**Watlington Parish Council**

**Health, Safety & Well-being Policy**

The Council recognises that it has a duty of care towards protecting the health, safety and well-being of its employees and others who may be affected by the Council’s activities.

The objective of the Council policy is to minimise risks to health, safety and well-being of its employees, voluntary workers, general public and other affected by its activities. Health, safety and well-being considerations shall always be given priority in planning and day-to-day supervision of work. All reasonable measures will be taken to ensure that a safe and healthy working environment is created.

The Council will take steps, as far as is reasonably practicable, to meet these objectives, paying particular attention to the provision and maintenance of:

* plant, equipment and systems of work that are safe;
* safe arrangements for the use, handling storage and transport of dangerous articles and substances;
* sufficient information, instruction, training and supervision to enable all employees to avoid hazards and to contribute positively to their own health, safety and well-being;
* a safe place of work and safe access to it;
* a healthy working environment; and
* adequate welfare facilities.

All employees, members, voluntary workers and contractors associated with any works carried out by the Council will be made aware of this policy and the importance of commitment to its objectives.

All employees, members, and voluntary workers are expected to co-operate in carrying out this policy throughout the Council’s activities and must ensure that their own work, so far as is reasonably practicable, is carried out without risk to themselves or others.

Any failure by the employee to comply with any aspect of the Council’s health, safety and well-being procedures, rules or duties will be treated by the Council as serious or gross misconduct.

This policy and its associated organisational arrangements, systems and procedures will be reviewed at least annually and revised, as necessary, to reflect changes in Council activities and/or legislation and best practice.

Approved by Full Council on 13/11/2018.