



HEALTH AND SAFETY POLICY

1. GENERAL STATEMENT OF THE COUNCIL

Dinton with Ford & Upton Parish Council (The Council) has a legal duty of care towards protecting the health and safety of its employees and other people affected by its business activities.

The Council accepts its responsibility for the health, safety and welfare of its staff, customers, volunteers, contractors and visitors, and will take all reasonable and practicable steps to prevent work-related ill health and personal injury, and to comply with legal requirements.

The Council pledges to:

- Bring this Policy statement to the attention of all employees & volunteers
- Carry out and regularly review risk assessments of its operations to reduce risks
- Communicate and consult with our employees/volunteers on matters affecting their health and safety
- Comply fully with all relevant legal requirements, codes of practice and regulations at all levels
- Eliminate risks to health and safety where possible
- Encourage staff/works and volunteers to identify and report hazards so that we can all contribute towards improving safety
- Ensure that emergency procedures are in place at all locations for dealing with health and safety issues
- Maintain any premises we are responsible for, provide and maintain safe plant and equipment
- Only engage contactors/volunteers who are able to demonstrate due regard to health and safety matters
- Provide adequate resources to control the health and safety risks arising from our work activities
- Provide adequate training and ensure that all employees are competent to do their tasks
- Provide information, instruction and supervision, where necessary for employees and volunteers
- Regularly monitor performance and revise policies and procedures to pursue a programme of continuous improvement
- Where risks cannot be eliminated they will be minimised by substitution, the use of physical controls, or, use of personal protective equipment or, as a last resort, through safe systems of work.

This Health and Safety Policy will be reviewed at least annually, and revised as necessary to reflect changes to business activities and any changes to legislation. Any changes to the Policy will be brought to the attention of all employees/volunteers.

2. RESPONSIBILITY FOR SAFETY

Individual

Every employee has responsibility for the safety for themselves, their colleagues and others. The Town Council will enforce necessary disciplinary procedures to ensure compliance with Health and Safety in the event of the failure of employees to follow guidelines.

Corporate

The Council has the primary responsibility for the safety of the Council's operations. The Council, through the Clerk to the Council, is responsible for implementation of the Council's Policy, accident investigation and reporting, and ensuring the provision of information and training for staff.

Safety Representative

The Health and Safety Representative for the council is the Clerk to the Council.