

HEALTH AND SAFETY POLICY STATEMENT

GENERAL STATEMENT

Auckley Parish Council recognises and accepts its responsibilities as an employer for providing a safe and healthy working environment for all its employees, contractors volunteers and others who may be affected by the activities of the Parish Council.

The Council will meet its responsibilities under the Health and Safety at Work Etc Act 1974, and will provide as far as is reasonably practicable, the resources necessary to fulfil its commitment.

The Council will seek as and when appropriate, expert technical advice on Health and Safety to assist the Clerk in fulfilling the Council's responsibilities for ensuring safe working conditions.

AIMS OF HEALTH AND SAFETY POLICY

To provide as far as is reasonably practicable:

A safe place of work and a safe working environment

Arrangements for considering, reporting and reviewing Health and Safety matters at work including regular risk assessments of working activities

Systems of work that are safe and without risks to health

Obtaining specialist technical advice and assistance on matters of Health and Safety when necessary.

Sufficient information, instruction and training for employees, contractors and volunteers to carry out their work safely.

Care and attention to the health, safety and welfare of employees, contractors, volunteers and members of the public who may be affected by the Council's activities.

ARRANGEMENTS AND RESPONSIBILITIES FOR CARRYING OUT THE HEALTH AND SAFETY POLICY

The Clerk will:

Keep informed of relevant health and safety legislation

Advise the Council on the resources and arrangements necessary to fulfil the Council's responsibilities under the Health and Safety Policy.

Make effective arrangements to implement the Health and Safety Policy

Ensure that matters of health and safety are regularly discussed at meetings of the Parish Council.

Clerk's Email: clerk@auckleyparishcouncil.gov.uk

Ensure that regular risk assessments are carried out of working practices and facilities with subsequent consideration and review of any necessary corrective/protective measures.

Maintain a file of risk assessments, summarised in the minutes.

Make effective arrangements to ensure that those contractors or voluntary helpers working for the Council comply with all reasonable health and safety requirements.

All contractors will be required to abide by the terms of the conditions' service level agreement and specified scope of work and will be given a copy of the Council's Health and Safety Policy.

Ensure that work activities by the Council do not unreasonably jeopardise the health and safety of members of the public.

Maintain a central record of notified accidents.

Where an accident or hazardous incident occurs, take immediate action to prevent a reoccurrence or further accident and to complete the necessary accident reporting procedure.

Act as the contact and liaison point for the Health and Safety Executive.

All employees, contractors and volunteers will:

Cooperate fully with the aims and requirements of the Council's Service Level Agreement for Contractors and Health and Safety Policy. Comply with Codes of Practice or work instructions for health and safety.

Take reasonable care for their own health and safety, to use appropriate personal protective clothing and where appropriate, ensure that appropriate first aid materials are available.

Take reasonable care for the health and safety of other people who may be affected by their activities.

Not intentionally interfere with or remove safety guards, safety devices or other equipment provided for health and safety.

Not misuse any plant, equipment, tools or materials.

Report any accidents or hazardous incidents to the Clerk.