

HEALTH AND SAFETY STATEMENT

1. General Statement

- a. Burrowbridge Parish Council recognises and accepts its responsibilities in providing and maintaining a safe and healthy environment to:
 - i. contractors
 - ii. visitors
 - iii. volunteers
 - iv. anyone else that may be affected by the activities of the Council
- b. The Council will meet its responsibilities under the Health and Safety at Work Act (insert date) and will provide, as far as is reasonably practicable, the resources necessary to fulfil this commitment.
- c. The Council will seek as and when appropriate, expert advice on Health and Safety to assist all Councillors' in fulfilling their responsibilities for ensuring safe working conditions.
- d. The Health and Safety Statement will be kept up to date and an annual review will take place to ensure changes to any of the Councils activities do not jeopardise the safety of those listed in 1.a above.

2. Responsibilities

- a. The Councils Health and Safety (H&S) Officer is a nominated person responsible for co-ordinating effective H&S on behalf of Burrowbridge Parish Council.
- b. The Parish Council requires all Councillors to support the H&S Officer and approach H&S in a systematic way, by identifying hazards and problems ensuring they can be rectified as soon as possible.
- c. The H&S Officer is responsible for:
 - i. The production and maintenance of the Parish Council's H&S Statement and ensuring all relevant H&S legislation is met.
 - ii. Monitoring and reporting to the Parish Council on the effectiveness of the policy.

- iii. Ensuring that work activities do not unreasonably jeopardise the H&S of members of the public.
- iv. Reviewing on an annual basis the assessments of risk within the Parish.
- d. People working on behalf of the Parish Council or who are employed by other organisations are expected to follow Parish Council H&S guidelines with regard to their personal safety and their method of work. This responsibility will be included in contracts or working arrangements.

3. Health and Safety Guidelines

- a. All employees, contractors and volunteers will:
 - i. Take reasonable care for their own H&S, to use appropriate personal protective clothing and, where appropriate, ensure that appropriate first aid materials are available.
 - ii. Take reasonable care for the H&S of other people who may be affected by their activities.
 - iii. Not intentionally interfere with or remove safety guards, safety devices or other equipment provided for H&S.
 - iv. Not misuse any equipment or materials.
 - v. Report any accidents or hazardous incidents to the H&S Officer.

4. Assessments of Risk

- a. An overview of potential risks is carried out and reviewed on an annual basis. This will take the form of an annual 'Safety Audit'.
- b. Potential risks have been identified and listed separately. A review of these will form part of the annual Safety Audit.