Woodbury Parish Council

(serving Exton, Woodbury and Woodbury Salterton)

HEALTH & SAFETY POLICY STATEMENT

GENERAL STATEMENT

1. OVERVIEW

The Health and Safety of all staff, councillors, volunteers, members of the public, and tenants, is of paramount importance to the Parish Council (Council).
The Council has reviewed the Health and Safety legislation (including the Health & Safety at Work Act 1974) when considering its responsibilities and setting the Health and Safety Policy objectives. There is a separate Health and Safety Policy for all employees and Risk Assessment and Risk Management that accompanies this statement.

2. COUNCIL RESPONSIBILITIES

The COUNCIL is committed and will ensure, so far as is reasonably practicable, the health, safety, and welfare at work or conducting Council business for all staff, councillors, volunteers, and members of public.

It will manage its business in such a way, and so far, as is reasonably practicable, that people are not exposed to risks to their safety and welfare, but the responsibility of taking care of their own health and safety and that of the people they work with is in the first instance with the employee or Councillor. This statement explains in broad terms what must be completed to achieve the Council's objectives.
The aim is to conduct all business in a safe manner.

3. OBJECTIVES AND COMMITMENT

Council objectives toward fulfilling this policy are:

- To consult with our employees on matters concerning their health and safety;
- To provide and maintain safe premises and equipment;
- To ensure safe handling and use of substances;
- To provide information, instruction and supervision of employees;
- Concentrate on the elimination of risks to persons as a priority, then on risk reduction and adequate control prevention of injury, loss and damage.
- Identify the health and safety hazards and manage those hazards so that the risks are effectively controlled in accordance with the Council's Risk Management and associated policies.
- Work to safety standards which satisfy statutory requirements and reflect good industry working practices.
- Continuously review and develop the Council's Risk Management and when changes in legislation, industry practice or technology occur, revise them accordingly.
- Make sure staff, councillors and volunteers are competent to do their task and trained. Ensure they understand and can carry out the responsibilities needed to fulfil the job requirement.
  This will involve, but will not be limited to selection, training, and retraining.
- To maintain safe and healthy working conditions;
- To review and revise this policy as necessary at regular intervals

4. LEGAL OBLIGATIONS

The Council recognises the legal obligations placed on it by the Health and Safety at Work Act 1974 and subsequent legislation.

The Health and Safety documentation and records are held by the Council in line with General Data Protection Regulation. The Council's policies, risk management and procedures are on the Parsh Council's website and can be found in a public office file; each Councillor also holds a copy in their procession.

The Office has a First Aid Box and any accidents and work-related ill health must be recorded in the accident book and the Clerk notified. The Clerk will advise the Parish Council, and any other appropriate organisations will be notified if necessary.

Adopted 11th March 2024 and reviewed annually