

Health and Safety Policy Statement

Health and Safety at Work Act 1974

This is the Health and Safety Policy Statement of
CLARBOROUGH & WELHAM PARISH COUNCIL

Our statement of general policy is:

To provide adequate control of the health and safety risks arising from our work activities;
to consult with our employees on matters affecting their health and safety;
to provide and maintain safe plant and equipment;
to ensure safe handling and use of substances;
to provide information, instruction and supervision for employees;

to ensure all employees are competent to do their tasks, and to give them adequate training;
to prevent accidents and cases of work -related ill health;
to maintain safe and healthy working conditions; and
to review and revise this policy as necessary at regular intervals.

Signed: *P Gibson*

Date: 13th May 2024

Responsibilities

Overall and final responsibility for health and safety is that of

CLARBOROUGH & WELHAM PARISH COUNCIL

Day-to-day responsibility for ensuring this policy is put into practice is delegated to
Wendy Davies - Parish Clerk

All employees have to:

Co-operate with the Parish Council on health and safety matters;
not interfere with anything provided to safeguard their health and safety;
take reasonable care of their own health and safety; and
report all health and safety concerns to an appropriate person (as detailed in this policy statement).

Health and safety risks arising from our work activities

Risk assessments will be undertaken by **nominated Councillor(s)**.

The findings of the risk assessments will be reported to the **Parish Council**.

Action required to remove/control risks will be approved by the **Parish Council**.

The **Clerk** will be responsible for ensuring the action required is implemented.

The **Parish Council** will check that the implemented actions have removed/reduced the risks.

Assessments will be reviewed annually in **MAY** or when the work activity changed, whichever is soonest.

Consultation with employees

Health and Safety (Consultation with Employees) Regulations 1996 apply.

Employees representative is: Wendy Davies, **Parish Clerk**

Consultation with employees is provided by: **Cllr Phil Gibson**

Reviewed on 13th May 2024