



## **Health and Safety Policy Statement**

### **General Principles**

- The Parish Council of Heath Hayes and Wimblebury consists of four wards (Old Heath Hayes, New Heath Hayes, Hawks Green and Wimblebury) and 13 Councillors. It exists to represent the interests of the residents regardless of age, sex, race, creed or colour.
- All residents will be treated equally.
- The Council will conduct its business with integrity and honesty.
- The Council will seek to enhance any responsibilities, to promote the interests of the area as appears appropriate in the light of existing and impending circumstances.
- The Council will encourage flexibility and innovation.
- The Council will encourage individual Councillors and members of staff to improve their skills and capabilities to better perform their role in the community.
- The Council will consult residents and ascertain their views if appropriate, on matters affecting the quality of life in the area.

### **Objectives**

- The main objective of the Council is to maintain and if possible, improve the quality of life for all the residents of the area.

### **Methods**

- The Council will represent the residents of the area by commenting appropriately on all planning matters referred to the Council.
- The Council will set aside a period of time before each monthly meeting for any person to raise any matter which directly or indirectly affects the residents of the area and after consideration, will follow the course of action which has been democratically decided by the Council when sufficient information is available.
- The Clerk will ensure that all relevant persons will be kept informed of any developments at suitable times, and if this is not necessary, the information will be sent at the conclusion of the project.
- The Council will optimise its performance by;
  - Communicating objectives clearly.
  - Promoting its image as the local tier of government.
  - Recruiting the best staff available.
  - Persuading residents of the value to the community of service as Parish Councillors.
  - Reviewing the needs of the community to ensure the actions of the Council remain relevant.

## **People**

- The Council will pursue policies, which enable young people to live and work in the area to promote services which provide a better environment for the upbringing of children within their families.
- The Council will promote policies which improve the services available to older people, including residents with disabilities and thereby enhance the quality of their lives and alleviate their dependence on institutions.

## **Financial Resources**

- The power of the Council to exert a precept on a superior local authority is not limited, but abuse of this freedom by excessive or unnecessary spending could result in the imposition of a capping system.
- The Council will always act in the best interests of the residents of the area in the setting of the precept and the use of this money, or any other resource that the Council may have.
- When setting the precept, and at all times when extraordinary expenditure items are being considered, the Council will determine whether the service or expenditure is justified and if so, whether the service is best provided and funded wholly or in part by the Council or by some other authority.
- The Council will consider the provision of funding, within the permitted limits and within budgetary provision for minority interests.
- The Council will secure by negotiation from the District Council, funds voted for under that authority's concurrent services budget, and such funding for other specific purposes as may be available.
- The Council will, where necessary, seek such funds as are required to enable the completion of projects approved by the Council, from any lawful source.
- In each year the Council will set a precept sufficient to provide those services, both mandatory and discretionary which are best delivered at Parish level by the Council, or which can be managed and delivered for the Council by other local authorities.

## **Capital Investment**

- The Council may undertake schemes which require capital investment, but all capital schemes will be subjected to technical and financial appraisal and will only be undertaken if the benefit to the residents is commensurate with the expenditure.
- Decisions on capital schemes will consider any foreseeable future revenue costs and their effect on the local precept for Council Tax.
- Capital schemes will only be undertaken where they provide or improve services which are within the statutory powers of the Council to provide.

## **Property**

- Any property or land owned by the Council will be managed in a reasonable and responsible way, environmentally considerate, with an aim to develop community services and to maintain public access where appropriate.

- The Council will seek to increase the available land and property in Council ownership by purchase or acceptance of donations of land from private or public sources, subject to consideration and acceptance by the Council of any consequential revenue cost.

#### **Law and Administration**

- The Council will adopt a complaints procedure. Where complaints are made regarding maladministration, the Council will co-operate in the settlement of disputes as per the National Association of Local Councils guidelines.
- Any legal action necessary to enforce the Council's powers will be conducted speedily, firmly and equitably.

#### **Planning and Development Control**

- The Parish Council is not a planning authority, but after consultation, makes recommendations on all planning applications referred by the District and County Council.
- The following policies apply to applications for planning approval referred to the Council for comment. The policies defined elsewhere in this document are also to be considered.
- There is a presumption for development, but to secure the recommendation of the Council the development must be designed so as to be compatible in scale, form, materials and usage with the area in which the proposed building is to take place.
- Designs must be of a high standard and must complement the existing neighbourhood buildings. Encouragement will be given to the preservation, maintenance and repair of buildings of individual merit or of group value, and their demolition will be discouraged unless the Council is satisfied that the building cannot be retained for the existing or other suitable use.
- The Council will facilitate the provision of visual or any other suitable aids to improve the use and knowledge of the area.
- The Council will continue to protect the environment, defend Green Belt and Green Field areas and represent the interests of the residents in these matters.
- The Council will support the development of shops and offices which provide goods and services in viable niches in the local community. The provision of related off-street and on-street parking facilities and the retention and improvement of local bank and Post Office services.
- The Council will recommend that the statutory bodies and local authorities consult the Council when designs for street furniture and other similar structures are prepared for installation in the Parish.
- The Council will recommend that infilling of residential housing or the development of Brown Sites be allowed where appropriate to relieve any pressure for development of open land.
- The Council will recommend the retention of listed and any other important buildings which will contribute to the style and character of the Parish and will recommend additions to the statutory lists as and when appropriate.

#### **Transport**

- The Council aims to co-ordinate representations on environmental and traffic management in the area and any feeder roads which affect those areas.

- The Council will promote the use and extension of rail services if that reduces environmental pressures and improves access to public transport.
- The Council will promote the installation of traffic calming or speed restricting measures where appropriate, to improve road safety.
- The Council will promote the provision of facilities for off-street parking in development plans.
- The Council will support the police in the enforcement of traffic regulation orders.
- The Council will promote and support any measures which improve the flow of traffic in the area.

### **Housing**

- The Council will support the provision of affordable housing and if possible, will monitor the need for such housing.
- The Council will oppose any unnecessary development on open ground sites.
- Where appropriate, the Council will promote the provision of roads, schools etc ie social infrastructure commensurate with the size and scale of any proposed development.
- The Council will monitor, and if necessary, recommend alterations to any plans to ensure that any development considers wheelchair users and that the proposals would not unnecessarily restrict access.

### **Education**

- The Council will support the development of pre-school educational facilities.
- The Council will support the development of holiday play schemes.
- The Council will promote the provision of better recreational facilities and the maximisation of use of existing facilities.
- The Council will promote or support any proposals or schemes which improve the quality of service received at the schools by the pupils and staff.

### **Public Health**

- Although the Council has no specific responsibility in this area, the residents can be represented by the Council monitoring and reporting the appropriate authorities.
- Street cleaning, collection and removal of litter.  
Cleansing of sewers, septic tanks, cesspits and dog fouling bins if appropriate.  
Control of rodents and other pests.  
Pollution control and the protection of water supplies.

### **Environment**

- The Council will promote the improvement of the environment, the enhancement of the quality of life and will strive for the highest standards for land and buildings in the ownership or occupation of the Council.

- The Council will promote recycling and the use of recycling facilities in the area.
- The Council will promote the acquisition of land for recreational purposes.
- The Council will promote the planting of trees, flowering shrubs and bulbs if appropriate, on land in public ownership.
- The Council will promote the highest standards of landscaping and tree planting to improve sites where planning permission is granted.

#### **Personnel**

- The Council will ensure that employees appropriate terms and conditions of service, training and career structure in line with recommendations and guidance of all relevant authorities and bodies.

#### **Risk Assessment and Management**

- The Council will review all areas of operation annually or when circumstances change.
- The Council will assess and revise where appropriate insurance requirements on an annual basis to ensure adequate cover for any assets, funds or potential liability.
- The Council will assess and revise where appropriate Financial Regulations on an annual basis to ensure that current legislation is adhered to.
- The appointment of the Internal Auditor will be considered on an annual basis.
- The Council will consider and act upon any matters of concern that come to attention.

#### **Summary**

This policy statement will be reviewed annually, it is intended that the policy statement should form one of the bases upon which the Clerk acts in the day-to-day administration of the Council's business.

Negotiations will continue with Cannock Chase District Council and Staffordshire County Council and other appropriate bodies with a view to enhancing the quality and expanding the range of services provided for the residents of Heath Hayes and Wimblebury.

The policy statement is meant as a guide to the actions of the Council but will not be a limiting factor should a decision be taken which the Council believes is in the best interests of the residents of Heath Hayes and Wimblebury.

Amendments or additions to the policy contained herein will become effective as and when adopted by the Council. The policy statement will be reviewed annually.

Signed: **L Wilson**

Dated: 14<sup>th</sup> May 2025

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