**Laxton Parish Council**

**Health and Safety Policy**

**1. Policy Statement:**

* 1. Laxton Parish Council recognises and accepts its duty as an employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all its employees and any members of the public likely to be affected by its activities as a local authority.

**2. Key Principals of Policy:**

2.1 The Council will take all reasonable and practicable measures to meet this responsibility, paying particular attention to the provision and maintenance of:-

1. Plant, equipment and systems of work that are safe.
2. Safe arrangements for the use, handling, storage and transport of articles and substances.
3. Sufficient information, instruction, training and supervision to enable all employees to identify and avoid hazards and also to be able to contribute positively to their own safety and health at work, and that of others.

2.2 It shall be the duty of every employee while at work:-

1. To take reasonable care for the health and safety of him/herself and of other persons who may be affected by his acts or omissions at work
2. As regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provision, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with.
3. To ensure Council equipment in their charge is properly maintained and correctly used.
4. To report promptly to the Chairman all accidents, damage and dangerous occurrences in which they are involved and any illness, physical disability or other impairment of their health which may effect, either permanently or temporarily, their ability to perform their normal work.

**3. Assessment of Risk**

3.1 The Council will ensure that suitable and sufficient risk assessments are undertaken and recorded and that adequate control measures are introduced to manage identified risk in a safe and controlled manner.

**4. Approval and Monitoring of Contractors**

4.1 When procuring contracts the Council will ensure that Contractors have their own Health & Safety arrangements that are complimentary to this policy.

Approved Date: March 2015 (Minute 44/14)

Review Date: March 2018