

## STURMINSTER NEWTON TOWN COUNCIL

## **HEALTH & SAFETY POLICY STATEMENT**

**Adopted:** 6<sup>th</sup> March 2014

## Review date:

Sturminster Newton Town Council recognizes that it has a legal duty of care towards protecting the health and safety of its employees and others who may be affected by the organisation's activities and that managing health and safety is a business-critical function.

In order to discharge its responsibilities, Sturminster Newton Town Council, through its management, will:

- o bring this Policy Statement to the attention of all employees;
- o carry out and regularly review risk assessments to identify proportionate and pragmatic solutions to reducing risk;
- communicate and consult with its employees on matters affecting their health and safety;
- o comply fully with all relevant legal requirements, codes of practice and regulations at international, national and local levels;
- eliminate risks to health and safety, where possible, through selection and design of materials, buildings, facilities, equipment and processes;
- encourage staff to identify and report hazards so that all can contribute towards improving safety;
- ensure that emergency procedures are in place at all locations for dealing with health and safety issues;
- o maintain its premises, provide and maintain safe plant and equipment;
- o only engage contractors who are able to demonstrate due regard to health and safety matters;
- o provide adequate resources to control the health and safety risks arising from its work activities;
- provide adequate training and ensure that all employees are competent to do their tasks;
- o provide an organisational structure that defines the responsibilities for health and safety;
- o provide information, instruction and supervision for employees;
- o regularly monitor performance and revise policies and procedures to pursue a programme of continuous improvement; and
- where risks cannot be eliminated they will be minimised by substitution, the use of physical controls or, the use of personal protective equipment, or, as a last resort, through safe systems of work.

This Health and Safety Policy will be reviewed at least annually and revised as necessary to reflect changes to the organisation's activities and any changes to legislation. Any changes to the Policy will be brought to the attention of all employees.

Adopted by the Council on:	(Minute. No.

Chairman Town Clerk