

MEMO TO: All Church Leaders and Church Trustees

Health & Safety Requirements for Churches and Church Trusts

ICB to host presentations through the country...

New health and safety legislation will come into force in April that will affect Churches and the way we engage with our people on a daily basis. In response, the *InterChurch Bureau* (ICB) is holding information workshops nationwide to help churches work through what the changes will mean for them.

The ICB is a group of administrators of many Christian denominations who meet regularly and allow churches to share common-interest information about legislation and its administration

Health and safety legislation covers places we spend a lot of time when we are not at home. It affects everyone who works for all organisations. On any given day some of the places we visit are churches and church-owned buildings. Churches engage many people to further their mission, whether as employees, ministers, or volunteers. Church attendees often fulfil many different roles in any given week. In some way all these roles and places are governed by the new legislation.

The *Health and Safety at Work Act 2015* comes into force on 4 April 2016. The provisions of the Act apply to a person or organisation conducting any business or undertaking. In addition the Act explicitly states that it applies to a business or undertaking whether or not it is conducted for profit or gain. The only exemption is for a group that is fully voluntary (i.e. has no employees). Although the Act will come into force from 4 April, the process for implementing the legislation will take some time.

The new legislation challenges us to balance the risks we take when we reach out to those in need and fulfil the Christian mandate while ensuring all participants in this process are safe and healthy –

*to clothe the naked, feed the hungry,
visit the sick and those who are in
prison, and welcome the stranger.*

(New Testament, Matthew 25).

ICB has been active in observing, analysing, and reviewing developments in the proposed health and safety reforms. ICB is also taking steps to keep all Christian Churches up to date on developments. To this end ICB has organised presentations that cover the *Health and Safety at Work Act 2015*.

The workshops will be held over several dates throughout March and April. The presentations will be specific to the church environment and provide overviews and useful advice for church organisations and leaders. The presentations will focus on practical and effective steps and procedures to assist in meeting our legal and ethical obligations.

The spirit of these workshops is about being better informed of your responsibilities in a church context under the new legislation, and looking at ways to do all that is practicably possible to ensure

the safety of those who are in our care and who enjoy our hospitality in the course of our work and ministries.

These ecumenical events, to be held in various regions in the coming months, will be of real value to church-community leaders, church property managers, trustees and front-line pastoral and administrative staff. They will be presented by staff from consultancy Paul Divers Associates and hosted by ICB and local Church communities.

The schedule of events is enclosed with this communication. We look to have two attendees from each local church community/parish or church trust. Attendance at the event will mean you are provided with a comprehensive workbook prepared by Paul Diver Associates. This workbook will include information on the legislation and its requirements, as well as practical forms and processes for you to implement straight away in your local Church community.

Registration for any of these events is simple.

- Send an email to Elizabeth Kay on elizabeth@acpb.org.nz and provide:
 - Your name (or names from your Church);
 - The church and denomination which you represent;
 - Event you wish to attend.
- The cost of each event is \$25p.p. On registration your name will be provided to your denominational representatives on ICB who will then arrange payment.

On behalf of the Churches of New Zealand, the ICB looks forward to working with you all as we journey into a new way of understanding our health and safety obligations, within our calling to be at the service of those most in need.



Chris Bethwaite

CHAIR
INTERCHURCH BUREAU

2 March 2016

Encl. Workshop Schedule.

Health & Safety Workshops

Date	City	Location	Address	Time
Tuesday, 15 March 2016	Auckland - Takapuna	Takapuna Methodist	427-429 Lake Road, Takapuna	9.00am - 12.00pm
Tuesday, 15 March 2016	Auckland - Parnell	Selwyn Library	Bishops Court, 8 St Stephens Ave, Parnell	1.30pm - 4.30pm
Thursday, 17 March 2016	Auckland - Manukau	Manukau Baptist	9 Lambie Drive, Manukau	9.00am – 12.00pm
Thursday, 17 March 2016	Auckland - Remuera	Sommerville Presbyterian	497 Remuera Road, Remuera	6.00pm - 9.00pm
Tuesday, 22 March 2016	Auckland - Henderson	Church Unlimited	3 Te Atatu Rd, Glendene Shopping Village	1.00pm - 4.00pm
Tuesday, 29 March 2016	Whangarei	Elim Christian Centre	33 Porowini Ave, Whangarei	2.00pm - 5.00pm
Wednesday, 30 March 2016	Hamilton	Hamilton Central Baptist	33 Charlemont Street, Hamilton	10.00am - 1.00pm
Wednesday, 30 March 2016	Hamilton	Hamilton Central Baptist	33 Charlemont Street, Hamilton	6.00pm - 9.00pm
Thursday, 31 March 2016	Tauranga	Bethlehem Baptist Church	90 Bethlehem Rd, Tauranga	10.00am - 1.00pm
Thursday, 31 March 2016	Rotorua	Rotorua Presbyterian Church	Cnr Ranolf and Victoria Streets Rotorua	4.00pm - 7.00pm
Tuesday, 5 April 2016	Wellington	St Johns in the City	Cnr Willis and Dixon Streets, Wellington	9.00am - 12.00pm
Tuesday, 5 April 2016	Lower Hutt	Knox St Columba Presyterian Church	574 High Street Lower Hutt	5.00pm - 8.00pm
Wednesday, 6 April 2016	Christchurch	South West Baptist	244 Lyttleton Street, Spreydon	1.00pm - 4.00pm
Wednesday, 6 April 2016	Christchurch	St Albans Baptist	64 McFaddens Road, St Albans, Christchurch	6.00pm - 9.00pm

Thursday, 7 April 2016	Dunedin	Caversham Baptist Church	Cnr Surrey Street and South Road	1.00pm - 4.00pm
Thursday, 7 April 2016	Dunedin	Caversham Baptist Church	Cnr Surrey Street and South Road	6.00pm - 9.00pm
Wednesday, 13 April 2016	Nelson	Elim Christian Centre	625 Main Road, Stoke	10.00am - 1.00pm
Wednesday, 13 April 2016	Nelson	Elim Christian Centre	625 Main Road, Stoke	6.00pm - 9.00pm
Thursday, 14 April 2016	Blenheim	Elim Christian Centre	26 Burleigh Road, Blenheim	1.00pm - 4.00pm
Thursday, 14 April 2016	Blenheim	Elim Christian Centre	26 Burleigh Road, Blenheim	6.00pm - 9.00pm
Tuesday, 19 April 2016	Napier	<i>To be confirmed</i>		1.00pm - 4.00pm
Tuesday, 19 April 2016	Hastings	Hastings Elim Church	Cnr Victoria & Miller Streets, Hastings	6.00pm - 9.00pm
Wednesday, 20 April 2016	Palmerston North	Diocesan Centre (Catholic Church)	33 Amesbury Street, Palmerston North	1.00pm - 4.00pm
Thursday, 21 April 2016	New Plymouth	St Joseph's Hall (Under Church)	Devon St W, New Plymouth	6.00pm - 9.00pm
Wednesday, 27 April 2016	Queenstown	City Impact Church	3 Hansen Road, Franton	10.00am – 1.00pm
Wednesday, 27 April 2016	Invercargill	<i>To be confirmed</i>		

Other location dates and venues to be confirmed:

Northland
 Greymouth
 Coromandel
 Timaru
 Gisborne