



Ulverston Town Council

Health and Safety Policy

The policy sets out the general principles and approach that Ulverston Town Council will follow in respect of Health and Safety legislation for premises and activities for which the council is responsible. It is the responsibility of all councillors and employees of the council to be aware of the policy and of the organisational arrangements made to implement this policy;

Ulverston Town Council in accordance with the requirements of the Health and Safety at Work Act 1974 and the Management of Health and safety at Work Regulations (1998) accepts it duty to provide and maintain safe and healthy working conditions for all its employees, volunteers and contractors.

The Town Council will take all reasonable steps to ensure:

- That information instruction, training, supervision, equipment and facilities necessary to achieve a safe working environment for employees, members of the public, contractors and volunteers are provided.
- That its work in all its forms is done in ways to ensure that members of the public are not put at risk
- Arrangements are in place for the safe use, handling, storage and disposal of all substances and equipment that may endanger health and welfare.
- That the policy is brought to the attention of all employees, members of the public, contractor, volunteers and councillors and is reviewed annually.
- The Clerk shall keep copies of all risk assessments, method statement and health and safety documents
- The Councillors, employees' contractors and volunteers have a duty to take reasonable care of their own health and safety and that of any person who may be affected by their acts or omissions.
- Day to day matters of Health and Safety are dealt with by the Clerk acting on behalf of the Council.
- The Town Council will carry out risk assessments of its activities and when necessary review these annually. Risk assessment forms are based on the H&SE risk assessments: <https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-2019.docx>

- The Town Council will regularly review policies and procedures to reduce any risks that are identified.
- The Town Council requires contractors to supply Risk Assessments, written method statements and safe systems of work prior to starting any major works on behalf of the Council .

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