

Torbay Council Occupational Health and Safety (OHS) Management System

Health and Safety Policy Part 1: Statement of Intent

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Version Control

Date	Details	Updated by
15 th March 2021	V 1 Policy to meet legal requirements.	Corporate Health and Safety Officer
23 rd May 2022	V 2 Annual review. Minor amendments to identify elected members and agency staff members. Consultation withdrawn.	Corporate Health and Safety Officer
26 th July 2023	V 3 Annual review. Management restructure update. Consultation participants updated.	Corporate Health and Safety Officer
January 2025	V 4 Annual review. Consultation participants updated.	Corporate Health and Safety Officer

In consultation with and date:

Health and Safety Team	17/01/2025
Director of Corporate Services	17/01/2025
Data Protection Officer	27/01/2025
Governance Support	27/01/2025
Insurance Manager	27/01/2025
Human Resources	27/01/2025
Policy, Performance and Community Engagement	27/01/2025
Procurement Department	27/01/2025
Senior Leadership Team	27/01/2025
Asset Management Team	27/01/2025
Health and Safety Working Group	10/02/2025
Joint Consultative Committee	21/03/2025
Chief Executive Officer	16/04/2025
Leader of the Council	16/04/2025

Purpose of the Policy Statement

To share and communicate to Torbay Council employees, agency workers (including work experience workers), elected members and volunteers (hereafter referred to as employees) and others, the organisational commitment towards providing safe and healthy working conditions, systems for the prevention of work-related injury and ill health and promoting a positive health, safety and welfare culture. The policy statement applies to all Torbay Council operations and maintained schools. The policy is reviewed, and if necessary, revised annually.

The Torbay Council Health and Safety Policy Statement, page 4, shall be signed and dated by the Torbay Council Chief Executive and Council Leader. The Policy shall be made available electronically via the [Torbay Council Health & Safety Portal \(Assure\)](#), communicated to staff members / others and displayed in relevant areas including staff notice boards.

Definitions

- Employees: persons directly employed and / or volunteers who undertake work on behalf of the organisation either on a full-time or part-time basis, including agency and / or work experience workers and those self-employed persons who undertake work on behalf of the organisation e.g. Elected Members.

Torbay Council Health and Safety Policy Statement

Torbay Council recognises that the achievement of good health, safety and welfare of its employees, and others that may be affected by its activities, is an integral part of its service and provisions.

Torbay Council aims to provide and maintain the following, as is necessary to ensure the health, safety and welfare of employees of Torbay Council, including relevant schools, at least to the standards required by legislation and recognised good working practices:

- Means of access to and egress from the workplace that are safe and without risk.
- Safe working conditions and environment that are without risk to health.
- Safe equipment, plant and machinery.
- Effective systems to protect employees and other persons affected by Torbay Councils activities.
- Information, instruction, training and supervision.
- Adequate facilities and arrangements for the welfare of employees.
- Adequate arrangements to ensure safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances.

Appropriate preventative and protective measures shall be resourced and implemented following the identification of work-related hazards and the assessment of risk to safety and health. Expert advice shall be sought, as necessary, when deciding on health and safety risks and the control measures required to reduce those risks.

The management of health and safety in Torbay Council is the prime responsibility of line management from Directors and Senior Managers to supervisory staff. Torbay Council shall provide adequate and appropriate resources to enable the aims and objectives of this policy to be met.

Torbay Council recognises the importance of employer / employee consultation and cooperation regarding health and safety matters along with the benefits of promoting a positive health and safety culture. The objectives of this Statement of Intent can only be achieved through the competence, support and co-operation of employees and all other persons on the premises.

The content of this statement will be reviewed and kept up to date to reflect any changes in the nature of Torbay Councils activities undertaken, changes in health and safety legislation or following periodic review of the policy.



Date: 19/05/2025
Cllr David Thomas, Leader of Torbay Council



Date: 16 May 2025
Anne-Marie Bond, Chief Executive Officer