

The Board's response on giving volunteers access to the church building/premises independently from employed staff

1. Access to our premises

Immanuel church is a congregation in the heart of Stockholm with approx. 1400 members. Access to the church is open to everyone from Monday to Thursday from 10am to 7pm and Fridays from 10am to 4pm. In the church square there is an information desk staffed by volunteers during these hours. Anyone who needs to enter a booked room during these hours, can borrow keys to unlock the booked room. The key must be acknowledged and returned when the booking ends. Alternatively, the caretaker is contacted to gain access to the booked premises.

There are caretakers employed in the church during weekdays from 8 am to 10 pm, Saturdays from 9 am to 4 pm, Sundays from 8 am to 8 pm who are helpful in opening and locking the premises on occasions when the church is not open. In other words, the church is staffed with caretakers 89 hours/week.

2. Reasons for limiting access

Access to Immanuel Church premises for volunteers is only possible when the caretakers are on site. This is due to:

Security

For security reasons, it is important that we have control over the people in our premises, for example in the event of a fire when the premises need to be evacuated or in case of illness when we need to quickly guide an ambulance to the right place.

The security guards always finish their duty each night by doing a security round check to make sure the premises are empty and doors are closed and locked.

Insurance/theft.

The church has great financial assets that need to be protected. By only allowing activities during hours when caretakers are on site, this allow us to have greater control over these assets. Even the insurance companies requires that we have control over our financial assets.

For events/rentals

The evening before any booked event, the caretaker ensures that the room is ready as well as the technology and other equipment required for the event are in order. For this reason, they must ensure that there are no changes until the event starts.

3. Procedures regarding access to the premises

Procedures for access to the premises apply when the caretaker is on site and presupposes that the premises are booked.



Keys are only given to employees and in exceptional cases to people with specific needs.

Badges which are programmed for use at certain times, can be obtained for those responsible for certain activities. The badge enables access to the church premises, to the church square and to the elevators between floors.

Codes that apply to specific groups and during specific times are given to participants in different groups to be able to enter the church.

4. Conclusion

Based on the above order, we consider that the movers' request is largely fulfilled by providing access to Immanuel Church premises for group leaders during specific times when caretakers are on site, while maintaining a high level of security at Immanuel Church.

In view of the above, the board considers the motion answered.

The Board, March 21, 2024