



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

Working at Height Policy

June 2006

PL/03/01

Working at Height Policy

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1.0 INTRODUCTION

- 1.1 This policy sets out the ways in which Neath Port Talbot County Borough Council (NPTCBC) will comply with its duties and responsibilities set out in the Working at Height Regulations 2005.

2.0 AIMS OF THE POLICY

- 2.1 The aims of the policy are to ensure that: -
- NPTCBC reduces the risk to employees by providing suitable information, instruction and training, safe plant and equipment and where required specialist advice and guidance.
 - The risk from working at height is reduced to the lowest level that is reasonably practical.

3.0 DEFINITIONS

‘Work at height’ is defined as “work in any place – from which, if no action was taken a person could fall a distance, liable to cause personal injury”, this could be above or below ground level.

4.0 ROLES AND RESPONSIBILITIES

Those who manage or undertake work at height should do so in accordance with this policy.

4.1 Chief Executive/ Corporate Directors

Overall responsibility for the implementation of the policy rests with the Chief Executive and Corporate Directors.

4.2 Heads of Service

Heads of Service will be responsible for ensuring that the health and safety arrangements are developed and implemented to satisfy the requirements of this policy.

4.3 Governing Bodies of Schools Maintained by Education Authority

There is a shared responsibility for health, safety and welfare between the LEA, governing body and Headteacher.

4.4 Managers/ Team Leaders/ Headteachers

Each Manager/ Team Leader/ Headteacher will ensure that departmental instructions are implemented within their section.

4.5 Corporate Health & Safety Section

The Corporate Health & Safety Section will provide advice and guidance in order to ensure compliance with legislation and associated guidance.

4.6 Employees

Employees have a personal responsibility to protect themselves from risks associated with working at height. Employees should raise any concerns with their Managers/Team Leaders/ Headteachers and follow instructions given to minimise the risks.

5.0 LEGAL REQUIREMENTS

The key legislation that needs to be considered as regards to this policy are as follows:

- The Health and Safety at Work etc Act 1974 (HSWA)
- The Management of Health and Safety at Work Regulations 1999
- Working at Height Regulations 2005
- The Workplace (Health, Safety and Welfare) Regulations 1992
- The Construction (Health, Safety and Welfare) Regulations 1996
- The Construction (Design and Management) Regulations 1994

6.0 REVIEW AND MONITORING

The operation of the policy shall be the subject of periodic review.

7.0 CORPORATE PROCEDURE

NPTCBC shall implement this policy through the guidance outlined in the Corporate Procedure [CP/16/01](#).