

CULLOMPTON TOWN COUNCIL



HEALTH, SAFETY & WELFARE POLICY

Adopted by Full Council on 28 September 2017

Cullompton Town Council's Health and Safety Policy comprises of three key elements namely:

1. Policy Statement
2. Organisation and Responsibility
3. Arrangements

Where appropriate, policy arrangements will be supported by a suite of forms, templates and other guidance received from the Council's advisors, the Health and Safety Executive and others.

1. Policy Statement

This Policy Statement of intent has been prepared in Accordance with Section 2 of the Health and Safety at Work etc. Act 1974

Cullompton Town Council regards the promotion of health, safety and welfare as an essential objective. The Council recognises and accepts its responsibility for providing, so far as is reasonably practicable, a safe and healthy workplace and other facilities for both employees and those who may be affected by or served by the Council's activities. As such, the Council recognises that its responsibilities for health and safety extend to the promotion of public events and provision of community services which may be provided by the Council itself or in partnership with others.

Members of the Cullompton Town Council accept overall responsibility for Health and Safety. However, the Council has assigned responsibility for the day to day implementation of this policy to the Town Clerk.

As required by Regulation 7 of the Management of Health and Safety at Work Regulations 1999, Cullompton Town Council will appoint one or more competent persons to assist them in achieving compliance with the requirements and prohibitions imposed by or under the relevant statutory provisions and similarly by the Regulatory Reform (Fire Safety) Order 2005.

The main objectives of this policy are to:

- Provide and maintain a safe and healthy working environment including the implementation of safe systems of work.
- Provide appropriate organisational arrangements for the effective implementation of this policy.
- Provide and maintain buildings and other facilities owned or controlled by the council in a manner that promotes the safety and wellbeing of the workforce and those using them.
- Ensure that adequate resources including time, funding, competent personnel are provided and made available for the effective implementation of this policy.
- Where appropriate, provide and maintain all necessary tools, equipment, plant, vehicles, etc. which are safe and without undue risk to health.
- Increase the awareness of all employees, volunteers, councillors, contactors and partner organisations as to their responsibility for the health and safety of themselves and others.
- Ensure a systematic approach to hazard identification, risk assessment, risk elimination or risk reduction, and control.
- Ensure the provision of all necessary information, instruction and training for the workforce, volunteers and councillors; and where appropriate, contractors and partner organisations.
- Regular monitoring of the application and effectiveness of this policy.

Cullompton Town Council recognises that the active participation of employees, volunteers, contractors, councillors and other partner organisations is essential in achieving the Council's policy objectives. The Cullompton Town Council will therefore make and maintain suitable arrangements for consulting, communicating, cooperating and coordinating on health safety and welfare matters with all parties including the workforce.

This Policy Statement and supporting sections on organisation and arrangements will be formally reviewed on annual basis.

Signed: Chair/Mayor Cullompton Town Council

Witnessed by: The Town Clerk

Date: 28 September 2017

Date of next review: September 2018