

# Risinghurst and Sandhills Parish Council

## Health and Safety Policy

### **Health and Safety Statement:**

Risinghurst and Sandhills Parish Council recognises and accepts its responsibility for providing a safe and healthy environment for its members; staff; volunteers; visitors; and for anyone affected by its activities.

The Council maintains this policy for the management of health and safety as its top priority and will do all that is reasonably practicable to ensure effective organisation and planning are established and maintained. The Council will also ensure that appropriate and effective audit and review mechanisms are used to inform the work of the Council, which undertakes to commit appropriate resources to manage health and safety.

Our statement of general policy, below, is based upon that required by virtue of the Health and Safety at Work etc. Act 1974. Although the Council has less than 5 employees, the principles of the Act and its underpinning Regulations as later published are taken by the Council as a minimum requirement for the safe and effective management of the Council and its activities.

### **Our statement of general policy is:**

- To provide adequate control of the health and safety risks arising from our activities.
- To consult with our staff on matters affecting their health and safety.
- To provide and maintain safe equipment.
- To provide sufficient information, instruction, and supervision of staff, volunteers and visitors as far as is reasonably practicable.
- To ensure all staff and volunteers are competent in their Council-related activities, and to provide adequate training as far as is reasonably practicable.
- To prevent accidents and activity-related ill health as far as is reasonably practicable.
- To maintain safe and healthy conditions for conducting the Council's business and the public facilities it provides; and
- To review and revise this Policy as necessary at regular intervals, but at least annually.

### **Lone Working:**

1. Employees use a nominated buddy system to check in at agreed intervals when lone working outside of the home/office environment.
2. Employees and volunteers to always carry a mobile phone (with charged battery).
3. Volunteers to check in/out with the Grounds Supervisor on arrival and departure.
4. Volunteers are required to work in pairs; where this is not practical to have an agreed buddy to check in with at set intervals.
5. To wear high-visibility jackets when working outdoors.
6. To wear hard hats when working near overhead hazards.
7. Any high-risk activities to be undertaken in pairs e.g. electrical, tree work, use of cutting equipment.

### **Source:**

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Includes resources from **MD143 Lone Working policy**

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