

WINDLESHAM PARISH COUNCIL HEALTH & SAFETY STATEMENT

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Version & Date	Amendments made
V1.0-200728	Adopted at Full Council meeting 28 th July 2020
V1.0-210223	Reviewed at Full Council 23 rd February 2021
V2.0-220125	Reviewed at Full Council 25 th January 2022 (addition - All Contractors working on behalf of the Council must be insured and be working to Health and Safety standards and complete Health and Safety checks.)
V2.0-220125	Reviewed at Full Council 25 th October 2022
V2.0-231128	Reviewed at Full Council 28 th November 2023
V2.0-240709	Reviewed at the Personnel Committee being held on the 9 th July 2024 and Full Council 23 rd July 2024

1 Statement

- 1.1 Windlesham Parish Council (Council) is committed to ensuring the health, safety and welfare of its employees, customers, and others throughout their interaction with the Council.
- 1.2 It is the policy of this Council to encourage all employees to be not only aware of their legal responsibilities, but to be actively involved in developing a positive and progressive safety culture so that no one is exposed to risks to their health or safety as a result of the way the Council conducts its business.
- 1.3 In order to achieve the objectives of this policy this Council will comply with all of its legal duties by ensuring that:-
- Each employee is given such comprehensible, relevant and appropriate information, instruction, and training as is necessary to enable the safe and healthy performance of work activities.
 - Managers assess risks and introduce preventative and protective measures, so far as is reasonably practicable or devise systems of work where significant risks to health and safety are identified. These preventative and protective measures or safe systems of work will be implemented and supervised to ensure any risks are reduced to an acceptable minimum.
 - The working environment is maintained in a condition that is safe, free from risks to health and that adequate facilities for employees' welfare at work are made.
 - Adequate facilities and arrangements are maintained to enable staff and their representatives to raise issues of health and safety.
 - Procedures are devised that will ensure that all machinery and equipment purchased is suitable for its intended purpose and that any hazardous substances used or produced as a result of Council work are assessed and adequately controlled.
 - Procedures are devised that ensure the effective planning, organisation, control, monitoring and review of health and safety in relation to Council buildings and activities is undertaken to include associated preventative and protective measures.
- 1.4 Every member of staff has a legal duty to co-operate with the Council to assist in complying with all of its statutory duties. The successful implementation of this policy requires total commitment from everyone in the Council from Members to staff at all levels and

Contractors. Each individual has a legal obligation to take reasonable care for their health and safety and for the health and safety of people who may be affected by their acts or omissions.

- 1.5 The Parish Council will regularly monitor this policy to ensure that the objectives are achieved. It will be reviewed annually or earlier if so required by legislation or additional material or in light of organisational changes.
- 1.6 All Contractors working on behalf of the Council must be insured and be working to Health and Safety standards and complete Health and Safety checks.

Signed:

Chairman of the Parish Council

Parish Clerk

Date:

Date:

This policy will be reviewed annually or earlier if so required by legislation or additional material.