



## HEALTH & SAFETY POLICY STATEMENT

Godalming Town Council is committed to providing a first-class service to its residents, businesses and visitors to our town.

The health and safety of all those affected by our activities is a key consideration in provision of that first-class service. This includes our employees, the users of our services and facilities, those attending our events as service providers, volunteers or visitors and contractors providing services to us or on our behalf.

This is to be achieved through a combination of:

- Ensuring that foreseeable risks are assessed so that, as far as is reasonably practicable, preventative and protective measures are introduced or systems of work are devised where significant risks to health and safety are controlled. These preventative and protective measures or safe systems of work will be implemented and supervised to ensure any risks are reduced to an acceptable minimum.
- Provision of relevant and appropriate information, advice and training to employees and others working under our direct control regarding the risks to which they may be exposed and actions expected of them to protect themselves and others
- Provision of appropriate information to others using our facilities or attending our events regarding their own responsibilities to ensure the health and safety of their employees, customers or others affected by their activities
- Provision and maintenance of a work environment that is safe, that avoids risks to health, wherein all tools and equipment provided are suitable for their tasks and safe for use
- Encouraging a positive safety culture in which employees can raise issues or share concerns and where there is post-event evaluation and accident investigation as part of a quest for continuous improvement
- Provision of adequate resources to ensure that services can be delivered in the safe manner envisaged and that appropriate arrangements are made for staff welfare

The successful implementation of this policy requires total commitment from everyone in the Council from Members to staff at all levels. Each individual has a legal obligation to take reasonable care for their own health and safety and for the health and safety of people who may be affected by their actions.

The Town Clerk will regularly monitor this policy to ensure that the objectives are achieved. It will be reviewed regularly and, if necessary, revised in the light of legislative or organisational changes.

Signed: \_\_\_\_\_ (Town Clerk)      Date \_\_\_\_\_

\_\_\_\_\_ (Mayor)      Date \_\_\_\_\_