

# **MELTON ROSS & NEW BARNETBY PARISH COUNCIL**

## **Health and Safety Policy**

For Adoption Full Parish Council Meeting – 25 September 2023

Reviewed annually at the Annual Meeting of the Parish Council  
Date of next review: May 2024

### Policy Aim

The aim of this Policy is to assist Melton Ross & New Barnetby Parish Council in providing a safe and healthy workplace and working environment for all its employees, and to protect all other persons not employed by the Council, but who may be affected by their work activity.

### Summary

The Policy provides the framework by which the management of health and safety within the Council will be carried out, including all necessary arrangements and organisation. Effective communication and competence throughout the organisation will be essential to the success of the Policy.

Throughout this Statement, terms such as 'staff', 'workers', 'employees' include both paid and volunteer workers

### Policy Statement

Melton Ross & New Barnetby Parish Council ('the Organisation') recognises and accepts its health and safety duties for providing a safe and healthy working environment (as far as is reasonably practicable) for all its workers (paid and volunteer) and other visitors its premises, under the Health and Safety at Work Act 1974, and any other relevant legislation and common law duties of care.

- subsequent acts of law to provide adequate control of health and safety risks arising from our activity.
- To consult with contractors, volunteers and users on matters arising from Health and Safety where appropriate.
- To carry out regular check on all equipment and assets used by or owned by the Council.
- To prevent accidents where possible and to maintain logs of accidents and incidents.
- To ensure that "health and Safety" is considered for all agendas of the Council, to enable consideration of matter in periods between meetings and new areas of works / projects are encompassed.

It is the policy of the Parish Council to promote the health, safety and welfare of the staff and of all visitors to the Organisation's premises ('the Premises'). To enable the Council to carry out these responsibilities it will, so far as is reasonably practicable, take steps to:

- make the workplace safe and without risks to health where possible;
- make arrangements to ensure the risks are minimised to protect the health and safety of the general public or other persons that may arise from the Organisation's activities and ensure that a suitable and sufficient assessment of the risks is carried out;
- make specific assessment of risks in respect of new or expectant mothers and young people under the age of eighteen as required;
- provide information to other employers of any risks to which those employer's workers may be exposed to when working for the Organisation or on their premises;
- ensure that plant and machinery are safe and that safe systems of work are set and followed;
  - provide adequate welfare and first aid facilities;

- provide such information, instruction, training and supervision as is needed;
- provide free any protective clothing or equipment required by law and determined by suitable and sufficient risk assessments;
- report certain injuries, diseases and dangerous occurrences to the enforcing authority;
- consult with staff about matters affecting employees health and safety;
- encourage persons on the premises to co-operate with the Organisation in all safety matters, in the identification of hazards which may exist and in the reporting of any condition which may appear dangerous or unsatisfactory;
- encourage everyone to accept their own responsibility not to endanger themselves or others and to assist actively in fulfilling the requirements and spirit of legislation and good practice;

This policy statement and/or the procedures for its implementation may be altered at any time by the Parish Council. The statement and the procedures will be reviewed annually by the Parish Council.