



**AUDLEM PARISH COUNCIL  
HEALTH AND SAFETY POLICY  
Under the Health & Safety at Work Act 1974**

Audlem Parish Council is committed to ensuring the safety of its employees, Councillors and anyone DIRECTLY affected by our activities. The Parish Council will meet its responsibilities under the Health and Safety at Work Act 1974, and will provide as far as reasonably practicable, the resources necessary to fulfil this commitment.

**AIMS OF THIS HEALTH AND SAFETY POLICY**

To provide as far as is reasonably practicable:

1. A safe place of work and a safe working environment.
2. Arrangements for considering, reporting and reviewing matters of health and safety at work, including regular risk and asset assessments.
3. Systems of work that are safe and without risks to health.
4. Obtaining specialist expert technical advice and assistance for ensuring safe working conditions, safe work equipment (including, where necessary, appropriate protective clothing) and safe methods of work.
5. Sufficient information, instruction and training for employees, contractors and voluntary helpers to carry out their work safely.
6. Care and attention to the health, safety and welfare of employees, contractors, voluntary helpers and members of the public who may be affected by the council's activities.

Councillors and employees must:

- Take reasonable care for their own health and safety and of other people who may be affected by the Parish Council's activities.
- Co-operate fully with the aims and requirements of this Health and Safety policy.
- Maintain safe and healthy working conditions and make arrangements for the resources to fulfil the Council's responsibilities under this Health and Safety policy.
- Provide and maintain safe plant and equipment and ensure the safe handling and use of hazardous substances.
- Report any fault with, damage to or concern about any Parish Council asset, equipment or its use to the Clerk.
- Report to the Clerk any accident or hazardous incidents at work or when on Parish Council business which involves personal injury, however trivial, so that details can be recorded in the Accident Book.
- Not attempt to repair equipment unless suitably trained and authorised.
- Not misuse any plant, equipment, tools or materials so as to cause risks to health and safety.
- Not intentionally interfere with or remove safeguards, safety devices or other equipment provided for health and safety.
- Satisfy itself that any organisation who is contracted to carry out work for the Parish Council is able to demonstrate that it pays due regard to Health and Safety matters and has appropriate public liability cover of £5 million.

The Parish Council must bring this policy to the attention to its employees and all members of the Council. It must seek their co-operation in supporting the Parish Council's efforts to establish and

maintain a safe and healthy working environment. They must consult with employees on matters affecting their Health and Safety and provide information, instruction and adequate training for employees.

The Health & Safety Policy was reviewed and adopted at the Audlem Parish Council Meeting held on:

Date: 13<sup>th</sup> July 2020

Signed: Steve Boyes (Chairman/Vice-Chairman)

Signed: Belen Lopez Bloor (Proper Officer)

Original signed copy held on file by the Parish Clerk.