

**Polisi Iechyd a Diogelwch
Cyngor Cymuned Penmynydd a Star**

Mae Cyngor Cymuned Penmynydd a Star yn cydnabod ac yn derbyn ei gyfrifoldeb am ddarparu amgylchedd diogel ac iachus i'w aelodau; staff; gwirfoddolwyr; ymwelwyr; ac i unrhyw un yr effeithir arno gan ei weithgareddau.

Mae'r Cyngor yn cynnal y polisi hwn ar gyfer rheoli iechyd a diogelwch fel ei brif flaenoriaeth a bydd yn gwneud popeth sy'n rhesymol ymarferol i sicrhau bod trefniadaeth a chynllunio effeithiol yn cael eu sefydlu a'u cynnal. Bydd y Cyngor hefyd yn sicrhau y defnyddir dulliau archwilio ac adolygu priodol ac effeithiol i lywio gwaith y Cyngor, sy'n ymgymryd ag ymrwymo adnoddau priodol i reoli iechyd a diogelwch.

Mae ein datganiad o bolisi cyffredinol, isod, yn seiliedig ar hynny sy'n ofynnol yn rhinwedd yr Iechyd a Diogelwch yn y Gwaith ac ati. Deddf 1974. Er bod gan y Cyngor un gweithiwr, mae egwyddorion y Ddeddf a'i Reoliadau sail i'w rheoliadau fel y'u cyhoeddir yn ddiweddarach yn cael eu cymryd gan y Cyngor fel lleiafswm gofyniad ar gyfer rheoli'r Cyngor yn ddiogel ac effeithiol a'i weithgareddau.

**Penmynydd a Star Community Council
Health and Safety Policy**

Penmynydd a Star Community Council recognises and accepts its responsibility for providing a safe and healthy environment for its members; staff; volunteers; visitors; and for anyone affected by its activities.

The Council maintains this policy for the management of health and safety as its top priority and will do all that is reasonably practicable to ensure effective organisation and planning are established and maintained. The Council will also ensure that appropriate and effective audit and review mechanisms are used to inform the work of the Council, which undertakes to commit appropriate resources to manage health and safety.

Our statement of general policy, below, is based upon that required by virtue of the Health and Safety at Work etc. Act 1974. Although the Council has a single employee, the principles of the Act and its underpinning Regulations as later published are taken by the Council as a minimum requirement for the safe and effective management of the Council and its activities.

Ein datganiad o bolisi cyffredinol yw:

- Darparu rheolaeth ddigonol o'r risgiau iechyd a diogelwch sy'n deillio o'n gweithgareddau;
- I ymgynghori â'n staff ar faterion sy'n effeithio ar eu hiechyd a'u diogelwch;
- Darparu a chynnal offer diogel;
- Darparu digon o wybodaeth, cyfarwyddyd, a goruchwyliaeth staff, gwirfoddolwyr ac ymwelwyr cyn belled ag y bo hynny'n rhesymol ymarferol;
- Sicrhau bod yr holl staff a gwirfoddolwyr yn gymwys ar eu gweithgareddau sy'n gysylltiedig â'r Cyngor, ac am ddarparu hyfforddiant digonol cyn belled ag y bo hynny'n rhesymol ymarferol;
- Atal damweiniau a salwch sy'n gysylltiedig â gweithgarwch cyn belled ag y bo hynny'n rhesymol ymarferol;
- Cynnal amodau diogel ac iach ar gyfer cynnal busnes y Cyngor a'r cyfleusterau cyhoeddus y mae'n eu darparu; ac
- Adolygu a diwygio'r Polisi hwn yn ôl yr angen yn rheolaidd. Adolygwyd 01/03/2023

Our statement of general policy is:

- *To provide adequate control of the health and safety risks arising from our activities;*
- *To consult with our staff on matters affecting their health and safety;*
- *To provide and maintain safe equipment;*
- *To provide sufficient information, instruction, and supervision of staff, volunteers and visitors as far as is reasonably practicable;*
- *To ensure all staff and volunteers are competent in their Council-related activities, and to provide adequate training as far as is reasonably practicable;*
- *To prevent accidents and activity-related ill health as far as is reasonably practicable;*
- *To maintain safe and healthy conditions for conducting the Council's business and the public facilities it provides; and*
- *To review and revise this Policy as necessary at regular intervals. Revised 01/03/2023*