GRINDON & THORPE THEWLES PARISH COUNCIL

HEALTH & SAFETY POLICY

General statement of Health and Safety Policy

Grindon & Thorpe Thewles 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, members, volunteers 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 employees and volunteers 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.

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

a. To take reasonable care for the health and safety of themself and of other persons who may be affected by their acts or omissions at work.

b. As regards any duty or requirement imposed on their employer or any other person by or under any of the relevant statutory provision, to co-operate with them 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 Chair of the Parish Council all accidents, damage and dangerous occurrences in which they are involved and any illness, physical disability or other impairment of their health which may effect, 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.

Responsibilities

The Council delegates to the Council's appointed Maintenance Group, in liaison with the Clerk, responsibility for:

a reviewing the Policy and Arrangements as required, but as a minimum, on an annual basis.

b coordinating risk assessments and COSHH

c ensuring Control Measures are in place.

Risk Assessments

A risk assessment is simply a careful examination of what, in your work, could cause harm to people, so that you can weigh up whether you have taken enough precautions or should do more to prevent harm.

Workers and others have a right to be protected from harm caused by a failure to take reasonable control measures.

Arrangements

The Council will ensure that all contractors, have adequate insurance and have carried out a risk assessment before undertaking tasks required.

This includes, but not exclusively:

a maintenance of the registered village green

b management of trees and hedges

c maintenance of benches

d maintenance of other Council owned assets

Volunteers undertaking tasks on behalf of the Council will be encouraged to follow good practice in the use of any equipment and provided with safety equipment if necessary.

Use of the Village Green

The Council has a policy on use of the Village Green, which ensures that all who use it legitimately have adequate insurance cover and understand their responsibilities under Health & Safety legislation.

Working from home

Employees who work from home using their own equipment, such as computers, printers etc are responsible for ensuring that the equipment is safe and that they follow good practice in its use.

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