

Risk Controls and Mitigations

At Generocity Church, our commitment to being people of courageous influence across regional, rural and coastal Australia includes creating safe environments where everyday people can encounter Jesus. Living out our value that "People Matter," we employ a comprehensive approach to risk control and mitigation that protects and cares for our entire community.

Hierarchy of Controls

We follow the established Hierarchy of Controls when determining how to address and mitigate identified risks:

1. Elimination: Removing the hazard entirely from the workplace or environment.
2. Substitution: Replacing the hazardous element with something safer.
3. Engineering Controls: Isolating people from the hazard through physical changes to the environment or equipment.
4. Administrative Controls: Implementing procedures and policies to reduce risk.
5. Personal Protective Equipment (PPE): Providing protective gear to reduce exposure to the hazard.

For more details on how to apply the hierarchy in various scenarios, refer to the [zz Hierarchy of Controls](#).

WHS and Hazard Management

All risk controls related to workplace safety must comply with the guidelines set forth in our Workplace Health and Safety (WHS) Policy. This includes ensuring that regular safety inspections are conducted, and hazards are managed according to the Hazard Management procedures outlined in the handbook.

For health and safety risks that cannot be fully eliminated, ensure that engineering and administrative controls, as well as personal protective equipment (PPE), are effectively implemented. This structured approach supports our ability to create safe environments for ministry.

High-Risk Treatment

For any identified high-risk scenarios, a Detailed Action Plan for High Risks ([zz Detailed Action Plan for High Risks](#)) must be completed. This form outlines the steps and responsibilities required to mitigate the risk effectively and must be approved by the senior leadership before any activity can proceed.

High-risk items are prioritised, and immediate control measures are required to reduce the risk rating to an acceptable level.

Preventive Controls: Policies, Procedures, and Protocols to Prevent Incidents

Our preventive controls are overseen by designated leaders who ensure policies, procedures, and protocols protect our community while supporting our mission while protecting our community:

1. Policies:

- Implement and regularly update core policies such as Anti-Discrimination, Anti-Harassment, and Child Protection policies.

- Ensure all staff and volunteers are familiar with these policies through regular training and communication.

2. Procedures:

- Develop and maintain clear procedures for all church activities, including worship services, youth programs, and community outreach.
- Regularly review and update these procedures to reflect best practices and changing circumstances.

3. Protocols:

- Establish protocols for building security, including access control and key management.
- Implement protocols for financial management, including dual authorisation for transactions above a certain threshold.

4. Regular Inspections and Maintenance:

- Conduct scheduled inspections of church property and equipment to identify and address potential hazards.
- Maintain a preventive maintenance schedule for all church facilities and equipment.

5. Training and Education:

- Provide regular training on safety procedures, emergency response, and risk awareness.

- Conduct specific training for high-risk activities or roles within the church.

Reactive Controls: Incident Response and Management Procedures

Living out our value of "Thankful Hope" (1 Thessalonians 5:18) and being "Spirit Led," our reactive controls enable us to respond to incidents with both grace and decisive action:

1. Emergency Response Plan:

- Develop and maintain a comprehensive emergency response plan covering various scenarios (e.g., fire, medical emergencies, natural disasters).
- Regularly conduct drills and simulations to ensure readiness.

2. Incident Reporting System:

- In the event of an incident, our Incident Reporting System must be used to document, report, and investigate the event. This system is critical for analysing the root causes of incidents and ensuring that mitigation strategies are reviewed and updated accordingly.
- All incidents should be logged in accordance with the protocols outlined in the Incident and Hazard Report Form. This includes documenting actions taken post-incident and ensuring the necessary follow-up, as per the WHS Emergency and Incident Management guidelines.

3. Investigation Procedures:

- Develop protocols for investigating incidents, including root cause analysis.
- Ensure lessons learned from incidents are incorporated into future preventive measures.

- Document and track all corrective actions to ensure continuous improvement in risk management.

4. Crisis Communication Plan:

- Establish a crisis communication plan to manage internal and external communications during and after an incident.
- Designate spokespersons and provide media training as necessary.

5. Post-Incident Support:

- Provide counselling and support services for those affected by incidents.
- Conduct post-incident reviews to identify areas for improvement in risk management practices.

People Protection Controls

Reflecting our foundational value that "People Matter" (Matthew 22:37-39) and our commitment that every person is valuable and deserving of love, respect and care, we maintain comprehensive protection measures

When implementing controls to protect people, particularly children and vulnerable individuals, refer to the Safer Churches - Child Protection Policy. This includes guidelines for screening volunteers, supervision protocols, and response actions to any child safety risks.

Controls in this area must align with the broader church policies for working with vulnerable groups, with specific emphasis on safeguarding during church programs.

Hazard Management

As a church committed to creating discipleship communities across regional, rural and coastal Australia, our approach to hazard management reflects both spiritual wisdom and practical stewardship.

The management of hazards, including chemical, ergonomic, psychosocial, and health-related hazards, should follow the protocols established in the Hazard Management section of the WHS guidelines.

Generocity Church is committed to identifying, assessing, and controlling hazards to ensure a safe environment for all. Our hazard management approach covers various types of hazards:

Chemical Safety

1. Inventory and Safety Data Sheets (SDS):

- Maintain an up-to-date inventory of all chemicals used on church premises.
- Ensure Safety Data Sheets are readily available for all hazardous substances.
- Regularly review and update the chemical inventory ([zz Hazardous Substances Inventory](#)) and SDS collection.

2. Risk Assessment and Control Measures:

- Conduct risk assessments for all chemicals used in church activities.
- Implement appropriate control measures based on risk assessments, such as proper storage, handling procedures, and personal protective equipment (PPE).
- Provide training on safe handling of chemicals to relevant staff and volunteers.

Physical and Ergonomic Hazards

1. Workstation Setup and Ergonomics:

- Conduct ergonomic assessments of all workstations, including office spaces and areas where volunteers work.
- Provide ergonomic equipment and furniture as needed.
- Offer training on proper ergonomic practices to prevent musculoskeletal disorders.

2. Manual Handling Procedures:

- Develop and implement safe manual handling procedures for activities such as moving furniture or equipment.
- Provide training on proper lifting techniques and use of mechanical aids.
- Regularly assess manual handling tasks to identify and mitigate risks.

Psychosocial Hazards

1. Discrimination and Harassment:

- Implement and enforce robust anti-discrimination and anti-harassment policies.
- Provide regular training on recognizing and preventing discrimination and harassment.
- Establish clear reporting procedures and support mechanisms for those who experience or witness such behaviour.

2. Stress and Mental Health Management:

- Develop programs to support mental health and well-being among staff and volunteers.
- Provide access to counselling services or employee assistance programs.
- Conduct regular check-ins and offer flexible work arrangements where possible to reduce stress.

Health and Hygiene Hazards

1. Biological, Physical, and Chemical Health Hazards:

- Identify potential health hazards in all church activities and environments.
- Implement control measures such as proper ventilation, hygiene practices, and use of PPE where necessary.
- Regularly review and update health hazard assessments.

2. General Health and Safety Practices:

- Promote good hygiene practices through education and provision of necessary facilities (e.g., hand washing stations).
- Implement and maintain cleaning and sanitisation protocols for all church areas.
- Ensure proper food safety practices in church kitchens and during events involving food service.

Environmental Hazards

1. Fire Safety:

- Install and maintain appropriate fire detection and suppression systems.
- Conduct regular fire drills and provide fire safety training to all staff and volunteers.
- Ensure clear evacuation routes and assembly points are established and communicated.

2. Electrical Safety:

- Regularly inspect and maintain all electrical systems and equipment.
- Implement a system for reporting and addressing electrical hazards.
- Provide training on electrical safety to relevant staff and volunteers.

3. Working at Heights:

- Develop safe work procedures for any tasks involving working at heights.
- Provide appropriate equipment (e.g., ladders, scaffolding) and ensure it is properly maintained.
- Offer training on working at heights safety to relevant personnel.

4. Noise Control:

- Assess noise levels in various church activities, particularly in music and youth programs.
- Implement noise control measures where necessary, such as acoustic treatments or volume limits.
- Provide hearing protection equipment where appropriate and educate on its proper use.

Summary

By implementing these comprehensive risk controls and hazard management practices, Generocity Church demonstrates our commitment to create safe environments for our entire community. Regular review and updating of these measures ensures their continued effectiveness in managing risks and hazards.

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