

Anglican Church of Bream Bay
***Pro-Tem* Report of Health and Safety to the AGM 2025**

The position of Health and Safety representative at ACBB remain vacant; this is a *pro-tem* report prepared by the Vicar. Council encourage anyone with an interest in health and safety to identify themselves to the Vicar or Wardens. It is not necessary to be a member of Council to be the Health and Safety representative, although regular brief reports to Council are expected. Regular updates from the Diocese will be sent to the representative. The new archdeacon has been approached about the possibility of centralising this function throughout Te Tai Tokerau/Northland parishes.

No incidents of injury or harm to persons were reported to Council in 2024. We have heard informally that there was an injury following a fall to an individual playing sport in the hall at St Paul's; all groups have been advised to ensure proper reporting of any accident or injury to the Parish Council. Anyone signing a hall hire agreement is advised about this.

Following complaints from neighbours to St Paul's, the Parish Council established an alcohol use policy for anyone hiring the halls; sale of alcohol is prohibited. Anyone hosting an event that serves alcohol must demonstrate that they have obtained a temporary alcohol permit from Whangārei District Council; this permit requires responsible use policies.

At his visit on 11 April 2024 to bless the new altar at St Peter's, Bishop Ross noted that our anti-abuse and bullying signage at St Peter's was out of date. This was rectified at both churches and the Op Shop within two days. A subsequent visit by then Archdeacon Jonathan Gale confirmed that the signage was correct.

Liz Rawhiti reported that she had reviewed safety policies related to working alone as she began her leadership of the Foodbank.

Annual fire evacuation practices were carried out at both churches and documented. What we learned from these is that it is important that alternate exits must not be blocked. A tsunami evacuation map has been posted at St Paul's. A similar map will be posted at St Peter's in 2025.

The car park at St Paul's Church was striped, although signposting is pending at this writing. Striping will encourage people to park in such a way as to allow emergency and first-responder vehicles to access the building. This is particularly important at St Paul's, since the hall is regularly hired out to sport activities that cater to older persons. Disabled carparks were also designated to increase compliance with legal requirements and expectations, and the comfort of disabled persons who access the church and hall.

There was damage to St Paul's Church by one renter, who broke into the church thinking that they had hired the church, not the hall. As a result, all interior doors were re-keyed. There are now sign-in/out registers at both churches that all persons entering the buildings are asked to sign. All persons who have any building key must now sign for that key with Essie Leech. The lockbox system appears to be working well to minimise the number of keys in circulation.

A hazard identification inventory and register has not been undertaken at the three church properties, and this should be prioritised in 2025.