

# FRAMINGHAM EARL PARISH COUNCIL



## HEALTH AND SAFETY POLICY

### Policy Statement

Framingham Earl Parish Council recognises and accepts its responsibility under the Health and Safety at Work Act 1974, for providing safe and healthy working conditions for its employee (Parish Clerk), contractors, voluntary helpers and others (including councillors) who may be affected by its activities.

### Application of Health & Safety Policy

The Council will take all reasonable and practicable measures to meet their responsibilities, particularly by:-

- Supporting the Parish Clerk in working from home to operate in a generally safe environment;
- Ensuring that all appropriate Council assets are properly listed, inspected regularly, and are properly maintained;
- Seeking when appropriate, expert advice to assist the Council maintain a safe environment;
- Ensuring that any voluntary helpers use appropriate tools in a correct and safe manner, and do not take any unnecessary risks;
- Ensuring that any contractors operate in a way that will not create a public hazard (contractors are expected to have their own Health & Safety policy, appropriate public liability insurance, and to carry out a risk assessment prior to the commencement of work);
- Ensuring that any accident, or Health & Safety related incident, occurring on or out of any Council asset, is reported as quickly as possible to the Chairman and is properly investigated to introduce measures to mitigate against any recurrence;
- Keeping informed of changes to Health and Safety legislation.

### Other Health & Safety Hazards

Where the Council becomes aware of any hazard for which it has no direct responsibility (e.g. Highways, Footpaths, Utilities, Private Property) it will notify the responsible authority or individual to address the issue.

### Review of Health & Safety Policy

This Policy and its application will be reviewed periodically and will be revised appropriately in light of any changes in law, accidents or other incidents, or changes in assets held by the Council.

Date of policy: This policy was reviewed and formally re-adopted with no amendments at Parish Council meeting on 5<sup>th</sup> March 2024.