

## **Health and Safety Policy Statement**

### **Health and Safety at Work Act 1974**

#### **This is the Health and Safety Policy Statement for**

#### **Norton On Derwent Town Council**

The council recognises and accepts its duty as an employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all its employees and any members of the public likely to be affected by its activities as a local authority.

The council will take all reasonable and practicable measures to meet this responsibility, paying particular attention to the provision and maintenance of:

- a) plant, equipment and systems of work that are safe;
- b) safe arrangements for the use, handling, storage and transport of articles and substances;
- c) sufficient information, instruction, training and supervision to enable all employees to identify and avoid hazards and also be able to contribute positively to their own safety and health at work, and that of others.

It shall be the duty of every employee while at work:

- a) to take reasonable care for the health and safety of him, herself and of other persons who may be affected by his or her acts or omissions at work;
- b) to co-operate, so far as is necessary, with his or her employer or any other person on whom any duty or requirement is imposed by, or under, any relevant statutory provision, to enable that duty or requirement to be performed or complied with;
- c) to ensure council equipment in his or her charge is properly maintained and correctly used;
- d) to report promptly to the clerk or the appropriate committee or the council itself, as specified in the council's policies, all accidents, damage and dangerous occurrences in which they are involved and any illness, physical disability or other impairment of their health which may affect, either permanently or temporarily, their ability to perform their normal work.

The drafting of appropriate risks assessments will be the responsibility of the clerk.

Contractors are expected to have their own health and safety policy and to carry out a risk assessment prior to the commencement of work.

Signed: Ray King, Town Mayor 2014-2015

Date: 21 July 2014