

BEEFORD PARISH COUNCIL

Health and Safety Policy

Introduction

This policy outlines the principles and approach adopted by the Parish Council to meet its responsibilities under Health and Safety legislation for all premises and activities under its control.

All Councillors and employees must familiarise themselves with the following statements and with the organisational arrangements in place to implement them.

Policy Statements

Legal Duties

The Parish Council, in accordance with the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1998, accepts its duty to provide and maintain safe and healthy working conditions for all employees and Parish Councillors. The Council also recognises its duty of care towards volunteers, contractors, and others working on its behalf.

Compliance and Resources

The Parish Council will take all reasonable steps to comply with Health, Safety and Welfare legislation, relevant Regulations, Approved Codes of Practice and Guidance. Appropriate resources will be provided to ensure the safety of employees and others affected by Council activities.

Commitment to Safe Working Practices

The Parish Council will take all reasonable steps to ensure:

- The provision of information, instruction, training, supervision, equipment and facilities necessary to maintain a safe working environment for employees, contractors, volunteers and members of the public.
- Effective arrangements for the safe use, handling, storage and disposal of substances and equipment that may pose a risk to health or welfare.
- That this policy is communicated to all employees, Councillors, contractors, volunteers and, where relevant, members of the public.
- That consultation with employees on health, safety and welfare matters takes place when necessary to support continuous improvement.

Responsibility for Safety Management

The Parish Council holds overall responsibility for managing health and safety in accordance with this policy.

Record Keeping

The Clerk will maintain copies of all risk assessments, method statements and other Health and Safety documentation.

Individual Responsibilities

All Councillors, employees, contractors and volunteers must take reasonable care of their own health and safety and that of others who may be affected by their actions or omissions.

Day-to-Day Management

Routine Health and Safety matters will be managed by the Clerk on behalf of the Council.

Risk Assessments

The Parish Council will undertake risk assessments for its activities as required and will take all necessary steps to safeguard the Council, its Councillors, employees and contractors. This includes seeking guidance from the Council's insurers where risks are identified.

Policies and procedures will be established and monitored to reduce identified risks.

Contractors undertaking major works on behalf of the Council must provide Risk Assessments, written Method Statements and Safe Systems of Work before commencing any activity.

Adopted 2 February 2026