



**OLD WUGHTON PARISH COUNCIL
 HEALTH AND SAFETY POLICY v2**

General statement of Health and Safety Policy

Old Woughton Parish Council recognises and accepts its duty as an employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all its employees and any members of the public likely to be affected by its activities as a local authority.

The Council will take all reasonable and practicable measures to meet this responsibility, paying particular attention to the provision and maintenance of:

- a. Plant, equipment and systems of work that are safe.
- b. Safe arrangements for the use, handling, storage and transport of articles and substances.
- c. Sufficient information, instruction, training and supervision to enable all employees to identify and avoid hazards and also to be able to contribute positively to their own safety and health at work, and that of others.
- d. The Parish Council reviews annually a Risk Assessments document.

It shall be the duty of every employee while at work:-

- a. To take reasonable care for the health and safety of him/herself and of other persons who may be affected by his acts or omissions at work.
- b. As regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provision, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with.
- c. To ensure Council equipment in their charge is properly maintained and correctly used.
- d. To report promptly to the Chairman all accidents, damage and dangerous occurrences in which they are involved and any illness, physical disability or other impairment of their health which may affect, either permanently or temporarily, their ability to perform their normal work.

Contractors are expected to have their own Health & Safety policy and to carry out a risk assessment prior to the commencement of work.

<u>REVIEW HISTORY</u>			
Version 1	July 2013		
Version 2	10/02/15	Adopted	09/03/15