

# **Waddingham Parish Council**

## **Health & Safety Policy**

### **AIMS**

- Establish and maintain safe working procedures for contractors and Councillors

### **OBJECTIVES**

- Formulate effective procedures for reporting risks
- Lay down procedures to be followed when risks are identified
- Monitor the effectiveness of the policy and revise and amend as necessary

### **REPORTING**

- All identified risks to be reported at the Parish Council's monthly meetings
- Steps taken to rectify such risks to be reported to the Parish Council
- Any situation which cannot be resolved by the Parish Council to be reported immediately to West Lindsey District Council
- To ensure adequate insurance cover is in place for Council owned property
- To ensure Health and Safety is discussed regularly and a reasonable contingency budget is set
- To ensure that all incidents affecting the health and safety of the Council, its employees and helpers are reported and logged in a book provided for the purpose. All such incidents will be investigated and appropriate action taken

This policy will be reviewed annually.

Adopted and approved on **5 July 2017**

Next Review July 2018