

STANTON LACY PARISH COUNCIL

Health and Safety Policy

Adopted: July 2025

Review: July 2028

Introduction

This policy sets out the general principles and approach that the parish council will follow in respect of health and safety legislation for premises and activities for which it is responsible. The parish council aims to protect the health, safety and welfare of employees, contractors, residents and members of the public within its area, who may be affected by the council's activities. The Parish Council will follow the legal requirements set out in the Health and Safety at Work Act 1974, which imposes duties on organisations, their employees and others to ensure health and safety in the workplace.

Employees

An employer's duty is to provide a healthy and safe place of work:

- A safe system of work
- Safe equipment
- Carrying out risk assessments to minimise risk factors
- Providing relevant instruction, training and management of staff
- Providing staff welfare facilities

Employees must take reasonable care of themselves and others who may be affected by their actions and comply with their employers' arrangements for managing health and safety. Employers must consult with employees on health and safety matters. Local councils have the same responsibilities to home workers as other employees to ensure their health, safety and welfare.

Duties to non-employees, Councillor, Contactors and Volunteers

Councils must ensure that non-employees (e.g. councillors, members of the public, contractors and visitors) are not put at risk. The Council must ensure that contractors are adequately insured and have public liability insurance and ensure that any work activities carried out on its behalf do not unreasonably jeopardize the health and safety of the general public. Councillors, contractors and volunteers are reminded that they have a duty to care for their own safety and that of other workers and other persons who might be affected by their activities and to co-operate with the council so as to enable it to carry out its own responsibilities successfully. The final level of responsibility is, however, that of each and every individual.

Risk assessments

STANTON LACY PARISH COUNCIL

Councils must protect their employees and others from harm. They must:

- Identify hazards
- Assess risk
- Eliminate hazards or if this is not possible
- Control the risk

The Council will ensure that a risk assessments are reviewed regularly and updated when new activities or equipment are undertaken.

Safety equipment

Safety equipment, known as personal protective equipment (PPE), can reduce the risk of injury caused by:

- Inhalation (e.g. masks)
- Falling materials (e.g. helmets)
- Excessive noise (e.g. earplugs)
- Extremes of temperature (e.g. gloves and other outerwear)

Instruction, training and management

Everybody needs to know how to work safely. It requires identifying for example, the particular training needs of new recruits (including councillors), young employees and people changing jobs or duties. Any accident which does occur needs to be reported in accordance with Health and Safety guidance and recorded.

Displaying posters

Health and safety posters must be displayed where they can be seen easily.

Insurance

Local councils are required by law to insure against liability for injury or disease to employees arising out of their employment. It is also essential that councils have public liability insurance that is adequate and up to date.