

# **POLICY FOR HEALTH SAFETY AND WELFARE**

**March 2009**

## **POLICY FOR HEALTH SAFETY AND WELFARE**

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## **POLICY FOR HEALTH, SAFETY AND WELFARE**

### **INTRODUCTION**

The Policy for Health, Safety and Welfare of the Council of the London Borough of Barnet (hereinafter referred to as the Council) is contained in this document.

The document is the Council's policy for the safety of its workforce, its activities and in its premises. As such, it is a management document which details leadership actions and responsibilities. The successful implementation of the policy however, involves the co-operation and participation of the entire workforce.

The document consists of three parts:

**Part A - The Statement of Safety Policy;** stating the Council's commitment to safety and to the meeting of its responsibilities in safety.

**Part B - The Organisation for Safety;** laying down the organisation that gives effect to the policy to ensure safety, listing the delegated responsibilities.

**Part C - The Arrangements for Safety,** these are the arrangements, common within the Council's service, that need to be implemented to put into effect the overall policy.

Thus the **Policy Statement** sets out the objectives of the Council, the **Organisation** lays down the lines of authority, and the **Arrangements** specify the means by which the Council's safety objectives can be met.

The directives within this document must be actively implemented at the appropriate level. They should form the basis of measures undertaken within Service Areas to meet their own health and safety objectives, and the monitoring of overall safety performance within the Council's service. Issues specific to a Service Area must be detailed in the Service Area Health Safety and Welfare Policy.

The structure of the Council's Health Safety and Welfare policies is given on pages 2 and 3.

# **POLICY FOR HEALTH, SAFETY AND WELFARE**

## **PART A**

### **GENERAL STATEMENT**

## **POLICY FOR HEALTH, SAFETY AND WELFARE**

### **PART A**

#### **GENERAL STATEMENT**

1. The Council recognises and accepts its statutory responsibility as an employer for providing a safe and healthy place of work and working environment, with adequate welfare facilities for its employees. Furthermore, the Council accepts its duty to ensure the safety of persons who are not employees who may be affected by the Council's activities or who may visit or use the Council's premises.
2. The Council will, so far as reasonably practicable, meet the duties and responsibilities placed upon it by ensuring the provision and maintenance of:
  - a) Plant, equipment and systems of work that are safe and without risk to health;
  - b) Arrangements for ensuring safety and absence of risk to health in connection with the use, handling, storage and transport of articles and substances;
  - c) Sufficient information, instruction, training and supervision to ensure the safety of its employees;
  - d) All places of work under its control in a condition that is safe and without risks to health, including adequate and safe means of access and egress;
  - e) A working environment for its employees that is safe and without risk to health and adequate as regards facilities and arrangements for their welfare at work;
  - f) Arrangements for ensuring that persons, not being employees, who may be affected by its activities or who may be on its premises are accorded the same level of safety and protection against risk to health as are accorded to its employees;
  - g) Arrangements for consultation on matters of health, safety and welfare, through the medium of the established joint negotiation and consultation committee structure and with the appointed health and safety representatives of the trade unions recognised by the council.
3. The execution of the Council's duty is vested with the Chief Executive, who is responsible for establishing and monitoring the organisation and arrangements to comply with the Council's Policy for Health, Safety and Welfare.
4. Directors, Chief Officers and Heads of Service are responsible to the Chief Executive for compliance with the Council's Health, Safety and Welfare policy, by the establishing and monitoring of the organisation and arrangements for safety within their individual Service Areas.

5. Safety and health are leadership responsibilities of prime importance. Consideration of the necessary safety and health measures must be made at all stages and levels of the Council's activities, from initial planning through to execution or completion. All managers have a duty to comply with the Council's policy, organisation and arrangements for safety. Everything reasonably practicable must be done to prevent foreseeable accidents or dangerous occurrences and prevent personal injury in any activity conducted by or on behalf of the Council.
6. All employees in the Council's service have an individual duty to take reasonable care of the health and safety of themselves and of other persons who may be affected by their acts or omissions. In so doing, employees must co-operate in ensuring that the Council's policy, organisation and arrangements for safety, insofar as it affects them, are followed in all respects at all times.
7. This 'General Statement' will be brought to the notice of all employees directly and through all established communication systems, including the Intranet, and First Team and at all health and safety courses.

**NICK WALKLEY**  
Chief Executive

March 2009