

Creswell Parish Council

Health and Safety Policy

1. Statement of Intent

Creswell Parish Council is committed to ensuring, so far as is reasonably practicable, the health, safety, and welfare of all employees, councillors, contractors, volunteers, and members of the public who may be affected by its activities.

The Council will comply with all relevant health and safety legislation and will actively promote a positive health and safety culture.

2. Responsibilities

2.1 Overall Responsibility

The Parish Council has overall responsibility for health and safety matters.

2.2 Clerk to the Council

The Clerk is responsible for: - Implementing this policy - Ensuring risk assessments are carried out and reviewed - Reporting hazards and incidents - Maintaining records

2.3 Councillors

Councillors must: - Take reasonable care for their own health and safety - Follow safe working practices - Report hazards or concerns

2.4 Contractors

Contractors engaged by the Council must: - Provide risk assessments and method statements where appropriate - Comply with relevant legislation - Work safely and responsibly

3. Risk Assessments

The Council will: - Identify hazards associated with its activities and assets - Assess risks and implement control measures - Review assessments annually or when significant changes occur

4. Safe Working Practices

The Council will ensure: - Safe systems of work are in place - Appropriate training and guidance is provided - Personal protective equipment (PPE) is used where necessary

5. Accident Reporting

All accidents, incidents, and near misses must be: - Recorded in an accident book - Reported to the Clerk as soon as possible - Investigated where necessary

6. Fire Safety

The Council will: - Ensure fire risk assessments are carried out for Council premises - Maintain fire safety equipment - Ensure clear access to emergency exits

7. First Aid

The Council will: - Provide access to basic first aid provisions - Ensure appropriate arrangements are in place for Council events

8. Public Spaces and Assets

The Council will: - Regularly inspect playgrounds, open spaces, and equipment - Maintain assets in a safe condition - Address hazards promptly

9. Lone Working

Where individuals work alone, the Council will: - Assess risks associated with lone working - Implement appropriate communication and safety measures

10. Review

This policy will be reviewed annually or sooner if required.

Adopted by Creswell Parish Council on: 4th May 2026