

HEALTH, SAFETY AND WELLBEING POLICY

1. Statement

The Anglican Diocese of Auckland (the **Diocese**) is a place of welcome to all people. We are committed to promoting a culture of safety and wellbeing across the diocese, to maintaining safe environments and to protecting the health, safety and wellbeing of clergy, employees, volunteers, contractors and visitors. We aim to remove or reduce the risks to the health, safety, and welfare of our clergy, employees, contractors, volunteers, and all other persons who access and use our sites, or who participate in our ministries, programmes, events, and activities.

Everyone within the Diocese shares the responsibility to ensure we create a welcoming, positive and productive environment, not just for clergy, employees, and volunteers at each ministry unit¹, but also for our parishioners, visitors, contractors, suppliers and others who use our services.

The Diocese expects the application of the best standards of practice in all our locations in relation to the health and safety of our clergy, employees, volunteers, contractors and visitors who access and use our premises. A high priority will be given to these practises.

Our Health and Safety Management Plan includes policies, procedures, practices, and documentation designed to meet our commitment to health, safety, and wellbeing.

2. Theological Statement

Every person is made in the image of God (imago Dei), and because we are created as such we each have inherent dignity, and are worthy of respect. This is foundational for how we relate to one another, treating each other as we would like to be treated and thereby reflecting how God sees and relates to us.

3. Purpose

The purpose of this Policy is to:

- Foster a safe and healthy environment for working and worshipping.
- Promote an environment where all individuals are treated with dignity and respect.
- Ensure that incidents, accidents and near-misses within the Diocese are taken seriously and dealt with promptly and sensitively.
- Ensure that all hazards and risks are identified and managed in a timely manner and as far as reasonably practicable.

4. Application

This Policy applies to all persons in the Diocese, and its ministry units. Application of this policy also applies to ministers, employees, contractors, officers, and volunteers when they are required to operate or function off-site on behalf of the Diocese.

¹ "Ministry unit" means a parish, mission district, mission venture or local shared ministry unit. For further definitions, see the Ministry Unit Statute 2013.

5. Definitions

“Duty Holder”	Each ministry unit is also the Duty Holder and has overall responsibility to ensure the safety of its workplace, premises and physical environments.
“Governing body/bodies”	Local representative body with responsibility for the administration of a ministry unit (sometimes known as “vestry” or “council” or “committee”). For the purposes of this Policy includes Diocesan Council.
“Ministry unit”	Shall mean a parish, mission district or local shared ministry unit and shall for the purposes of this policy also include any mission venture.
“Officers”	All members of the governing bodies of the Diocese and ministry units are officers of their PCBU.
“PCBU”	The Diocese, and each ministry unit, including mission ventures, are considered to be a Person Conducting a Business or Undertaking (PCBU).
“The Diocese”	Shall mean the Anglican Diocese of Auckland.
“Volunteer”	Under the Health and Safety Work Act 2015 volunteers are deemed to be workers and therefore organisations engaging volunteers have an obligation to ensure they have a safe and healthy work environment and volunteers have an obligation to follow health and safety protocols. Volunteers are people who carry out work in any capacity for a ministry unit on an ongoing basis with the knowledge and consent of the ministry unit.
“Wellbeing”	Wellbeing is a state that encompasses the physical, mental and emotional, social and spiritual dimensions of health ² . It can be experienced by individuals and societies and can be determined by the extent to which these dimensions are balanced and the ability of people and societies to live and function with a sense of meaning and purpose ³ .

² Te Tāhuhu o te Mātauranga (n.d.). Hauora. Te Poutāhū Curriculum Centre. Retrieved August 20, 2024, from <https://newzealandcurriculum.tahurangi.education.govt.nz/hauora/5637172340.p>

³ World Health Organization (n.d.). Promoting well-being. Retrieved August 20, 2024, from <https://www.who.int/activities/promoting-well-being>

6. Policy

Everyone within the Diocese will comply with all relevant legislation, regulations, standards and codes of practice, and all current and future policies and procedures of the diocese and relevant ministry unit related to health, safety and wellbeing.

Oversight responsibility for the health, safety and wellbeing of those within our diocese is held by governing bodies. Management duties are distributed to various individuals throughout the diocese based on their roles and responsibilities.

Non-compliance with health and safety requirements could result in prosecution under the Health and Safety At Work Act, and/or in potential breach of ministry standards.

7. Review

This Policy and the supporting guidelines will be reviewed every two years by the Diocesan Health and Safety Working Group.

This Policy was approved by Diocesan Council in September 2024.

8. Related Policies and Documentation

- Anti-Bullying, Harassment and Discrimination Policy
- Child Protection Policy
- Diocesan H&S guides and resources
- Police Vetting Policy
- Privacy Policy
- Statutes of the Anglican Diocese of Auckland, including but not limited to The Ministry Unit Statute 2013
- Canons of the Anglican Church of Aotearoa, New Zealand and Polynesia.

9. Related Legislation

- Health and Safety at Work Act 2015
 - Health and Safety at Work (General Risk and Workplace Management) Regulations 2016
 - Health and Safety at Work (Worker Engagement, Participation and Representation) Regulations 2016.