

# ELLESMERE TOWN COUNCIL

## HEALTH & SAFETY GENERAL POLICY STATEMENT

Ellesmere Town Council recognises that it has responsibilities for the health and safety of our workforce whilst at work and others who could be affected by our work activities. We will assess the hazards and risks faced by our workforce in the course of their work and take action to control those risks to an acceptable, tolerable level.

Our Managers and Supervisors are made aware of their responsibilities and required to take all reasonable precautions to ensure the safety, health and welfare of our workforce and anyone else likely to be affected by the operation of our business.

This business intends meeting its legal obligations by providing and maintaining a safe and healthy working environment so far as is reasonably practicable. This will be achieved through;

- ☑ the provision of health and safety leadership in identifying and controlling health and safety risks so identified;
- ☑ consultation with our employees on matters affecting their health and safety;
- ☑ the provision and maintenance of safe plant and equipment;
- ☑ ensuring the safe handling and use of substances;
- ☑ the provision of necessary information, instruction and training for our workforce, taking account of any who do not have English as a first language;
- ☑ making sure that all workers are competent to do their work, and giving them appropriate training;
- ☑ the prevention of accidents and cases of work related ill health;
- ☑ the active management and supervision of health and safety at work issues;
- ☑ having access to competent advice;
- ☑ the provision of the necessary resource required to make this policy and our health and safety arrangements effective;
- ☑ aiming for a continuous improvement in our health and safety performance and management through a process of regular audit and review; and
- ☑ reviewing this policy and associated arrangements on a periodic basis using findings from the audit process, staff consultations and incident investigation to guide change.

We also recognise;

- ☑ our duty to co-operate and work with other employers when we work at premises or sites under their control to ensure the continued health and safety of all those at work; and
- ☑ our duty to co-operate and work with other employers and their workers, when their workers come onto our premises or sites to do work for us, to ensure the health and safety of everyone at work.

To help achieve our objectives and ensure our workforce recognise their duties under health and safety legislation whilst at work, we will also remind them of their duty to take reasonable care for themselves and for others who might be affected by their activities. These duties are explained on first employment at induction and also set out in an Employee Safety Handbook, given to each worker, which sets out their duties and includes our specific health and safety rules.

In support of this policy we have prepared a responsibility chart and specific arrangements.

Signature



Date

5/8/2021

Position

Town Clerk + RB

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Business Services Group

Peninsula Business Services Ltd has been certified by BSI to ISO 9001, OHSAS 18001 and ISO 27001 under certificate numbers FS 543954, OHS 559402 and IS 559052