

# Hesket Parish Council

## HEALTH AND SAFETY POLICY

Adopted by Full Council on March 12<sup>th</sup> 2019  
Reviewed May 2024

### Introduction

Hesket Parish Council recognises that under the Health and Safety at Work Act 1974 it has a legal responsibility to ensure the health, safety and welfare of its employees and volunteers (including councillors). It is also keen to ensure, as far as is reasonably practicable, that members of the public who use council owned public areas do so in the safest way possible.

### Responsibilities

The council recognises and accepts its responsibility for providing safe and healthy working conditions for its employees and volunteers, paying particular attention to:

1. the provision and maintenance of equipment and systems of work, ensuring they are designed and maintained to operate and function safely;
2. promoting safety awareness among its employees, volunteers and members of the public;
3. the wearing of Personal Protective Equipment if required;
4. ensuring any contractors engaged by the council adhere to such health and safety issues as the council may deem compulsory;
5. conducting risk assessments as necessary and retaining these on record;

Health and safety will be kept under review by the council but the employees and volunteers are reminded that they also have a duty of care for their own safety and that of other persons who might be affected by council activities and to co-operate with the council so as to enable it to carry out its own responsibilities successfully.

The final level of responsibility is, however, that of each and every individual.

Volunteers should:

1. seek advice on safety and health matters from the Clerk, and follow any advice given;
2. use, in a correct and safe manner, all equipment including machinery, tools and Personal Protective Equipment if required;
3. report immediately to the Clerk, or Chair any defects in plant, structures, equipment which come to their notice;
4. report promptly to the Clerk, or Chair, any incidents which have led or might lead to injury or damage and co-operate with any investigation which might be undertaken with the object of preventing accidents or re-occurrence of incidents. Any such incidents will be recorded by the Clerk.

A copy of this statement will be issued to the employees and volunteers of the council.