

# **HOTHFIELD PARISH COUNCIL**

## **HEALTH AND SAFETY POLICY**

HOTHFIELD PARISH COUNCIL recognises and accepts its responsibility for providing a safe and healthy environment for its members, staff, volunteers and anyone else affected by its activities.

The Council maintains this policy for the management of health and safety as its top priority and will do all that is reasonably practicable to ensure effective organisation and planning are established and maintained.

The Council will also ensure that appropriate and effective audit and review mechanisms are used to inform the work of the Council, which undertakes to commit appropriate resources to manage health and safety.

The following statement is based on that required by the Health and Safety at Work Act 1974.

Hothfield Parish Council's Health and Safety Policy is as follows:-

- To provide adequate control of the health and safety risks arising from our activities
- To consult with staff on matters affecting their health and safety
- To provide and regularly maintain safe equipment
- To provide sufficient information, instruction and supervision of staff, volunteers and visitors as is reasonably practicable
- To ensure all staff and volunteers are competent in any activity they undertake in relation to Hothfield Parish Council and to provide adequate training as far as is reasonably practicable
- To prevent accidents and activity related ill health as far as is reasonably practicable
- To maintain safe and healthy conditions for conducting the Council's business
- To maintain safe and healthy conditions in all public facilities provided
- To review and revise this policy annually

*Approved by Hothfield Parish Council: October 2012*