

## Part 1: Statement of intent

This is the health and safety policy statement of:

Lanner Parish Council

Our Health and Safety policy is:

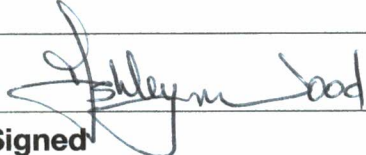
Council recognises that Local Councils are under a duty of care to ensure, so far as reasonably practicable, the health, safety and welfare at work of all their employees/ Councillors and volunteers. The obligation includes:

the maintenance of a place of work and a working environment in a condition which is safe and without risks to health.

the maintenance of all owned/managed properties and land in a condition which is safe and without risks to health

There is also a duty on Employees/Councillors and Volunteers to behave at work and during all activities of Council so as not to put others at risk.

The policy will be kept up to date, particularly as the Council's activities change in nature and size. To ensure this, the policy and the way in which it has operated will be reviewed every year by the Clerk and Council. Although risk assessment is a continuing process, it shall form part of annual review.



Signed

30 MAY 2019.

Date

Cllr Ashley Wood

Print name

MAY 2020.

Review date

## Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

Lanner Parish Council

2 Day-to-day responsibility for ensuring this policy is put into practice:

Clerk to the Council or  
other appointed deputy

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Risk Assessments:	Clerk
Safety in the office:	Clerk
Training:	Clerk/Council
Signs/equipment	Clerk/Council
Property/equipment inspections	Cllr Trevor Wearne or other nominated substitute Councillor

4 All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

## **Part 3: Arrangements for health and safety**

### *Risk assessment*

Risk Assessments completed for:  
Office and all owned/managed Council property  
Erection of equipment & displays  
Events and activities as appropriate

### *Training*

As required and or requested

### *Consultation*

Information/briefings issued to all volunteers  
Liaise closely with Manager of Lanner Village Hall

### *Evacuation*

As per details contained with Village Hall procedures/policy