

STRATFORD DISTRICT COUNCIL

POLICY: <u>HEALTH AND SAFETY</u>	
DEPARTMENT: Office of the Chief Executive	RESPONSIBILITY: <ul style="list-style-type: none">• Chief Executive• Health & Safety/Emergency Management Advisor
REVIEW DATE: 2020/21	NEXT REVIEW: 2022/2023
VERSION: 5 D19/21370	APPROVAL DATE: 13 July 2021

BACKGROUND

Stratford District Council (SDC) considers the Health and Safety of its employees, volunteers, contractors and subcontractors to be of prime importance. SDC is committed to ensuring its operations are conducted in a safe and efficient manner that will not incur injury to personnel or damage to the environment. SDC will address this duty of care by complying with the Health and Safety at Work Act 2015 and relevant codes of practice, guidelines and standards that are affiliated with the Act.

PURPOSE

This Policy confirms the commitment of SDC to providing a safe healthy environment and wellbeing for staff, contractors, consultants and visitors.

1. SDC operates under the belief that all incidents, accidents and near misses are preventable.
 2. Therefore SDC Management aims to achieve this by:
 - Allocating adequate resources in managing the physical well-being of individuals involved in or affected by SDC operations, with the commitment to establish measurable objectives and targets to ensure health and safety is recognised and maintained.
 - Developing appropriate policies and procedures that ensure continued improvement aimed at elimination of work-related injury and illness.
 - Educating and training personnel in our safety system as an integral part of business operations.
 - Encouraging and recognising ideas with a commitment to improving Occupational Health and Safety (OHS) performance.
 - Delegating OHS responsibilities in all roles within the organisation.
 - Ensuring that our health and safety policies and procedures are updated regularly to ensure these meet or exceed legal and regulatory requirements.
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RESPONSIBILITIES

1. Health and safety in the workplace is the responsibility of all. Managers and Supervisors have a responsibility to provide effective supervision, to ensure the prevention of incidents, as well as for the effective implementation of our health and safety system.
 2. Workers have a responsibility to ensure that they work in accordance with safe work practices and procedures. It is essential that we maintain the co-operation and active involvement of all workers to promote a safe workplace and culture by discouraging and reporting incidents of unsafe work practices.
 3. With our strong commitment to health and safety, contractors, subcontractors, volunteers engaged to perform work, as well as visitors to our operations are expected to have a regard for our standards of health and safety, and are required to ensure that they and all persons under their supervision comply with the health and safety obligations, as well as safe work practices developed by SDC.
 4. SDC has an approved contractor list. To be included on this list, contractors must be pre-qualified by providing Council with health and safety documentation to demonstrate their understanding and compliance with current health and safety regulations. A contractor's approval status will be valid for two years and only for the type of work assessed through the pre-qualification process. Only 'Approved' Contractors will be engaged to undertake any physical work for or on behalf of the SDC.
 5. The success of achieving our purpose requires the dedication and involvement of individuals, in order to make safety management an integral part of our business operations. SDC encourages and expects the participation of all employees in the development and enhancement of Councils' management systems.
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