



CCTV VOLUNTEER LONE WORKER POLICY

INTRODUCTION

The City of Ely Council is committed to providing a safe working environment and ensuring the health and safety of all CCTV Volunteers, to include those working alone.

DEFINITION OF LONE WORKING

A person is considered to be working alone if they do not have visual or verbal communication with someone who can summon assistance in the event of an accident or an emergency. Even if the person has access to a telephone they are still considered to be working alone, because in these circumstances they may not be able to use the telephone to summon help.

HEALTH & SAFETY

There is no legal prohibition on working alone. However, the City of Ely Council has a duty with regard to the Health and Safety at Work Act 1974 and also requirements to assess and control risks in the Management of Health and Safety at Work Regulations 1992. These require an employer to provide safe systems of work and safe workplaces as far as reasonably practicable and control risks that do arise from work activities.

RISK ASSESSMENT

To ensure safe systems of work for lone workers, the CCTV System Manager and the Volunteer CCTV Co-ordinator are required to undertake, periodically, a risk assessment to include the physical working environment and work activities in order to determine whether or not such activities can safely be carried out by a single person.

CCTV Volunteers working alone are required to follow the safe working arrangements developed and put in place by the City of Ely Council as well as taking reasonable steps to ensure their own safety, including informing the CCTV Co-ordinator of any incidents or safety concerns. (See attached CCTV Lone Worker Risk Assessment)

POLICY REVIEW

This policy will be reviewed on an annual basis, unless there is a need to review the policy earlier.

Reviewed and approved on the 11th March 2019

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Cllr M Rouse - Chairman of the Council