

Kirby Bellars Parish Council

Health & Safety Policy

Kirby Bellars Parish Council recognises and accepts its duty as an employer to ensure, so far as is reasonably practicable, the health, safety and welfare of its employees and any members of the public likely to be affected by its activities as a parish council.

The Parish Council will take all reasonable and practicable measures to meet this responsibility, paying particular attention to:

- a. the maintenance of premises, plant, equipment and the use of systems of work that are safe.
- b. providing sufficient information, instruction, training and supervision to enable all employees to identify and avoid hazards and to be able to contribute positively to their own safety and health at work and that of others.
- c. obtain expert technical advice on health and safety as and when required to assist the Clerk in fulfilling the council's responsibilities for ensuring safe working conditions.
- d. ensuring that regular risk assessments are carried out and that any necessary corrective and/or protective measures are undertaken.

Parish Council employees shall:

- a. take reasonable care for their own health and safety and that of other persons who may be affected by their activities
- b. comply with any duty or requirement imposed by the council or by relevant statute
- c. ensure council equipment is maintained and used correctly
- d. report any hazards identified while at work.

The Clerk shall:

- a. maintain a record of any notified accidents
- b. if an accident or hazardous incident occurs, take any necessary action to prevent a recurrence or further accident
- c. submit an accident report to the Chairman and to the next meeting of the parish council.

Contractors are required to have their own Health & Safety Policy and to carry out a risk assessment prior to the commencement of work.

Reviewed: May 2023