

# **PRESTON PARISH COUNCIL**

## **Doc008 – Health and Safety Policy**

Adopted May 2024

Chair: Margaret Trinder

## **General Statement**

Preston 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 its employees and any members of the public likely to be affected by its activities as a local authority.

## **Aims of Health and Safety Policy**

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

- Systems of work that are safe and without risk to health.
- Safe arrangements for the use, handling, storage and transport of articles and substances.
- Sufficient information, instruction, training and supervision to enable its 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.

## **Duties and Responsibilities**

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

- To take reasonable care for the health and safety of him/herself and of other persons who may be affected by his / her acts or omissions at work.
- To ensure Council equipment in their charge is properly maintained and correctly used.
- 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 and Safety Policy and to carry out a risk assessment prior to the commencement of work.

**Reviewed:** May 2024 **Next Review:** May 2027