 and 64 in 2024/25/26 respectively
- Aged Care Facilities – total beds for 629 elderly people in seven homes within our parish (Aberfield, Elanora, Fairway, Mercy Fernhill, Regis, Sandringham Grove and The George.)

Parish Structures

- Before Sept 2020 – three separate parishes with their own Parish Priests and structures
- Sept 2020 to Jan 2024 – initially two and then the three parishes were part of the Bayside Catholic Mission of seven parishes.
- Feb 2024 – three parishes grouped as Central (West) Bayside with Fr Martin Tanti accepting role as Parish Priest.
- August 2024 – CAM amalgamates the three into single Parish of the Holy Spirit & St Francis

Parish Facilities

- Three Mass Centres - with seating capacity for 750 people
- Three presbyteries – two rented
- Two autonomous operating Catholic Schools (St Mary's with 305 students and Sacred Heart with 278 students)
- One school building & land at Immaculate Heart of Mary – leased to Tombolo Academy for further 8 years to 2033 (42 students). Currently negotiating about possibly extended lease.
- One Resurrection Hall adjacent to IHOM is used as a meeting space and has been used by our Neo-Catechumens for the last 20-30 years.
- Four tennis courts - two at St Mary's shared with school and two at IHOM where there is a good quality pavilion but both courts in need of resurfacing.

Current Parish Team

- Parish Priest – Fr Martin Tanti
 - Parish Secretary – Maria Jesus de Santisteban
 - Parish Accountant – Marina Stevenson
- Parish Pastoral Council
 - Chair – Fr Martin Tanti
 - Members – Gabrielle McDermott, Krystal Shaw, Mark Shannon, Peta Wassell and Stefan Humphrey
- Mass Centre Co-ordinators
 - St Mary's – Jennifer Withecomb
 - Sacred Heart – Kristin Allen and Heather McGrath
 - Immaculate Heart – Cheryl Juely, Lindsay James
- Parish Groups Co-ordinators, including:
 - Aged Care Outreach – Jo Umbers, Peter O'Callaghan & others
 - Family Groups Movement – Mary Keary
 - Neo-Catechumenates – Fabio Rubino
 - Our Lady's Beetles – Cheryl Juely
 - Parish Choirs – Michele Batour (SH) & Marylu James (IHOM)
 - Sacred Heart School – Cathy Ferrari (Principal)
 - Social Justice Group – Heather McGrath
 - St Mary's Saturday Dinner Group – Michele Connell
 - St Mary's School – Steele Anderson (Principal)
 - St Vincent de Paul – Maurice Pattison & Paul Coghlan
 - Walking Group – Sarah Humphrey
- Parish Finance Committee
 - Chair – Fr Martin Tanti
 - Secretary – Chris Burrows
 - Counting Coordinator – Leanne Giacomini
 - Maintenance Sub-Committee – Fr Martin Tanti, Dominic Keary & John Noonan

Financial Status (Refer Appendix 7b)

- Assets & Liabilities
 - Churches, Buildings & Equipment - \$17.1 million
 - Land - \$17.9 million
 - Bank / Investments - \$1.8 million (\$1.7 million with CDF earning 5.4%)
 - Liabilities – negligible (less than \$0.2 million)
- Parish Expenses for Churches, Presbyteries & Hall based on 2024 & 2025 Actuals and the 2026 Budget are around \$300k pa (excluding costs being determined for restorative maintenance projects)
 - Comprising nine main areas – Archdiocesan Levy \$40k, CCI Insurance \$20k, Church Supplies \$30k, Cleaning/Gardens \$40k, Consultants/Services \$30k, Staffing \$50k, Utilities \$20k, Routine Maintenance \$50k and Restorative Maintenance (as defined).

- Covered by three main Income Sources totalling \$380k pa from:
 - Parishioner Thanksgiving, Collections & Donations - \$120k pa
 - Tombola Academy & Presbyteries Rent - \$180k pa
 - Investment Interest (from past rental earnings & 2006 land sale) - \$80k pa

Maintenance Requirements

- HSSF Parish Repairs and Maintenance can be considered in four categories. The first is Routine Repairs and Maintenance of churches, presbyteries & rented properties, which has averaged around \$50K in total for the last three years across all HSSF Parish sites and is budgeted at that amount for 2026.
- Two Building Condition Surveys carried out by Knight Frank (in 2021) and Ducon (in 2025) identified around 180 jobs of priority, preventative and aesthetic nature for consideration over the next 10 years and costing over \$1 million. The raw Ducon assessments are tabulated below:

Category	SH Site	SM Site	IHOM Site	Tombola Site	Total (#)	Total (%)
Priority Action Required	17	11	11	26	65	36%
Preventative	28	14	13	17	72	40%
Aesthetic/Improvement	30	2	0	12	44	24%
Total Jobs (#)	75	27	24	55	181	100%
Total Jobs (%)	42%	15%	13%	30%		

- From these Surveys, a first phase plan comprising nine significant upgrade or restoration projects over the four-years to 2030 have been identified by the Parish Priest and the HSSF Maintenance Sub-Committee. They are in addition to the routine Repairs & Maintenance cited above and are detailed in Appendix 7c. The nine projects are currently being designed, costed and where required the advice and support of the Archdiocesan Building & Property Department is being sought. The projects are:
 - toilet upgrades at St Marys, the IHOM Church & Resurrection Hall;
 - heating, ventilation & carpeting improvements at Sacred Heart;
 - church spire, roof & cracked brickwork/concrete repairs at IHOM; and
 - development of a Concept Plan for the overall IHOM site.
- Some costs of these projects will be payable from annual HSSF operating surpluses, while others of the planned major items above will require the use of some of the accumulated currently invested capital funds.

4. 2030 PARISH GOALS

1. Parish Effectiveness

- 1.1 Programs and activities of all Parish Groups aligned with the renewal intent of the Archdiocese of Melbourne and HSSF Parish.
- 1.2 Mass attendance and parish participation restored to 500 people over all three Mass Centres or 60% of pre-Covid/BCM level (which is an increase of 10 new school families and/or 40 people per year).
- 1.3 Effective and efficient Stewardship of parish assets: through use of a systematic maintenance program keeping all buildings usable and safe for parishioners today and in the future; and by sound and ethical investment of financial assets.

2. Liturgy, Worship and Spiritual Formation

- 2.1 Vital and vibrant involvement of parishioners in design and delivery of prayer, liturgy and worship programs for Lent, Easter, Pentecost, Advent, key feast days and other church seasons, and for Anzac and NADOC.
- 2.2 Well-attended formation programs: for the spiritual growth of parishioners (especially in the significant church seasons of Lent and Advent); for baptism or RCIC programs for 200 children currently in non-Catholic schools; and an RCIA program for non-baptised adults.
- 2.3 Formation programs in place for increasing understanding of the Sacraments by existing parishioners and for understanding of Baptism and Confirmation by parish children & their parents.

3. Inclusion and Outreach

- 3.1 An inclusive culture demonstrably in place that welcomes newcomers, that understands the variety of history and styles of the former Mass Centre communities and that supports all fellow parishioners in need.
- 3.2 Increased participation and resourcing for existing Social Justice, St Vincent de Paul, Brigidine Refugee, Indigenous and other support programs.
- 3.3 Effective new support initiatives for 1000 local Catholics with additional challenges – including 500 single parents, 360 needing help with core activities and many housebound parishioners (in their own homes or in residential care).

4. Parish Evolution and Development

- 4.1 Resources and costs applied to Mass Centres rationalised to those needed to support the 500 aspired Mass goers and in longer term the 5600 Catholics within Parish boundaries.
- 4.2 Arrangements with Neo-Catechumenate group updated, rationalised and aligned with goals of other Neo-Catechumenate groups in Melbourne and with goals of the HSSH parish.
- 4.3 Agreed plans and indicative timing developed with CAM Building & Property Department for optimum use of large land areas around Immaculate Heart of Mary Church.

5. KEY NEAR-TERM ACTIONS

#	GOAL	NEAR-TERM ACTION	RESP	START	FINISH
Parish	Effectiveness				
1.1.1	Develop HSSF Parish Master Plan	Arrange Plan presentations, access by Parishioners and comments	Fr MT & PFC	5/25	Done
1.1.2	Benchmark other Parishes	Benchmark ideas & activities with other recent amalgamated parishes	Fr MT PPC	6/27	PPC to set plan & timing
1.1.3	Groups aligned to Parish Goals.	Arrange review & reports from 14 Parish Groups.	Fr MT	3/27	7/27
1.2.1	Increase active parishioners by 40 pa (ie10%) or 10 school families	Develop list and contact elder, former, school parent and other prospective parishioners	TBN	10/27	Achieving +30pa
1.3.1	Effective stewardship of parish assets	Establish Finance Committee (PFC) to advise & assist Parish Priest.	Fr MT	11/24	Meet 11 times
1.3.2	ditto	Arrange surveys of all Buildings Condition, CAM OHS needs & Neo-catechumenate wishes and develop priority maintenance plan for all parish buildings.	DK	2/25	Done. Plans established
1.3.3	ditto	Trial/Engage Building Maintenance Contractor and establish small HSSF Mtce Sub-Committee to implement eight priority projects & routine repairs as per Appendix 7c.	DK /JN PFC	5/25	Sub-Com in place. Two major projects pa. 2027-30
1.3.4	ditto	Arrange HSSF-wide Thanksgiving Renewal Appeal once Master Plan is understood and its results emerging. See App 7b(i).	PFC	4/28	10/28

Liturgy,	Worship and	Formation			
2.1.1	Prayer, liturgy and worship programs.	Establish small groups at each Mass Centre to design liturgy & worship programs for key seasons, for feast days.	Fr MT, PPLT & MJS	Begun	Ongoing
2.1.2	ditto	Establish HSSF-wide groups to design/run Anzac & NADOC programs.	Fr MT, PPLT & MJS	4/25 and 7/25	Done. Ongoing
2.1.3	ditto	Promote meaningful Family & Grandparent Masses	Fr MT PPC	3/27	Ongoing
2.1.4	ditto	Establish Children's Masses & classes for their early Formation	Fr MT PPC	9/27	PPC to set plan & timing
2.2.1	Well-attended spiritual formation programs	Establish Parish Pastoral Council (PPC) with a scope & role including to assist Parish Priest arrange small parish workgroups.	Fr MT	8/26	Done. Forming plans
2.2.2 2.3.1	ditto	Establish HSSF-wide formation programs for Lent, Advent, Baptism & other Sacraments and for RCIA.	Fr MT, PPC	4/25 and 11/25	Annual PPC Role
2.2.3	ditto	Establish Mothers Club/Prayer Group with links with school groups.	PPC	5/27	PPC to set plan & timing
2.2.4	ditto	Increase connections with Catholic & Non-Catholic schools	PPC	6/28	PPC to set plan & timing
2.2.5	ditto	Arrange & foster Youth involvement in Archdiocese activities	Fr MT PPC	10/27	PPC to set plan & timing.
Inclusion	& Outreach				
3.1.1	Welcoming, understanding, supportive community.	Formalise & equip groups for each Mass Centre to welcome newcomers to mass and support those recently bereaved.	PPC & Mass Centre Coords. (JW, KA, CJ & RT)	10/26	PPC to set plan & timing

3.1.2	ditto	Develop communications via website, email, socials & published calendar	PPC	7/27	12/27
3.1.3	ditto	Establish HSSF or foster link with existing Mens Program	PPC	7/28	PPC to set plan & timing
3.1.4	ditto	Refresh Parish Family Group program to all HSSF	PPC	10/27	PPC to set plan & timing
3.1.5	ditto	Support HSSF Monthly Dinners & Feast Day Lunch	Fr MT PPC	9/26	Ongoing
3.2.1	More resources for existing outreach Groups.	Request during Master Plan briefings & other talks.	PPC	2/27	PPC to set plan & timing
3.2.2	ditto	More Visits & Communion to sick, aged, house-bound	PPC	6/27	PPC to set plan & timing
3.3.1	Support for 1000 local Catholics with special challenges.	Re-establish Care Group with HSSF and SH & SM parents associations.	PPC	3/28	PPC to set plan & timing
Evolution & Devt.					
4.1.1	Churches for 500 Mass-goers	Review costs, options & Pastoral impacts with Mass Centre users and resolve.	Fr MT, PFC & PPLT	6/29	10/29
4.2.1	Neo-Catechumenate needs & role.	Explore how their liturgies and activities can support HSSF goals.	Fr MT	10/29	3/30
4.2.2	ditto	Book Resurrection Hall through Parish Office for all Neo-Cat and other HSSF Parish Group activities.	Fr MT & MJS	3/25	Done. Ongoing
4.3.1	Optimum use of large area of IHOM land.	Update use, maintenance, type and duration of contract with Tombola Academy.	Fr MT, AR, RT, CAM & Realtor	2/25	In-hand. Finalise by 3/27
4.3.2	ditto	Exploration of alternative uses deleted			

6. BIBLIOGRAPHY

1. Take The Way of the Gospel - Strategy Letter, Advisory Group, Status and Resources (CAM Website, 2021 & 2022)
2. Parish Administration Handbook (CAM, 2023)
3. Repairs & Maintenance Requirements for BCM Parishes including for St Mary's Parish and Sacred Heart Parish (Knight Frank, 2021)
4. Maintenance Condition Reports - St Marys, Sacred Heart, IHOM and Tombola Academy (Ducon Building Solutions, 6 May 2025)
5. BCM Draft Pastoral Plan (Leadership Team, 30 May 2022)
6. Bayside Area Parish Configuration - BCM Consultation (Cath Garner, August 2023)
7. Report on BCM Parish Consultations (Cath Garner, TWG, August 2023)
8. HS & SF Parish Social Profile (Discernment Session, Cath Garner, 24 April 2024)
9. Tombola Academy 2023 Annual Report (Tombola Website, Late 2023)
10. Parish Social Profiles – Sandringham, Hampton & Hampton East (Australian Catholic Bishops Council for Pastoral Research, December 2023)
11. HS & SF Parish Demographics (Office of Vicar General, April 2024)
12. HS & SF Parish Financial Statements – 2024 & 2025 Actuals, 2025 Budget (Marina Stevenson, 19 February 2025, 6 May 2025, 2 July 2025, 3 Sept 2025 and 27 May 2026)
13. Notes from HSSF Group Leaders Gathering (HSSF Resurrection Hall, James Smith, 21 Oct 2025)
14. Parishioner Feedback from HSSF Forum with Archbishop Comensoli, (St Mary MacKillop Hall, SH, 30 May 2026)

7. APPENDICES

Appendix 7a – PARISH PASTORAL LIFE PLAN

Appendix 7b - FINANCIAL STEWARDSHIP REPORTS

Appendix 7c - MAINTENANCE SURVEY AND PLANS

Appendix 7d – PARISH MAP

APPENDIX 7a - PARISH PASTORAL COUNCIL PLAN

This plan is based on parishioner inputs from the HSSF Group Leaders Gathering (21 Oct 2025) and the Parishioner Forum with Archbishop Peter Comensoli (30 May 2026).

It includes those initiatives that are Formation or Pastoral activities, while those relating to Liturgy, Effectiveness and Assets Development are handled by other HSSF groups. This plan will be reviewed, updated and further developed by the newly formed HSSF Parish Pastoral Council.

Pastoral Initiatives

1. Enhanced program of Visits & Communion to the sick, aged and house-bound throughout the HSSF Parish. Establish register of those in need and absent pre-Covid parishioners.
2. Establish and equip processes at Masses and other events that are inclusive, welcoming and hospitable.
3. Further develop HSSF Parish Communications using website, emails and socials, including access to annual calendar of events on website.
4. Establish a Mothers Club / Prayer Groups linked if appropriate with existing school groups at Sacred Heart and St Mary's.
5. Foster involvement in HSSF Mens Program or in existing Spirituality in the Pub or Men Alive programs, in order for them to be more active in parish life.
6. Support & expand the Parish Family Group program throughout HSSF parish area.
7. Support and resource Annual HSSF Feast Day Lunch and Monthly Saturday Parish Dinners.
8. Benchmark ideas and activities with other recently amalgamated parishes.

Formation Initiatives

1. Increase HSSF connections with Catholic and non-Catholic schools including, where practical, some structured interactions with school families.
2. Promote meaningful and enjoyable Family and Grandparent Masses.
3. In co-operation with HSSF parish schools, establish Children's Masses, weekend classes, etc for the initial formation of children.
4. Arrange and foster Youth involvement in Archdiocese youth activities & resources.
5. Arrange and support Adult programs or speakers for Lent, Advent, Sacraments & other social justice or spiritual initiatives.

APPENDIX 7b (i) – HSSF PARISH PROFIT & LOSS STATEMENTS

HOLY SPIRIT & ST FRANCIS PARISH PROFIT & LOSS STATEMENT FOR PERIODS SHOWN (in \$'000)						
Rev 4.1 Date: 16 Sept 2026						
CODE	DESCRIPTION	2024 ACTUAL	2025 ACTUAL	2026 BUDGET	2026 AUGUST YTD	2025 / 26 NOTES
tba	Bequests & Trusts Income	n/a	n/a	5	7	
1020	Collections (Second)	38	44	45	39	
1030	Donations	9	10	9	8	
1210	Interest Income - Bank	3	4	4	0	
1220	Investment Income - Interest & Dividends	86	67	65	62	\$80k expected. Payable at 5.4%, some later in year year
1280	Rental Income	150	183	185	124	Tombola \$108k, Presbyteries \$60k, Tennis \$4k
1330	Thanksgiving Income	68	62	65	44	
tba	All Other Income	11	5	5	5	
TOTAL REVENUES		365	376	383	289	
2180	Cleaning & Gardening	36	38	40	32	
21XX	Church & Liturgy Requisites	18	24	34	13	Catechetics, Church, Liturgy, Copying, Printing, Supply Fees, etc
2210	Consultants	56	7	5	nil	Accounting, Other. (Share of BCC costs only in 2025)
2260	Electricity, Gas & Water	17	21	20	12	
2290	Insurance	39	14	14	9	CCI reduced costs by allocation of some to MACS.
2330	Archdiocesan Levies	39	49	40	19	
23XX	Rented Property Leasing Costs	12	27	25	19	
2430	Routine Church Repairs & Maintenance	58	38	40	26	Fit-out, furniture, equipment , rubbish
24XX	Routine Rented Property Repairs & Utilities	nil	8	10	29	
24YY	Restorative Repairs & Maintenance	nil	11	25	48	Surveys, SH Switchboards, IHOM protective panels, other
30XX	Staff - Salaries, Super, Workcover	39	45	46	31	
tba	All Other Expenses	20	9	9	5	Bank Fees, Freight, Catering, Donations, Welfare, Car, BCC Rates, etc
TOTAL EXPENSES		334	291	308	243	
OPERATING SURPLUS / (DEFICIT)		31	86	75	46	

APPENDIX 7b (ii) – HSSF PARISH BALANCE SHEET

HOLY SPIRIT & ST FRANCIS PARISH BALANCE SHEET AS AT 16 SEPT 2026 (in \$'000)								
Rev 4.1: Date: 16 Sept 2026								
CODE	DESCRIPTION	SH PARISH 2024	SM PARISH 2024	IHOM PARISH 2024	TOTAL HSSF END-2024	TOTAL HSSF END-2025	TOTAL HSSF 16 SEPT 2026	NOTES
ASSETS								
	BANK							
4011	Main Bank Account	135	1	65	201	174	128	CDF Operating Acnt at 0.7% Four accounts paying 5.4%
4110	Term Deposits	1649			1649	1650	1712	
	Total Bank	1784	1	65	1850	1824	1840	
	CURRENT ASSETS							
41XX	Debtors	107	2	nil	109	106	14	
41XX	St Mary's Hampton Control	6			6	6	0	
4350	Other Receivable Income	-1			-1	0	-5	
4400	Prepaid Expenses	1			1	12	4	
	Total Current Assets	113	2	nil	115	124	13	
	FIXED ASSETS							
4600	Building	4111	3762	7890	15,763	15,763	15,763	
4610	Land	1295	1,000	15,610	17,905	17,905	17,905	
4620	Office Equipment, Furniture & Fittings	699	591	35	1325	1,325	1,325	
4640	Plant & Machinery	15		26	41	41	41	
	Total Fixed Assets	6120	5,353	23,561	35,034	35,035	35,035	
	TOTAL ASSETS	8017	5,356	23,627	36,999	36,896	36,887	
LIABILITIES								
	CURRENT LIABILITIES							
5010	Creditors	23	86	10	119	128	12	
5030	Other Clearing Accounts	-2			-2	3	-4	
5040	Other Creditors / Accruals	6	4	31	41	41	20	Special Collections, SM Grant
50XX	Payroll - PAYG Tax, Super, Leave	9			9	9	9	
620	GST	-1		-1	-2	-3	-1	
	Total Current Liabilities	34	90	40	164	179	36	
	Total Non-Current Liabilities	5			5	5	6	
	TOTAL LIABILITIES	39	90	40	169	184	42	
	NET ASSETS	7978	5,266	23,587	36,831	36,798	36,844	
	EQUITY							
9100	Accumulated Funds from Prior Year	4775	3,568	11,855	20,197	20,338	20,338	
9199	Current Year Profit/(Loss)	94	10	15	118	85	46	
9210	Asset Revaluation Reserves	3105	1,736	11,547	16,389	16,389	16,389	
92XX	Retained Earnings / Balancing	6	-50	170	126	-14	111	
	TOTAL EQUITY	7978	5,266	23,587	36,831	36,798	36,884	

APPENDIX 7c - HSSF PROPERTY MANAGEMENT PLAN

The Parish has facilities at three sites – Sacred Heart Sandringham, St Mary’s Hampton and Immaculate Heart of Mary (IHOM) Hampton East. The following provides details of the current and projected use of each of the facilities and the building issues and projects with each facility.

1. Sacred Heart Sandringham

This site comprises: Sacred Heart Church – used principally for Sunday mass, weekday masses and funerals and other liturgical services ; Presbytery – occupied by the Parish Priest Father Martin Tanti; and the Parish Office.

The complex was built was built in 1973. Three major works have been completed on the Church structure – internal renovations (1985); altar repositioning, recarpeting and other architectural features (2005); and reroofing and façade renovation (2015).

The Parish plans to continue to use these facilities for their current use for the long-term. Sacred Heart Church is the principal Church of the Parish.

Facility Plans

The following table shows the significant facility projects planned for the medium term. In addition, there will be normal maintenance activities.

Facility	Facility Issues	Comments
Sacred Heart Church	- Hydronic concrete slab heating system is at end of its service life - Ceiling fans at end of their service life - Church ventilation system has been blocked - Carpet at each of its service life - Foyer painting	Investigating replacement of gas boiler unit (costing in excess of \$6000 to annually operate) with heat pump system using solar system with battery back-up. Investigating replacement of fans with multi-direction fans – push ceiling heat down in winter and reverse for summer heat Restore ventilation system to 1973 standard Investigating replacement of carpet Repaint foyer/ toilet area
Parish Presbytery		Renovations recently completed
Parish Office		Office renovated in last 3 years

2. St Mary's Hampton

This site comprises: St Mary's Church – used principally for Sunday mass, weekday mass and funerals and other liturgical services; Parish House – rented; and Tennis Courts – shared with the school

The Church was opened in 1924 and physically adjoins St Mary's School.

The Parish plans to continue to use the St Mary's Church while mass attendances remain at current 70 to 80 parishioners attending Saturday vigil masses.

Facility Plans

The following table shows the significant projects planned for the medium term. In addition, there will be normal maintenance activities.

Facility	Facility Issues	Comments
St Mary's Church	- Parishioners can no longer use the school's toilets. There is a single toilet located in the Church near the utility room adjacent to the old altar. - There is a need for an accessible toilet.	Investigating the installation of an accessible toilet next to the existing internal toilet with accessible ramp to be installed on step. Next step is preparation of architectural drawings as building permit is required.
Parish House		Normal maintenance
Tennis Courts	Tennis court covering requires replacement	School to pay for covering replacement as most use during School hours

3. Immaculate Heart of Mary (IHOM) Site

This site comprises:

- IHOM Church built in 1973 and is used principally for Sunday mass, weekday masses and funerals and other liturgical services
- IHOM Church External Toilets built in 1973
- IHOM Presbytery built in 1973 and rented
- Resurrection Hall was purchased from the Salvation Army in about 1980 and used for various Parish activities and by Neocatechumens for weekly services
- IHOM School facility was originally built in 1957 and has been extended over the years with last extension in 2010. Leased to Tombolo Academy since 2020, which provides valuable income to support the Parish. Tombolo Academy has been offered a site lease for school, tennis pavilion and tennis courts area.
- IHOM tennis pavilion and two tennis courts were built in 1970s and are currently not used. Tennis courts need to be recovered. Tombolo Academy has been offered a site lease for school, tennis pavilion and tennis courts area.
- Remainder of site comprising sealed carpark, playground and memorial.

Use of facilities

The Parish plans to continue to use these facilities for their current use for the long-term, except for the Tombolo Academy area for which a site lease has been offered.

The Parish will investigate the construction of a new Parish Multi-functional Hall facility on the site of the existing presbytery. This facility could be funded through the sale of the Resurrection Hall site. In addition, the Parish plans to develop a master plan for the IHOM site (excluding the Tombolo Academy area) with the intention of increasing the car parking area, improving site drainage and eliminating the existing playground and external toilet facilities.

Facility Plans

It is noted that little maintenance has occurred on these facilities for over 20 years and so there is a significant backlog. The following table shows the significant projects planned for the medium term, principally to deal with the maintenance backlog. In addition, there will be normal maintenance activities.

Facility	Facility Issues	Comments
IHOM Heart Church	• Spire and roof concrete tiles are falling off, skylight is corroded and guttering is severely corroded. • No internal toilets • Church brickwork is cracked in a number of places caused by differential settlement of concrete slab.	Replace skylight and spire and roof tiles with colorbond sheeting and guttering. Next step is architectural drawings as project requires approval of Archbishop and a building permit. Investigate the installation of internal toilet facilities, including accessible toilet. Next step is preparation of architectural drawings as building permit is required. Repair brickwork as part of spire project and remove large shrubs next to Church and improve drainage in vicinity of Church building
IHOM Presbytery		Normal maintenance
IHOM External Toilets		Normal maintenance
Resurrection Hall	• Refurbishment required of male and female toilets and replacement of hot and cold-water pipes. • Guttering requires replacement • Painting required	Refurbishment works to be carried out to enable Hall to be used usefully over next 5 years.

APPENDIX 7d – PARISH MAP



