



The Clerk to Hilton Parish Council
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Health & Safety Policy **Statement of Intent**

Hilton Parish Council as a Corporate Body recognises its duties under the Health and Safety at Work Act 1974 and the accompanying legislation. We believe that Health and Safety is an integral part of our commitment to the public and it will be given equal priority with all other aspects of our business to meet the satisfaction of the people living in Hilton. Implementation of this Policy will be through Hilton Parish Councillors, with the involvement of Parish Council Employees; this will ensure that we meet as a minimum standard the letter and spirit of the law.

The Parish Council will operate in such a way that it safeguards the Health, Safety and Welfare of its Employees, Contractors, Customers and the Public alike, who may be affected by its activities, as far as it is reasonably practicable. The objective being to achieve and maintain “zero” accidents and work-related illnesses within all areas of our business.

Hilton Parish Council recognises its duties as follows:

- Hilton Parish Council will be responsible for encouraging safe working practices amongst its Employees and Contractors. They will also provide the means to enable its Employees and Contractors to work safely in a healthy environment with suitable facilities; this will be achieved by ensuring that all equipment and facilities are maintained in such a way that they are without risk of injury or ill health – so far as is reasonably practicable. Risk Assessments and regular Workplace Inspections will be used/carried out to identify hazards and control risks within this working environment.
- Hilton Parish Council where necessary will provide training, instruction and supervision to its Employees so as to ensure that it is in line with the Health and Safety requirements of their roles.
- All Employees will be required to exercise personal responsibility in complying with and adhering to Hilton Parish Council's Health & Safety Policy and Working Practices. They will do everything possible to protect the health and safety of themselves and others who could be affected by their acts or omissions. They will be expected to co-operate with the Parish Council Clerk or any other authorised person/s to enable them to comply with any duty or responsibility imposed on them by, or under, any relevant statutory provisions.
- Contractors will also be required to operate according to all appropriate legislative requirements, use ACoP's in-line with Health & Safety Guidelines and Hilton Parish Council's Policies, Procedures.
- Employees and Contractors will be consulted and involved by their active participation in Health & Safety Site Meetings and Tool Box Talks; these will take place at regular scheduled intervals and/or as required. The purpose of the consultations will be to promote and stimulate good Health and Safety practices within the Parish Council's pursuits thus ensuring continuous improvement in its systems and procedures.
- Hilton Parish Councillors are committed to monitor the effectiveness of their Health & Safety Policy and Procedures. These will be reviewed annually by way of the Annual Hilton Parish Council Meeting, unless circumstances dictate that they should be reviewed more frequently. Subsequently, any necessary updates to the Policy and Procedures will be made.