

**Hebden Bridge Town Hall**

# **Health and Safety Policy Statement**

**Approved by the Board of Trustees, Dec 22 2009**

We are committed to ensuring that our activities are carried out in such a way as to safeguard the health and safety and welfare of anyone and everyone associated with, or affected by them. This includes the Town Hall and any activity involving the Community Association in or outside the building. We will work to provide a safe and healthy working environment for our staff, Trustees, volunteers and those involved in our activities.

We require anyone covered by this policy to comply with all relevant aspects of it.

## **Aims**

We will work to meet this commitment by:

- Identifying and assessing significant hazards, to which those covered by this policy will be exposed, and arranging and introducing specific measures to mitigate the risks arising from them.
- Continuing to build, adopt and review a body of safe and healthy working practices, safety precautions and accident prevention procedures.
- Identifying competent sources of information and advice for staff, Trustees and volunteers so that they may meet their obligations on health and safety.
- Providing a safe and healthy working environment, with suitable welfare and first aid facilities.
- Consulting with all users of the building on the introduction of, and changes to, existing safety procedures, and encouraging active involvement in creating a safe environment.
- Collecting and analysing information on accidents, dangerous incidents and work related ill-health and using the information to review health and safety procedures and practice.

## **Responsibilities**

The Hebden Bridge Town Hall Community Association recognise and fully accept their legal obligations under the Health and Safety at Work Act 1974. WE regard legal compliance with these, and all other appropriate statutory provisions, as our minimum acceptable standards and will aim to achieve 'best working practice in health and safety.

We shall designate a member of the Trustees to be responsible for informing the committee on all issues related to health and safety.

We require those organisations working with us or for us (including contractors) to have in place and to implement suitable and sufficient health and safety procedures and to co-operate with us in ensuring we can continue to meet our commitment.

This statement should be made available to all those entering or involved with the Town Hall.

This policy was approved by the Trustees of the Community Association on.....

Signed.....