

# **Chilton Town Council**

## **Health & Safety Policy**

### Statement of Intent

Chilton Town Council acknowledges that the Health and Safety at Work etc. Act 1974, associated regulation and Approved Codes of Practice provide the minimum standard for securing the health, safety and welfare of all employees at work.

Chilton Town Council recognises and accepts its responsibilities for the health, safety and welfare at work of all employees, whether on Chilton Town Council premises or carrying out Town Council business elsewhere. This responsibility extends to other persons who may be affected by the work of the Town Council.

Chilton Town Council will ensure that risk assessments are conducted, recorded and implemented to guarantee so far as is reasonably practicable the provision and maintenance of:

- safe premises, plant and systems of work;
- safe methods of using, handling, storing and transporting of articles and substances;
- suitable and sufficient information, instruction, training and supervision to enable all employees to avoid hazards and contribute positively to their own safety and health and work;
- a safe working environment with adequate arrangements for the welfare of employees; and safe access to, and egress from, places of work including procedures for evacuation in an emergency.

Employees with management responsibilities will ensure that significant risk are subject to properly conducted assessments that are regularly monitored and reviewed

and that work systems are planned to take account of health and safety issues.

Adequate facilities and arrangements will be maintained to consult with employees, trade union representatives and the relevant internal and external safety agencies, to

encourage a joint approach to the management of health safety and welfare.

All employees have a legal obligation to take reasonable care for their own health and safety, for the safety of others and to co-operate with Chilton Town Council in the performance of its statutory duties.

Chilton Town Council will appoint competent people to assist in meeting its health and safety obligations, including where appropriate, specialists from outside the organisation.

This statement of intent will be supplemented by procedures that set the performance standards to be achieved by departments when making arrangements to implement this policy.

Chilton Town Council Department will also produce policies that detail their arrangements for implementing this statement.

This statement, associated performance standards and departmental arrangements will be brought to the attention of all Chilton Town Council staff.

Chilton Town Council will review its health and safety responsibilities on a regular basis and continually monitor policies and procedures to ensure the achievement of best practice in all aspects of health and safety management.

Chilton Town Council will strive for continual improvement, by regularly auditing its health and safety performance.

Health and safety management will be included in Chilton Town Council's core business objectives, via its Corporate and Best Value Performance Plan.