

# HUNTINGDON TOWN COUNCIL



## GENERAL STATEMENT OF SAFETY POLICY

1. Huntingdon Town Council recognises and accepts its responsibility as an employer and as a service provider for ensuring, so far as is reasonably practicable, workplaces, premises and environments that are safe for employees and all other users. The promotion of Health, Safety and Welfare measures is considered a mutual objective for the Council and its employees at all levels.

The Council will take all reasonable steps within its power to meet this responsibility, paying particular attention to the provision and maintenance of:-

- i. Plant, equipment and systems of work that are safe.
- ii. Safe arrangements for the use, handling, storage and transport of articles and substances.
- iii. Sufficient information, instruction, training and supervision to enable employees to avoid hazards and contribute positively to their own safety and health at work.
- iv. A safe place of work and safe access to and from it.
- v. A healthy working environment, insofar as it is within the power of the Council to provide it.
- vi. Adequate welfare facilities at work

## ORGANISATION & ARRANGEMENTS

1. Council members will ensure that sufficient resources are made available to its Officers to implement and manage the policy of positive promotion of Health, Safety & Welfare for its management, staff and members of the public who may be affected by its activities or are users of its services.
2. The Town Clerk is responsible for the management of Health, Safety & Welfare. She/he will ensure the effective communication of arrangements to all management, staff and members of the public affected by the Council's activities.
3. Employees at all levels have a duty to take reasonable care for the Health and Safety of themselves and other persons who may be affected by their acts or omissions whilst at work. They will co-operate with management so as to enable the Council to comply with duties and requirements imposed by current legislation. Finally they will bring to the attention of management any concerns about unsafe conditions at work which require remedial action.

This policy was approved by the Town Council on 28<sup>TH</sup> October 2010 and will be reviewed and amended if necessary on an annual basis. For details of arrangements for health & safety, contact the appropriate site manager or the Town Clerk, Huntingdon Town Council, 1 Trinity Place, Hartford Road, Huntingdon, PE29 3QA. Telephone 01480 388683.

Signed:  (Town Clerk)

Date: 28th October 2010.

Signed:  (Mayor)

Date: 2nd November 2010