



## Winsley Parish Council

### **HEALTH AND SAFETY POLICY**

#### **1. Introduction**

Winsley Parish Council recognises the importance of, and its responsibility for, providing a safe and healthy environment for its members, staff, volunteers, contractors and others who may be affected by its activities.

The Parish Council's statement of general policy, below, is based upon that required by the Health and Safety at Work etc. Act 1974. Although the Council has a single employee, the principles of the Act and its underpinning Regulations as later published are taken by the Council as a minimum requirement for the safe and effective management of the Council and its activities.

#### **2. Health and Safety Statements**

Winsley Parish Council will, as far as reasonably practicable:

- provide adequate control of the health and safety risks arising from our activities;
- consult with staff on matters affecting their health and safety;
- provide and maintain safe equipment;
- provide sufficient information, instruction, and supervision of staff, contractors and volunteers to carry out their work safely;
- ensure all staff and volunteers are competent in their Council-related activities, and to provide adequate training;
- prevent accidents and activity-related ill health;
- maintain safe and healthy conditions for conducting the Council's business and the public facilities it provides.

#### **3. Implementation**

Responsibility for ensuring this policy is maintained, reviewed and put into practice lies with the Clerk and the Parish councillors.

All councillors, employees and volunteers are expected to:

- co-operate in carrying out this policy throughout the Parish Council's activities;
- take reasonable care of their own health and safety;
- report all health and safety concerns to the Clerk.

#### **4. Availability and Review**

This policy is available on Winsley Parish Council's website and in hard copy by request to the Clerk. It will be brought to the attention of those engaging with council activities (e.g. volunteers) as required. The policy will be monitored and reviewed as required and at least once every three years. The policy may be amended at any time with the approval of the Parish Council.

Other policies that include elements relating to Health and Safety are the Parish Council's Risk Management Policy and Volunteer Policy.

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*Policy history*

<b>Description</b>	<b>Date</b>	<b>Minute Number</b>
Adopted	4 October 2011	88
Last reviewed	5 November 2019	101.2