

# **Hurworth Parish Council**

## **Procedure P28 January 2014, updated 20<sup>th</sup> May 2015**

### **Health and Safety Policy Statement**

#### **1. Introduction**

The council has twelve elected (or co-opted) councillors – non-paid, and two part time paid staff.

The council has a duty of care for a number of sites within Hurworth Parish, and owns Hurworth Grange. These sites include:-

- Hurworth Grange buildings and grounds (under lease)
- All Saints Church open section (east area)
- Lychgate open area
- Westfield Drive road side area
- Hurworth Village Green
- Goblins Wood

1.1 The Council recognises and accepts its statutory responsibilities as an employer and will strive to secure the health, safety and welfare of it's employees and stakeholders affected by it's activities (for example, members of the public, school pupils, service users, visitors, contractors, etc).

The council will do this by assessing the possible risks and establishing suitable and adequate risk control measures. The Council is committed to complying with all relevant health and safety legislation.

The Council does, however, recognise that compliance with legislation is only a minimum requirement, and will therefore strive to improve and achieve higher standards.

The management of health and safety is regarded as an integral part of the Council's business activities with health and safety objectives regarded as being of equal importance to other council objectives.

The Council is committed to continuous improvement in health and safety performance and to this end will develop a Corporate Health Safety Improvement Plan which includes key targets and objectives for improvement in health and safety management and risk control.

Progress against the plan will be monitored regularly by the Council members, and the Parish Clerk.

The Council will monitor health and safety performance to verify that the Council's Health and Safety Policy is being implemented and health and safety standards are being maintained and progressively improved.

The Council is committed to the development of a climate in which a positive health safety and wellbeing culture is developed and maintained.

#### **2. The Council will achieve this by:-**

Maintaining effective systems of communication on health, safety and wellbeing matters;

- Ensuring that there is sufficient competency within the organisation in terms of health and safety support and advice and ensuring that all employees and elected members are provided with sufficient information, instruction and training to enable them to fulfil their responsibilities as defined by this policy and supporting documents;
- Establishing and maintaining control by setting clear health, safety and welfare objectives and providing strong leadership;
- Securing co-operation between individuals, trade unions, employee safety representatives and working groups.

### **3. APPLICATION**

This Policy applies to all Council operations, employees, elected members and, where appropriate, contractors, service users, and visitors.

### **4. REQUIREMENTS**

The Council will, so far as is reasonably practicable;

1. ensure that adequate resources are made available to ensure the effective implementation of this Policy and to ensure the health, safety and welfare of staff and others affected by Council work activities;
2. ensure that a sufficient number of competent persons are available to advise the Council on it's legal requirements for health and safety and on current best practice;
3. ensure that suitable and sufficient assessments of all significant risks to staff, visitors and other third parties from it's work activities are completed and recorded;
4. ensure that all significant risks are either removed or adequately controlled;
5. provide and maintain equipment and systems of work that are safe and without risks to health;
6. make arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage and transport of equipment.
7. maintain any place of work under its control in a condition that is safe and without risks to health;
8. provide and maintain a working environment for its employees and visitors that is safe, without risks to health, and adequate as regards facilities and arrangements for staff welfare at work;
9. provide such information, instruction, training and supervision as is necessary to ensure the health and safety at work of its elected members and employees including temporary staff.