



## **Treverbyn Parish Council**

### **Health and Safety Policy Statement**

Treverbyn Parish Council is committed to providing a safe and healthy environment for all employees, councillors, contractors, volunteers, and members of the public who may be affected by our activities. Ensuring health and safety is a fundamental priority in all aspects of the Council's operations and services.

#### Our Commitment

To meet our commitment, Treverbyn Parish Council will:

##### **1. Comply with Legislation**

Ensure compliance with all relevant health and safety legislation, regulations, and codes of practice.

##### **2. Provide Safe Working Conditions**

Maintain workplaces, facilities, and equipment to a safe standard and ensure they are regularly inspected and maintained.

##### **3. Risk Assessment**

Identify and assess risks associated with the Council's activities, reducing these risks as far as reasonably practicable through effective controls and mitigation measures.

##### **4. Information, Instruction, and Training**

Provide appropriate information, instruction, and training to all employees, councillors, and volunteers to enable them to perform their duties safely and effectively.

##### **5. Consultation and Communication**

Encourage open communication and consultation on health and safety matters with employees, councillors, and stakeholders, ensuring their views are considered in decision-making processes.

##### **6. Accident and Incident Reporting**

Maintain procedures for reporting, recording, and investigating accidents, incidents, and near misses to prevent recurrence and ensure continual improvement.

## 7. Emergency Preparedness

Develop and maintain plans for emergencies, ensuring employees, councillors, and volunteers are aware of their responsibilities and prepared to act effectively.

## 8. Monitor and Review

Regularly monitor, review, and revise health and safety policies and procedures to ensure they remain effective, up to date, and in line with best practices.

### Responsibilities

The Council is responsible for ensuring that health and safety remains a priority in all decisions and activities.

The Clerk is tasked with implementing this policy and ensuring compliance with health and safety procedures.

Employees, Councillors, and Volunteers must take reasonable care of their own health and safety and that of others who may be affected by their actions. They are required to report any concerns, hazards, or incidents promptly.

### Policy Review

This policy will be reviewed annually or sooner if required due to changes in legislation, activities, or identified risks.

Adoption Date: 25.02.25