



Construction Environmental Management Plan

Walmersley Old Road, Bury

BDW Trading Ltd (Manchester Division)

Revision	Date	Prepared By	Revision Notes
0	03/02/2021	SPG	First Issue

Contents

Introduction	4
Objectives.....	4
Structure of the Document	4
Environmental Policy Statement.....	4
Barratt Group Management System	5
Project	5
Site Description	5
Development Proposals Outline	5
Planning Context	5
Programme.....	5
Hours of Construction and Deliveries.	6
Contact Details.	6
Divisional Office Contact Details	6
Remediation Phase Contact Details	6
Other Useful Contact Numbers.....	6
Traffic Management Plan.....	7
Site Boundary Treatments.	7
Site Access Proposals.	7
Permanent Site Access	7
Temporary Site Access(es)	7
Compound Location and Layout.	8
Signage Arrangement.....	8
Control of Noise & Vibration.....	8
Driven Piling Works.	9
Control of Dust.	10
Wheel Washing Facilities.	12
Protection of the Existing / Retained Trees and Hedgerows	12
Habitat Protection, Creation & Management.....	12
Protection of the Watercourses.....	13
Silt Management	13
Drainage Strategy.....	14

Site Waste Management Plan.....	14
Unexpected Contamination or Spillage.	14
Reporting of Environmental Incidents.	14
Monitoring and Compliance.	14
Communications Strategy.....	15

Drawings

1. Site Execution Plan 456/ED/34
2. Boundary Treatment Layout 456/P/BTL02

Appendices

- A. List of Supporting Documents for EA Flood Risk Permit Application
- B. Barratt Group Standards (BGS)

Introduction

Objectives

The purpose of this construction environmental management plan is to outline how the project will avoid, minimise or mitigate damaging effects on the environment, surrounding areas, and the local community.

Structure of the Document

This document will look at Barratt group policy with respect to environmental protection and controls. It will also consider the site specific environmental issues and demonstrate what steps are being implemented to avoid, minimize or mitigate against those effects.

Where a particular environmental issue or control measures is reported in greater detail in a specific report, the document will refer to that report for further detail. The report will not be reproduced in this document, due to the size of the document(s).

Where a particular environmental issue or control measure is demonstrated via a drawing, a brief description will be provided in this document with the drawing number referenced in the text of this document and the drawing provided in the “Drawings” section.

Where a particular environmental issue or control measure is covered by the Group Safety Health and Environmental Management System or a Barratt Group Standard (BGS), the BGS will be provided in the appendices to this document.

Environmental Policy Statement

In order to achieve the objectives in terms of environmental controls, the Barratt Group is committed to striving to:

- Prevent pollution, reduce waste and to ensure the efficient use of materials and energy and water.
- Use sustainable, reusable or recyclable products.
- Ensure that all wastes, particularly hazardous or contaminated wastes, are tested, transported and disposed of in an environmentally acceptable manner, in accordance with statutory duty of care requirements.
- Minimise noise levels, traffic movements, emission of pollutants and disturbance to the public and local ecosystems, wildlife habitats and preserve heritage.
- Review its activities and identify issues, which could have a significant impact on the environment.
- Minimise the risks of environmental incidents through the formulation of and adoption of appropriate risk management procedures and, in conjunction with the appropriate authorities, to maintain an emergency response capability to deal with accidental pollution.
- Engage with our supply chain to ensure compliance with this policy.
- Provide the necessary awareness and training to enable staff at all levels to understand and contribute to the implementation of this policy.
- Ensure each development has a robust plan in place for the management of waste, from inception through the duration of its construction.

Barratt Group Management System

The Group standards are set out in the Occupational Safety, Health and Environmental Management System (SHE Management System). The SHE Management System is managed by the Group SHE team.

The SHE Management System will be reviewed at least every two years or when changes in Legislation or other statutory requirements have been introduced.

The following are mandatory procedures, known as Barratt Group Standards (BGS). The BGS's relate to specific processes or work activities and are mandatory requirements to be implemented in the Group, and can be found in Appendix B

BGS 00 Group SHE Policies and Procedures

BGS 01 Pre-Commencement

BGS 05 Accident, Incident Reporting & Environmental Reporting

BGS 06 Monitoring, Reporting & Auditing of Safety, Health & Environmental Standards

BGS 07 Development, Induction & Safety, Health & Environmental Briefings (SHEBs)

BGS 27 Trees, Plants and Animals

BGS 28 Chemical Storage, Discharge and Spillage

BGS 29 Waste Management

BGS 33 Asbestos

BGS 38 Excavating/Driving Piles/Digging

BGS 41 Development Security and Signage

Project

Site Description

The site is the former Bevis Green Works, Off Walmersley Old Road, Bury, BL9 6. The site is a Brownfield site with many former uses throughout its history. Through the site runs a tributary to Pigs Lee Brook, which is classed as main river. The river is impounded in a "lodge" before discharging to a culvert that runs underground through the site. There are existing properties adjacent the western and southern boundaries. To the northern parcel is a parcel of greenbelt land.

Development Proposals Outline

The proposal is to construct 268 No low rise residential properties. Part of the works is also to reduce the existing lodge in size, and to divert and open up the existing culverted watercourse. The planning layout can be seen in Appendix A

Planning Context

The site was granted reserved matters planning by Bury Metropolitan Borough Council on 06/02/2020. Decision Notice Number is 63533

Programme.

At the time of writing this report, Remediation works are anticipated to commence in November 2020. Phase 1 remediation handover is anticipated to be Apr21. A phasing plan can be seen in Appendix B.

Road and sewers are anticipated to start in Jan 2021

The first house completion is anticipated to be Oct 21

The development is anticipated to be completed in June 2026, subject to build rates and sales.

Hours of Construction and Deliveries.

Working times for the project are stipulated in the planning conditions and are as follows:

Mon-Fri 8am-6pm

Sat 9am-2pm

No working on Sundays or Bank Holidays

If any work is necessary outside the above hours of work, this will only be done with prior written agreement from the local planning authority.

Contact Details.

Divisional Office Contact Details

BDW Trading Ltd – Barratt Manchester Division.
4 Brindley Road
Manchester
M16 9HQ

(Office Hours 9am to 5pm Monday to Friday)
0161 872 0161

Out of Hours Contact Details
0345 601 6084

Remediation Phase Contact Details

Urban Regen Ltd
Langley Road
Pendlebury
Salford
M6 6FG

Tel: 0161 710 1930

Other Useful Contact Numbers

Emergency Services
999 or 112 (Emergency)
101 (Non Emergency)

Environment Agency – General Enquiries
03708 506 506

Environment Agency
Floodline 0845 988 1188

Bury Council
0161 253 5000

Traffic Management Plan.

For construction traffic routes approaching the site on existing highways, refer to SCP Construction Traffic Management Plan.

Details of the agreed access/egress routes will be issued to all suppliers and subcontractors. This will be policed as far as practical but it must be recognised that the contractor has no jurisdiction over the vehicles once they have left site. Verbal and written briefings will be provided to all suppliers, contractors and visitors whilst also making them aware of any restrictions that they should adhere to when accessing the site.

Any unsuitable routes for large equipment will be communicated to all parties.

A comprehensive set of Highway Condition Survey Photos have been taken for all the site approach routes, prior to works commencing, and have been provided to Bury MBC. Photos are available upon request.

For construction traffic within the site, refer to the Site Execution Plan 456/ED/34.

Site Boundary Treatments.

For Permanent Boundary Treatments refer to drawing number 456/P/BTL02

Proprietary fencing/hoarding will be erected to the full site boundary in accordance with designs and/or manufacturer's recommendations to secure the perimeter of the site. This may be a phased approach dependent upon the phased release of remediation phasing.

All signage and site boundary hoardings are to be kept clear of any highway visibility splays required to maintain safe movements in and around the site.

Site Access Proposals.

Permanent Site Access

For permanent site access proposals refer to the planning layout 456/P/PL02. A single permanent site access is proposed off Walmersley Old Road.

All signage and site boundary hoardings are to be kept clear of any highway visibility splays required to maintain safe movements in and around the site.

Temporary Site Access(es)

Initial remediation phase construction traffic shall access and egress the site via the Mill Road entrance until Alternative arrangements can be put in place.

As soon as practicable, a second Temporary access will be constructed off Walmersley Old Road, for the remediation traffic only. This access is to minimise the risk due to Health and Safety and minimise the conflict between occupied plots and heavy construction traffic. Refer to Site Execution Plan 456/ED/34 for the Temporary Access Location. The Location will be subject to Agreement with Bury Council Highways dept. and obtaining the required permits. At this point no further access will be made off Mill Road, except where works to Mill Road improvements are being carried out.

Once the remediation phase works are complete, the temporary access off Walmersley Old Road will

be closed and all construction traffic will be briefed to route through the site via the main site access

Access across Mill Road will be required when accessing/egressing the southern parcel of the site.

Compound Location and Layout.

Refer to the Site Execution plan 456/ED/34 for the compound location.

The compound location includes Welfare Units, Storage Areas, and Contractor Parking.

The construction site provides adequate space for construction staff parking, welfare units and on site storage areas. Construction staff and subcontractors will be made aware on site induction that they are not permitted to park on the local highway network, with regular checks being made by site management. Having regard to these measures and given the amount of space available within the site, no construction staff or subcontractor parking will occur on the local highway network.

Signage Arrangement.

Directional Signage will be deployed along the local highway network, at locations and specification agreed with the local highway authority. The signs will be risk assessed, installed, maintained, renewed and removed by insurance backed specialist signage contractors.

Sales signage will be installed within the site boundary at the location as shown on the Site Execution Plan 456/ED/34.

All signage and site boundary hoardings are to be kept clear of any highway visibility splays required to maintain safe movements in and around the site. Signage location is also to be considerate to the existing residents in the immediate vicinity of the site.

Control of Noise & Vibration.

It is important to consider the impact of the construction site on the local environment. This will include understanding where the nearest sensitive source or residential receptor is, the general ambient noise level in the area and having an understanding of what the impacts will be, given the duration, scale and type of construction and demolition required.

In order to minimise the impact of noise and vibration on the local community, wildlife habitats and any other sensitive receptor, the following principles should be applied, wherever practicable.

Working will only be permitted within the approved working hours as set out above. Vehicles deliveries and plant movements will not be permitted outside of these hours, unless by prior agreement with the LA Environmental Health Officer.

Locate the site access and the material storage away from sensitive receptors. Hoardings to the site boundary should be used for security and to reduce the impact of noise escaping the site.

Circulatory routes will be provided where practicable in order to avoid the need to reverse, and thus reducing the noise from reverse warning systems. Where reversing is unavoidable, designated turning areas should be provided as far from the sensitive receptor as practicable.

Delivery routes and vehicle holding areas will be chosen to avoid built up occupied areas, where practicable. Refer to the Site Execution 456/ED/34 plan for traffic management routes.

Where a generator is required, they should be timed to operate only within required hours, where practicable. The generators should also be “Super Silent” type, and stored within a hoarding or screened compound to reduce the impact on the local environment.

Ensure adequate planning within the project to prevent noise generating from double handling of materials and overlapping of high noise activities.

Large concrete pours to be started as early as possible, within normal working hours, to avoid overruns.

When working within a building, wherever possible ensure all openings (i.e. windows and doors) are sealed.

Before works commence, the site workforce will be fully briefed on the need to keep all noise generated to a minimum. Shouting and raised voices are not permitted other than in cases where warnings of danger must be given. Radios will not be played at a volume that is likely to disturb local residents.

It is the Site Manager’s responsibility to ensure that good practice is being adhered to. Where excessive noise or vibration is being experienced, the activity should be stopped immediately, until an improved method can be employed, or screening measures can be implemented.

Where existing properties are expected to be impacted by noise and vibration, a letter drop will be provided prior to the works to inform of start dates, expected duration of the operation, and providing contact details for queries.

All noise and vibration complaints will be recorded and where possible the cause(s) will be, identified. Appropriate measures to reduce noise or vibration will be undertaken in a timely manner, and recorded.

A log book to be kept of all complaints, together with details of any action taken to deal with the complaint and made available to the local authority when asked.

Driven Piling Works.

Driven Piling operations are used only where depth to bearing ground conditions are too deep to use a traditional spread foundation type, or where ground conditions preclude the use of other foundation types.

The impact of driven piling can often results in nuisance noise and vibration for local residents and sensitive receptors, and in some cases could cause damage to existing buildings. Where driven piling cannot be avoided, Barratt will endeavor to minimise the impact of driven piling operations wherever possible, by using good practices, using experienced contractors, and using good communications with the local community.

Driven Piling works will be carried out, where practicable, in batches, to ensure the duration of nuisance is minimal.

Where piling operations is expected to impact the local residents, a letter drop will be provided at least 1 week prior to works commencing, to inform of start dates, expected duration of the operation, and

providing contact details for queries. The Site Execution Plan 456/ED/34 shows the location of the existing properties which will be notified of the piling works.

Residents of existing properties within close proximity to the site, or where damage to the property is at greater risk from piling operations due to the property age or condition, will be offered, by letter drop, a free visual inspection of their property to ensure that the property is structurally sound, and not susceptible to damage due to vibration. The inspection will be carried out by a qualified Structural Engineer or Chartered Building Surveyor. A photographic record of the property will be taken and kept on record for future reference. The photographic report may be provided to the homeowner/resident upon request. For privacy purposes the report will only be provided by post to the property address upon request. The Site Execution Plan 456/ED/34 shows the location of the existing properties which will be offered the free visual inspection.

Where a piling operation is close to existing properties, vibration monitoring will be carried out, usually at the closest affected property. The vibration monitoring equipment will be continually monitored for the duration of the works.

BS 7385-2 notes that the probability of damage tends towards zero at 12.5 mm/s peak particle velocity.

Guide values for vibration relating to cosmetic damage shown in BS7385-2:1993 states peak particle velocity (PPV) value of up to 10 mm/sec is tolerated for low frequency vibration, however for continuous vibration the standard states that the PPV should be halved.

For vibration levels peaking above 10mm/s, at the monitoring point, piling should cease immediately, and mitigation measures to reduce vibrations will be discussed with the piling contractors.

For vibration levels consistently above 5mm/s, at the monitoring point, piling should cease immediately and mitigation measures to reduce vibrations will be discussed with the piling contractors.

Noise and vibration can be minimized by:

- Using a modern, well maintained piling rig and enclosed hammer.
- Suitable packing between the hammer & pile.
- Consider the orientation of the piling rig.
- Pre-bore the pile positions.
- Reduce the hammer drop height.
- Reduce the pile load & increase the number of piles.
- Increasing the distance between the piling rig and the receptor.
- Screening of the rig (reduces noise only).
- Using a tubular steel driven pile (reduces vibration only).
- Using an alternative piling technique such as augered piles.

The use of dry timber packers between hammer and pile is to be avoided to reduce the likelihood of smoking/combustion due heat generated by the hammer blows.

Control of Dust.

The development shall include dust suppression measures and the methods to monitor emissions of dust arising from the development. The approved dust suppression measures shall be maintained in a fully functional condition for the duration of the construction phase.

This plan will be monitored by the Site Manager to ensure compliance throughout the development programme.

Visual dust monitoring will be undertaken continually, on-site and off-site. Particular attention should be paid to sensitive areas, such as near existing properties, public parks, or wildlife habitats. Weekly Monitoring of dust is to be carried out by the Site Manager and logged in SHE form 16.

Forward planning for dust mitigation measures should be considered throughout the year, but particularly in periods of dry weather.

If excavations are carried out in dry weather, increased water spraying will be required to ensure that the surface material remains damp. In wetter weather, greater attention will be required to ensure that mud does not leave the site through vehicle cleaning, which if deposited on roads, will produce dust when dry.

Roads should be surfaced as soon as possible during the construction programme, to minimise mud collected on vehicle wheels. Completed roads on the site are to be regularly cleaned by Water Assisted Road Sweepers, at regular intervals, AND upon request of the site manager.

Speed limits of 10mph will be introduced for all construction and site traffic.

Throughout the construction process, care will be taken to ensure that dust produced from vehicles delivering and removing materials to and from the site is minimised. This will be achieved by ensuring that drop heights are kept to a minimum and that dusty loads are sheeted. Vehicles entering and leaving sites will also be covered to prevent escape of materials during transport.

Material storage compounds will be screened by hoardings, where practicable.

Excavations and Earthworks should be damped down during prolonged dry weather to minimise dust.

Topsoil should be left unstripped as long as possible in order to minimize potential for dust. Where topsoil has been stripped, it should be re-vegetated as soon as practicably possible.

Stockpiles of soils should be sealed in bunds or mounds and not allowed to dry out. Steep side slopes and sharp changes in direction should be avoided. Stockpiles should be covered, seeded, or fenced, where practicable. Stockpiles should be away from site boundaries as far as practicable. Stockpiles should be damped down during dry weather to minimise dust.

The grinding, sawing and cutting of materials shall be carried out using suitable dust suppression techniques such as water sprays or local extraction.

Skips and Chutes should be covered where practicable. Drop height into skips and chutes should be kept to a minimum. Damping down of skip contents with water should be used if required.

Should any demolition be required, separate risk assessments and method statements will be requested which will include the requirements for minimising dust. These may include Soft stripping inside buildings before demolition, and the use of water suppression where required.

The burning of waste on site is strictly prohibited. All waste material is to be re- used or safely removed from site in accordance with relevant legislation.

All dust and air quality complaints will be recorded and where possible the cause(s) will be, identify. Appropriate measures to reduce emissions will be undertaken in a timely manner, and record.

A log book to be kept of all complaints, together with details of any action taken to deal with the complaint and made available to the local authority when asked.

Wheel Washing Facilities.

During the demolition and remediation phase, and where vehicles are expected to be leaving the site boundary, a dedicated wheel wash will be provided for the duration of the import/export operations. This may also be supplemented by a Jet Wash and operative manually cleaning vehicles.

During the house build phase, it is not practicable to provide a dedicated wheel wash at the site boundary, as the site boundary is continually moving positions, therefore, a mobile industrial jet wash and operative will be provided in a designated wheel wash area, particularly during earthworks imports and exports.

To minimise the impact on the adjacent highways, roads should be surfaced as soon as possible to minimise mud collected on vehicle wheels. Roads on the site and existing adopted highways are to be regularly cleaned by Water Assisted Road Sweepers, at regular intervals, AND upon request of the site manager.

Protection of the Existing / Retained Trees and Hedgerows.

This Barratt Group Standard BGS27 details the policy and procedures for dealing with Trees, Plants and Animals. The policy and procedures reflects the company's commitment to protecting wildlife.

For site specific recommendations refer to Arboricultural Impact Assessment by Ascerta Ref: P.956.17,

Habitat Protection, Creation & Management.

This Barratt Group Standard BGS27 details the policy and procedures for dealing with Trees, Plants and Animals. The policy and procedures reflects the company's commitment to protecting wildlife.

For site specific recommendations refer to the following documents for recommendations.

Arboricultural Impact Assessment	P.956.17 Rev A
Ecological Survey and Assessment	2018-202
Confidential Addendum: Badger Survey & Assessment	2018-202D
Reasonable Avoidance Measures Method Statement for Amphibians	2019-159b

Protection of the Watercourses.

The project involves a scheme for the diversion and de-culverting of Pigs Lee Brook.

Pigs Lee Brook is a Main River, as such the Environment Agency is responsible for management and control of the main river to manage flood risk.

A Bespoke Environmental Permit for flood risk has been applied for, to the Environment Agency. EA Ref FRAP/GMC/EPR/XB3953LV. Refer to Appendix A for a list of supporting documents that accompany the EA Bespoke Environmental Permit for flood risk. The documents are too extensive to include in this report but can be downloaded from the following download link.

<https://www.dropbox.com/s/j4qqtckz2eu5ec/Walmersley%20Old%20Rd%2C%20Watercourse%20Diversion.zip?dl=0>

Works within 8m of an existing watercourse are prohibited except where consent has been provided by The Environment Agency or LLFA.

Silt Management

Barratt Group Standard BGS 28 provides recommendations for preventing silt run-off from the site. Refer to BGS 28 in Appendix B

Monthly Water pollution inspection is to be carried out by the Technical Director's representative and evidenced on SHE form 10.

Silt protection fences will be employed along the full length of the watercourse to minimise surface silt run-off.

Highway gullies will be temporarily dammed with straw bales to filter SW run-off and reduce discharge to the watercourses. Gullies will be cleaned regularly and replacement straw provided where required.

In order to minimize siltation of any watercourses, the following mitigation measures could be employed:

- A staged approach to vegetation clearance along the watercourse within the site will be implemented. Where topsoil has been stripped, it should be re-vegetated as soon as practicably possible.
- Heras fencing to be erected adjacent existing watercourses to physically prevent incursion or debris entering the watercourse. Fencing will only be removed to facilitate landscaping or diversion works.
- Where silt run-off is expected to be a concern, a silt management plan will be prepared by Specialists prior to the works.

Drainage Strategy.

Refer to the document Report on Drainage Strategy to Accompany Planning Application 63533

Site Waste Management Plan.

This Barratt Group Standard BGS29 details the Waste Management policy and procedures. The policy and procedures reflects the company's commitment to waste management as part of our overall. Refer to BGS 29 in Appendix B.

Unexpected Contamination or Spillage.

Barratt Group Standard BGS 28 deals with chemical storage and accidental spillage. Refer to BGS 28 in Appendix B for further details.

Reporting of Environmental Incidents.

Environmental Incidents to be reported in accordance with Barratt SHE Policy BGS 05. Refer to Appendix B.

- Environmental incidents to be reported include, but not limited to:
- Damage or danger to the natural environment
- Pollution to water or land
- Poaching or illegal fishing
- Dead fish or fish gasping for air
- Watercourses blocked by a vehicle or fallen tree causing risk of flooding
- Flooding from main rivers or the sea
- Illegal dumping of hazardous waste or large amounts of industrial waste
- Illegal removals from watercourses
- Unusual changes in river flow
- Collapsed or badly damaged river or canal banks.

Where the environmental incident involves a risk to life or property, the appropriate statutory authority or emergency services should be notified using the contact details above.

Where an Environmental Incident has occurred, the site manager, or an appointed person, is to report the incident via the "LOGINCIDENT APP" or SHE Form 11.

The Divisional SHE Manager (or other appointed member of the SHE team) will be responsible for ensuring an investigation and report is completed for all reportable incidents and any incidents where a significant failure or near miss has occurred.

Monitoring and Compliance.

Barratt SHE policy requires continuous monitoring, reporting and auditing of environmental standards. Refer to BGS 06 in Appendix B.

The Site Manager is to carry out a daily review of the development with the entry in SHE form 16.

A SHE tour of the development is to be carried out by the Site Manager at intervals no greater than 10 days, with entries evidenced in SHE Form 29.

A SHE tour of the development is to be carried out by the Contracts Manager at intervals no greater than 40 days, with entries evidenced in SHE Form 18.

Independent SHE inspections of development is to be carried out by the Group SHE Manager at intervals not exceeding 28 days.

Monthly Water pollution inspection is to be carried out by the Technical Director Representative, with entries evidenced in SHE form 10.

Communications Strategy.

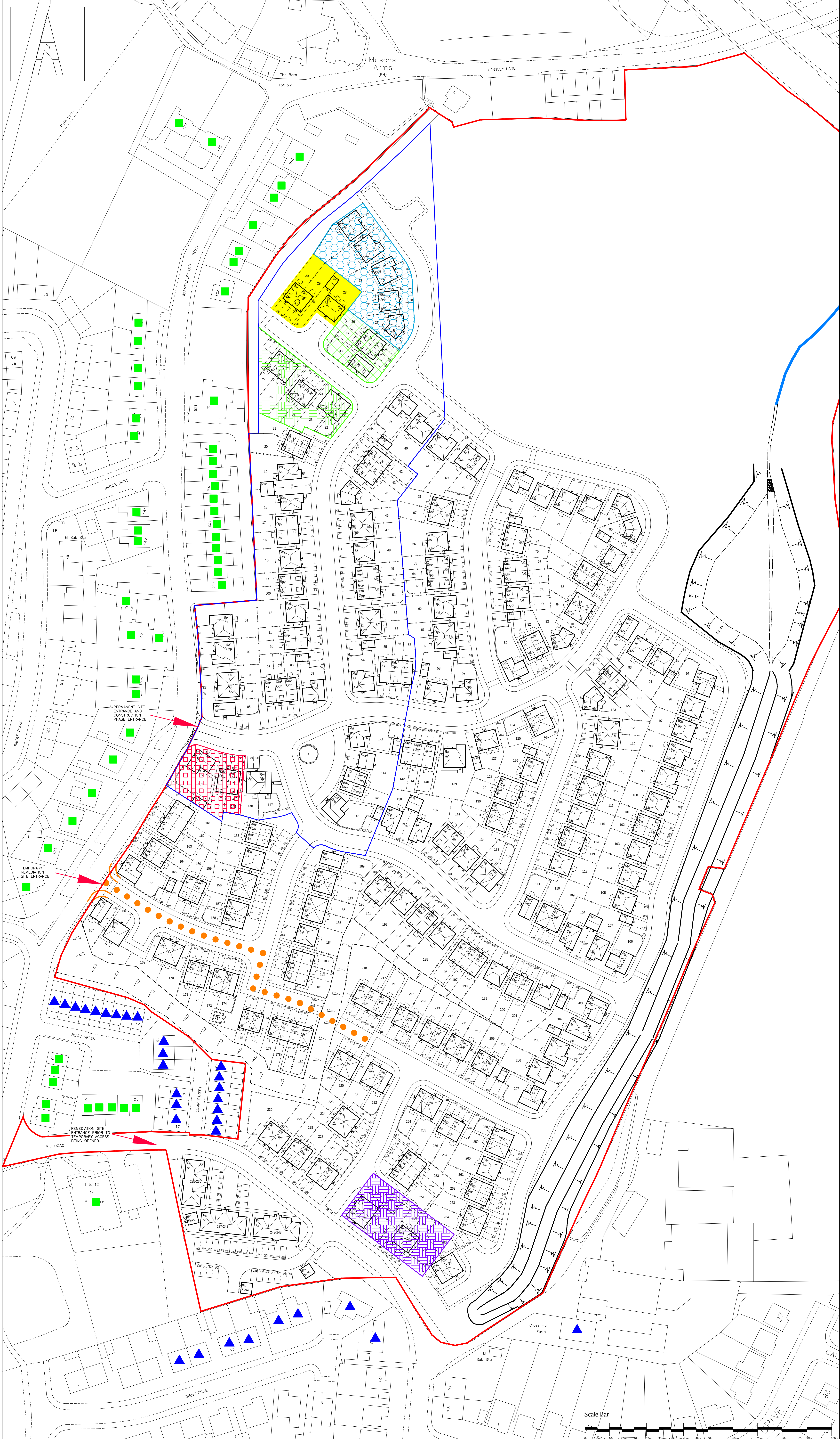
Where existing properties are expected to be impacted by noise and vibration, a letter drop will be provided in accordance with the strategy set out in the “Control of Noise and Vibration” section above.

Where existing properties are expected to be impacted by noise and vibration due to Driven Piling, a letter drop will be provided in accordance with the strategy set out in the “Driven Piling Works” section above.

For works to Mill Road, a letter drop will be provided to all residents of Mill Road, and all properties taking access off it, informing to inform of start dates, expected duration of the operation, any access restrictions, and providing contact details for queries or complaints. The letter will be provided at least two weeks prior to the works commencing.

END

DRAWINGS

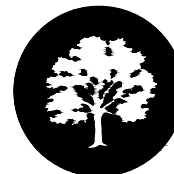


WARNING TO HOUSE-PURCHASERS
Property Redress Scheme Act 1991
Buyers are warned that this is a working drawing and is not intended to be treated as a descriptive material description, in relation to any particular property or development, or of the specified matters prescribed by any order made under the above Act. The contents of this drawing may be subject to change at any time and alterations and variations can occur during the progress of the works without revision of the drawing. Consequently the layout, form, content and dimensions of the finished construction may differ materially from those shown. Hereto the contents of this drawing constitute a contract, part of any contract or warranty.

- LEGEND**
- BRICK STORE
 - COMPOUND
 - CONSTRUCTION CAR PARK
 - GROUNDWORKERS COMPOUND
 - TEMPORARY SALES AREA
 - PHASE 1 CONSTRUCTION BOUNDARY
 - REMEDATION CONTRACTORS COMPOUND
 - SITE ENTRANCE
 - REMEDATION HAUL ROUTE
 - EXISTING PROPERTY TO BE SENT LETTER DROP PRIOR TO PLUGGING WORKS AND OFFER OF VISUAL SURVEY
 - EXISTING PROPERTY TO BE SENT LETTER DROP OF PRIOR TO PLUGGING WORKS

A Updated site execution plan to show the latest build phase. 03.03.21 LB

REV	DESCRIPTION	DATE	DRAWN



BARRATT HOMES

MANCHESTER

Barratt Homes Manchester
(A division of BDW Trading Ltd)
4 Brindley Road
City Park
Manchester
M16 9HQ
Tel: 0161 872 0161
Fax: 0161 855 2820

Job
Tetrosyl
Bury

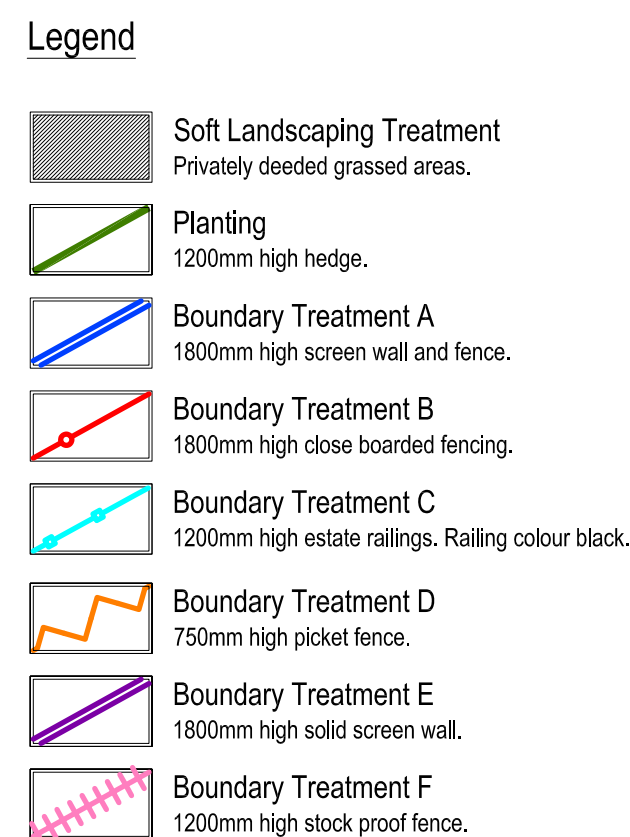
Title
Site Execution Plan

Design By	Date	Drawing Number	Rev
JSM	21.04.2020	456/ED/34	A
C.A.D By	Scale		
JSM	1:500		

WARNING TO HOUSE PURCHASERS

Property Misdescriptions Act 1991

Buyers are warned that this is a working drawing and is not intended to be treated as descriptive material describing, in relation to any particular property or development, any of the specified matters prescribed by any Order made under the above act. The contents of this drawing may be subject to change at any time, and alterations and variations can occur during the progress of the works without revisions of the drawing. Consequently the layout, form, content and dimensions of the finished construction may differ materially from those shown. None of the contents of this drawing constitutes a contract, part of any contract, or warranty.



General Notes

- This drawing is to be read in conjunction with Boundary Treatment Details (BTD02).
- New Stockproof Fence to be erected along watercourse up to the existing palisade fence.
- Existing palisade fence from pond to northern boundary to remain.

EXISTING OPEN
SPACE (FARMLAND)

Existing
Farm Buildings

[illegible]

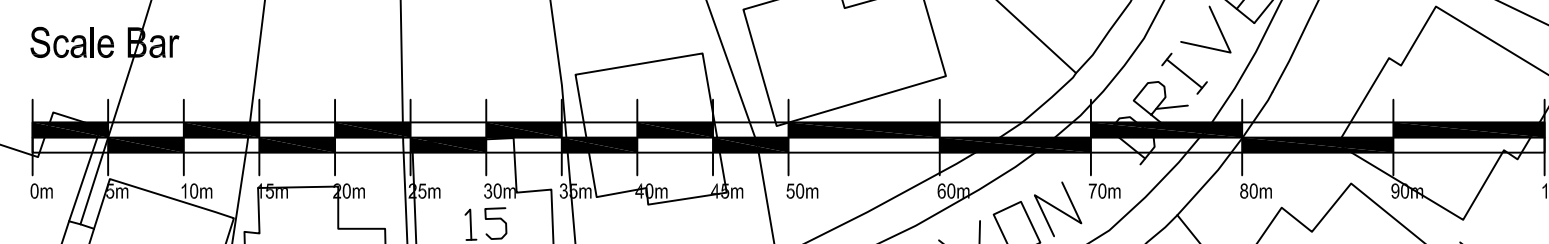
BARRATT
HOMES
MANCHESTER

Barratt Homes Manchester
(A division of BDW Trading Ltd)
4 Brindley Road
City Park
Manchester
M16 9HQ
Tel: 0161 872 0161
Fax: 0161 855 2328

Job **TETROSYL**
WALMERSLEY, BURY

Title			
BOUNDARY TREATMENTS LAYOUT			
Design By	Date	Drawing Number	Rev
J.P. / AA	09.2018	456 / P / RTI / 02	M
Drawn By	Scale		

Planning Layout | 1:500



APPENDIX A

Former Tetrosyl Site, Walmersley Old Road, Bevis Green, Bury.
Bespoke Application EA Ref FRAP/GMC/EPR/XB3953LV

LIST OF SUPPORTING INFORMATION

Rev 4 – 23rd Feb 2021

Title/Description	Reference
DRAWINGS	
Site Location Plan	456/P/LP/01
Site Topographical Survey	SDL 2140/1
Proposed Site Layout	6155 – 502 Rev F
Watercourse Cross Sections (sheet 1 of 2)	6155 – 507-01 Rev D
Watercourse Cross Sections (sheet 2 of 2)	6155 – 507-02 Rev D
Longsection Through FSA & Watercourse	6155 – 508 Rev B
Flow Control Structure GA (sheet 1 of 2)	6155 – 515-01 Rev B
Flow Control Structure GA (sheet 2 of 2)	6155 – 515-02 Rev B
Flood Storage Area GA	6155 - 516 Rev B
Headwall Detail	6155 – 517 Rev A
Culvert Detail	6155 – 518 Rev A
Watercourse Geomorphology	6155 – 519 Rev A
Engineering Layout	456/ED/02 Rev R
Engineering Longsections Sheet1	456/ED/11 Rev B
Engineering Longsections Sheet2	456/ED/ 12 Rev C
Engineering Longsections Sheet3	456/ED/13 Rev C
Engineering Longsections Sheet4	456/ED/14 Rev D
Road Construction Details	456/ED/09 Rev A
Highway Surfacing Layout	456/ED/08 Rev C
Culvert Diversion General Arrangements	456/ED/51 Rev A
Existing Watercourse Route	456/ED/55
Additional Cross Section through Realignment of PLB 1 of 5	456/ED/53
Additional Cross Section through Realignment of PLB 2 of 5	456/ED/54
Additional Cross Section through Realignment of PLB 3 of 5	456/ED/56
Additional Cross Section through Realignment of PLB 4 of 5	456/ED/57
Additional Cross Section through Realignment of PLB 5 of 5	456/ED/58
Outline Landscape Masterplan	C-1339-01 Rev E
Boundary Treatments Layout	456-P-BTL02 Rev M
Box Culvert Manufacturers catalogue	
Guide to Box Culvert Installation	
Typical Culvert Joint Detail	
Starcon Universal Lifter Photo Sheet	

PLANNING APPLICATION	
Decision Notice	63533 dated 04/03/2019
REPORTS	
Arboricultural Impact Assessment	P.956.17 Rev A
Ecological Survey And Assessment	2018-202
Confidential Addendum: Badger Survey & Assessment	2018-202D
Ph1 & Ph2 Geo-environmental Site Investigation	10-110-r1
GMEU response to Ecology reports	Dated 22 nd May 2019
Reasonable Avoidance Measures Method Statement For Amphibians	2019-159b
Geo-Environmental Site Summary	11-500-L1
Flood Risk Assessment	Issue 4
Hydraulic Modelling Study (Post Planning)	Issue 1
Technical Notes 6155/01 date Feb 2020	Issue 1
Water Framework Directive	Issue 3
Culvert Surveys	
Hydromorphological Assessment	
Physical Hydraulic Model testing for Drop Structure MH6	Report 20-28
Link to Physical Hydraulic Model testing for Drop Structure Videos	
EA Fish Removal Permit	EP/EW081-S-814/17907/01
Trash & Security Screen Assessment	
Bespoke Permit Application Risk assessment	
Invasive Weed Management Plan	
Japanese Knotweed Excavation Report	
COMPANY INFORMATION	
BDW Trading Overview from Companies House	03018173 -Overview
BDW Trading Officers from Companies House	03018173 - Officers
General Powers of Attorney dated 6 th November 2020	
CONSTRUCTION INFORMATION	
Flood Risk Management System	
Programme of Works	Rev 3
APPLICATION FORMS	
Application for Environmental Permit B10	
Application for Environmental Permit Part A	
Application for Environmental Permit Part F3	
Remittance Advice	
Letter to EA Delegating Authority	
Previous Correspondence	
Email from John Ruckledge of EA dated 01.04.20	
EA confirmation not covered under reservoir act Dated 18.12.2019	

APPENDIX B

Keeping People Safe



GROUP SAFETY, HEALTH & ENVIRONMENTAL (SHE) POLICIES & PROCEDURES

Version 3.0 - October 2020

Occupational Safety, Health and Environmental Management System



BARRATT
DEVELOPMENTS PLC

1. Purpose

Health and Safety

The objectives are to:

- Identify and minimise the risk of injury and health hazards of all persons affected by the Group's activities, including our workforce, customers and members of the public.
- Continuously improve standards of health, safety and welfare across the Group.
- Promote the health, safety and welfare of our workforce as an integral responsibility of management and leadership in appropriate working environments.
- Ensure that the legal obligations of the Group and its employees are observed.

Environmental

The objectives are to:

- Identify and minimise the risks to the environment from the Group's activities.
- Comply with current environmental legislation and act in anticipation of future requirements.
- Set targets to deliver continuous improvement in the management of environmental issues across the Group.

Occupational Health

The principal objective is the prevention of ill-health in the workplace through:

- Assisting with the identification and management of health risks.
- Supporting staff who are ill to remain at or return to work, as appropriate.
- Improving work opportunities for those with disabilities.
- Managing work-related aspects of illness.
- The promotion of good health to better equip staff to do their work well and also to make informed lifestyle choices.

2. Policy Statement(s)

Health and Safety Policy Statement

In order to achieve the objectives in terms of health and safety, the Group is committed to striving to:

- Provide a safe and healthy working environment for all its employees and ensuring that work carried out does not adversely affect the health, safety and welfare of others.
- Ensure suitable information, instruction and training are provided to employees in respect of health, safety and welfare.
- Make appropriate advice and resources available to ensure employee awareness of the risks associated with the Group's activities, and the relevant precautions required.
- Put in place suitable arrangements to ensure that the requirements of all Acts, Regulations and Approved Codes of Practice are implemented as appropriate throughout its undertakings.
- Require all employees to be aware of their safety responsibilities as detailed in the Group Occupational Safety, Health and Environmental Management System.
- Consult with our employees and supply chain to enable the effective implementation of this policy.
- Ensure that this policy is brought to the attention of all employees and is reviewed regularly.

The Group reminds all employees that we all have a responsibility not only for our own health and safety but that of anyone else affected by our operations and sites.

Environmental Policy Statement

In order to achieve the objectives in terms of environmental controls, the Group is committed to striving to:

- Prevent pollution, reduce waste and to ensure the efficient use of materials and energy and water.
- Use sustainable, reusable or recyclable products.
- Ensure that all wastes, particularly hazardous or contaminated wastes, are tested, transported and disposed of in an environmentally acceptable manner, in accordance with statutory duty of care requirements.
- Minimise noise levels, traffic movements, emission of pollutants and disturbance to the public and local ecosystems, wildlife habitats and preserve heritage.
- Review its activities and identify issues, which could have a significant impact on the environment.
- Minimise the risks of environmental incidents through the formulation of and adoption of appropriate risk management procedures and, in conjunction with the appropriate authorities, to maintain an emergency response capability to deal with accidental pollution.
- Engage with our supply chain to ensure compliance with this policy.
- Provide the necessary awareness and training to enable staff at all levels to understand and contribute to the implementation of this policy.
- Ensure each development has a robust plan in place for the management of waste, from inception through the duration of its construction.

Occupational Health Policy Statement

In order to achieve the objectives in terms of Occupational Health, the Group is committed to striving to:

- Ensure that the potential for ill-health arising from Group's activities is minimised so as far as is reasonably practicable.
- Identifying the health risks arising from the Group's activities so as to enable the implementation of the necessary control measures and as necessary appropriate occupational health interventions, e.g. health surveillance.
- Encourage a culture where managers take an active interest in the health and wellbeing of their staff.
- Ensure the early identification and management of work-related ill-health.
- Enable staff to raise, discuss and resolve individual work-related ill-health issues.
- Ensure that staff who are identified as particularly at risk of ill-health from their work or whose health affects their work, are provided with appropriate advice and support.

3. Scope

The scope covers:

- SHE standards to be applied across Barratt Developments PLC.
- All site based operations, protection of the public and Divisional/Group offices.
- SHE control of all suppliers and subcontractors.
- SHE information provided to management companies and external bodies.
- The controls required to satisfy all UK Health, Safety and Environmental legislation and other requirements.
- The minimum levels of SHE training to be provided to all staff.
- The monitoring, auditing and reporting of SHE standards.
- Investigation and reporting of accidents, incidents and SHE related complaints.

4. Monitoring and compliance

Monitoring, reporting and auditing of SHE standards is contained within Group Standard BGS 06, and a summary of which is set out below.

- Overall Group performance is reviewed at the SHE Board Committee twice per year and implementation of the continuous improvement strategy is managed by the SHE Operations Committee which is held at least quarterly.
- Divisional Safety, Health & Environmental Managers conduct monitoring visits, at least every four weeks, to each development site. This comprises:
 - o Review of documentation i.e. the records to be maintained.
 - o Site based activities such as visual inspection of the development.
 - o Preparation of a report based on that visit.
- Annual internal audit of the SHE standards across all operational units by the in-house Safety, Health & Environmental team.
- Annual review by external accreditors of the Occupational Safety, Health and Environmental Management System and its application in all operational units against the recognised international standards:
 - o ISO 14001
 - o ISO 45001 (OHSAS 18001)

5. Related Processes and Procedures

The Group standards are set out in the Occupational Safety, Health and Environmental Management System (SHE Management System). The SHE Management System is managed by the Group SHE team and the control of update and issue is via the formats detailed in section 7.

The SHE Management System will be reviewed at least every two years or when changes in legislation or other statutory requirements have been introduced.

The following are mandatory procedures, known as Barratt Group Standards. The BGSs relate to specific processes or work activities and are mandatory requirements to be implemented in the Group.

BGS 00	Group SHE Policies and Procedures
BGS 01	Pre-Commencement
BGS 02	Risk Assessment
BGS 03	Appointment of Contractors
BGS 04	Consortium Agreement
BGS 05	Accident, Incident Reporting & Environmental Reporting
BGS 06	Monitoring, Reporting & Auditing of Safety, Health & Environmental Standards
BGS 07	Development, Induction & Safety, Health & Environmental Briefings (SHEBs)
BGS 08	Manual Handling Operations
BGS 09	Confined Spaces
BGS 10	Control of Substances Hazardous to Health (COSHH)
BGS 11	Display Screen Equipment (DSE)
BGS 12	Content of Health and Safety Files
BGS 13	Hand/Arm Vibration (HAV)

BGS 14	Mobile Cranes
BGS 15	Self-Erecting/Pedestrian Operated Tower Cranes
BGS 16	Tower Cranes
BGS 17	Supply and Installation of Pre-Cast Concrete Units
BGS 18	Temporary Works Classification and Control
BGS 19	Traffic/Pedestrian Management
BGS 20	Supervision for Construction/Building Operations
BGS 21	Site Welfare Facilities
BGS 22	Young Persons
BGS 23	Sales
BGS 24	Customer Service
BGS 25	Group and Divisional Offices Safety, Health and Environmental Requirements
BGS 26	Health and Safety and Environmental Aspects Impacts Register
BGS 27	Trees, Plants and Animals
BGS 28	Chemical Storage, Discharge and Spillage
BGS 29	Waste Management
BGS 30	Electrical Safety
BGS 31	Crisis Management Response Plan
BGS 31A	COVID-19 - Crisis Management Response Plan
BGS 32	Fire and Emergency Arrangements
BGS 33	Asbestos
BGS 34	Plant and Work Equipment
BGS 35	Work at Height/Prevention of Falls
BGS 36	Safe System of Work
BGS 37	Safety Guidelines for Outdoor Play Equipment and Public Open Spaces
BGS 38	Excavating/Driving Piles/Digging
BGS 39	Removed from the system
BGS 40	Hoists, Mast Climbers and Temporary Access Equipment
BGS 41	Development Security and Signage
BGS 42	Overhead Services
BGS 43	Installation and Inspection of Cavity Barriers and Fire Stopping

6. Relevant Regulation(s)/Legislation

Health and Safety

Health and Safety at Work etc Act
Corporate Manslaughter and Corporate Homicide Act
Management of Health and Safety at Work Regulations
Provision and Use of Work Equipment Regulations
Manual Handling Operations Regulations
Construction (Design & Management) Regulations
Work at Height Regulations
Control of Vibration at Work Regulations
Regulatory Reform (Fire Safety) Order
Fire (Scotland) Act
Control of Noise at Work Regulations
Control of Substances Hazardous to Health Regulations
Control of Lead at Work Regulations
Control of Asbestos at Work Regulations
Confined Spaces Regulations
Lifting Operations and Lifting Equipment Regulations
Health and Safety at Work (Offences) Act
Reporting of Injury, Diseases & Dangerous Occurrences Regulations
First Aid at Work Regulations
Electricity at Work Regulations
Personal Protective Equipment at Work Regulations
Health and Safety (Display Screen Equipment) Regulations
Gas Safety (Installation & Use) Regulations
Health and Safety (Consultation with Employees) Regulations
Health and Safety (Fees) Regulations
Workplace (Health, Safety and Welfare) Regulations
Health and Safety (Safety Signs and Signals) Regulations
Health and Safety (Information for Employees) Regulations

Environmental

Carbon Reduction Commitment (CRC) Energy Efficiency Scheme
Clean Air Act
Climate Control Act
Climate Control (Scotland) Act
Conservation (Natural Habitats) (Amendment) (Scotland) Regulations
Conservation of Habitats and Species Regulations
Contaminated Land (England) Regulations
Contaminated Land (Scotland) Regulations
Contaminated Land (Wales) Regulations
Control of Asbestos Regulations
Control of Noise (Code of Practice for Construction and Open Sites) Order
Control of Pollution (Amendment) Act
Control of Pollution (Oil Storage) (England) Regulations
Controlled Waste (England and Wales) Regulations
Controlled Waste Regulations
Environment Act
Environmental Permitting (England and Wales) Regulations
Environmental Permitting (England and Wales) Regulations
Environmental Protection (Duty of Care) (Scotland) Regulations
Environmental Protection Act
Environmental Protection Act
Finance Act

Groundwater (England and Wales) Regulations
Hazardous Waste (England & Wales) Regulations
Hazardous Waste (Wales) Regulations
Hedgerows Regulations
Highways Act
Land Drainage Act
Landfill Tax (Qualifying Materials) Order
Landfill (Scotland) Regulations
List of Wastes (England) Regulations
List of Wastes (Wales) Regulations
Protection of Badgers Act
The Hazardous Waste (Wales) Regulations
Town and Country Planning Act
Waste (England and Wales) Regulations
Waste (Scotland) Regulations
Waste Electrical and Electronic Equipment Regulations
Waste Information (Scotland) Regulations
Waste Management Licensing (Scotland) Regulations
Water Act
Water Environment (Controlled Activities) (Scotland) Regulations
Water Environment (Oil Storage) (Scotland) Regulations
Water Environment and Water Services (Scotland) Act
Water Resources Act
Wildlife and Countryside Act
Scottish Landfill Tax (Qualifying Materials) Order
Town and Country Planning (Environmental Impact Assessment) Regulations

7. Safety, Health and Environmental Information

The Group Standards are set out in the Occupational Safety, Health and Environmental Management System which is available in electronic format, as detailed below:

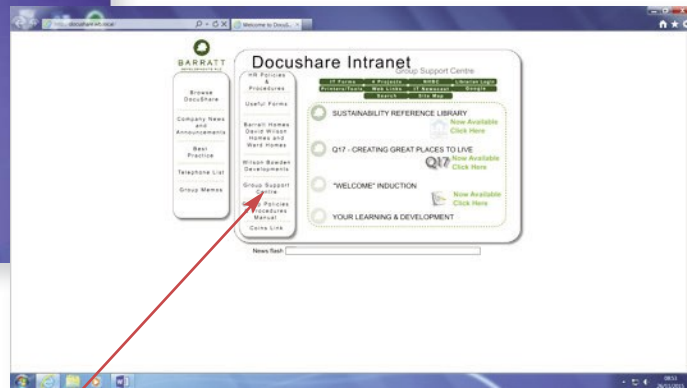
- Docushare – The Barratt Group Document management system. Available on all desktops and SHE documents can be located under the heading of Group Support Centre → Safety Health and Environmental.
- Natural Forms – Electronic SHE Forms, which enable users to complete forms and submit for automatic filing on the Barratt Group servers. Storage is provided for each individual development and by the relevant form reference number. Documents held electronically are backed up via the Barratt Group data protocols.

7.1 Docushare (Desktops)

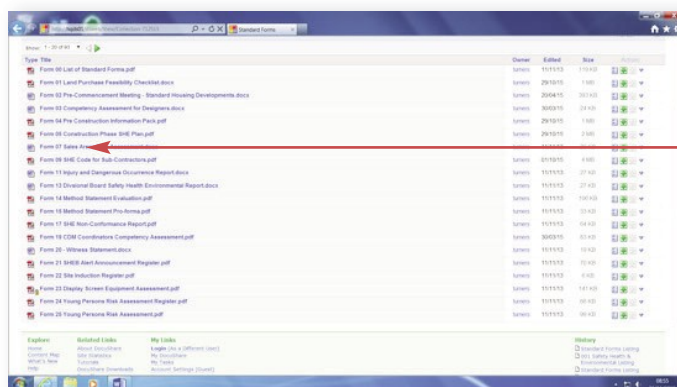
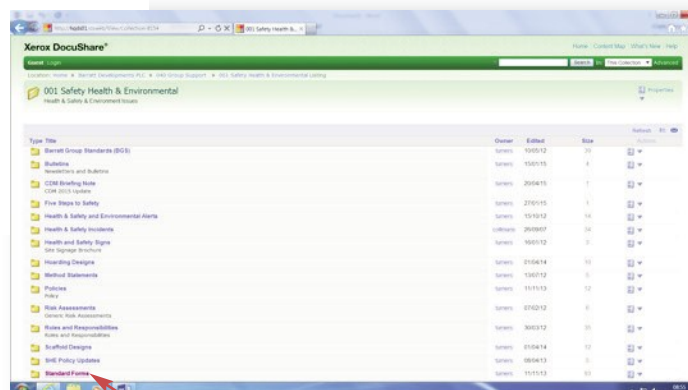
The SHE Management System is available on the company document management system called Docushare.



Click on the Docushare icon



Click on SHE Policies and Procedures



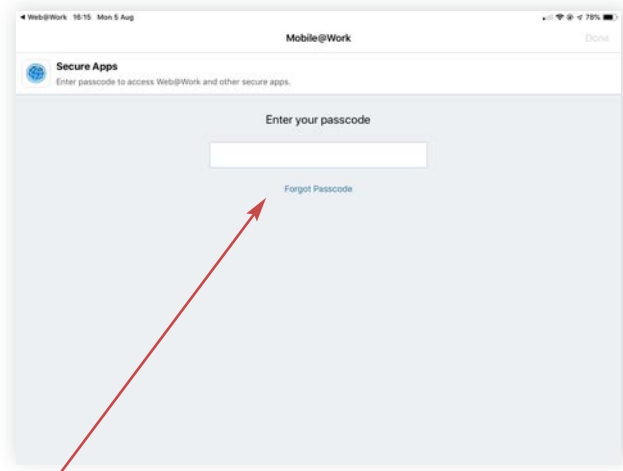
A number of folders. If, for example, you require a Standard Form, click on the folder and all the approved forms will be available. Some are in editable PDF which can be updated and then saved.

7.2 Docushare (iPads)

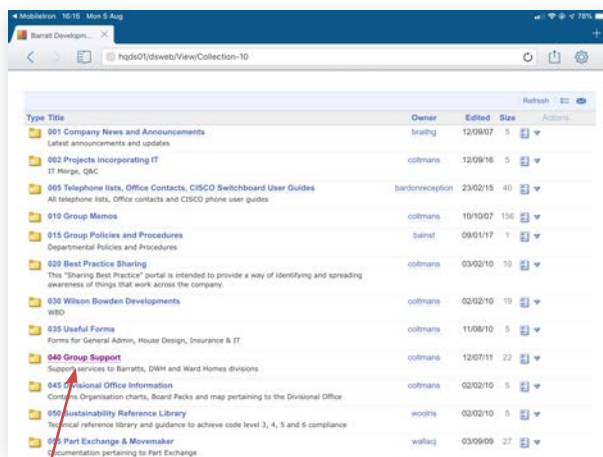
The SHE Management System is available via Docushare on the iPads



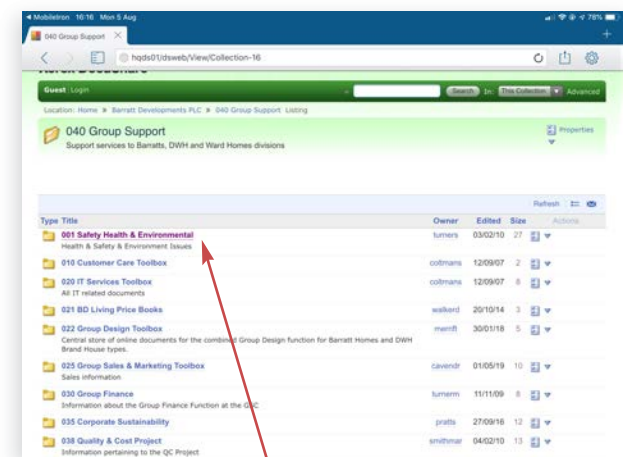
Click on Xerox icon for Docushare



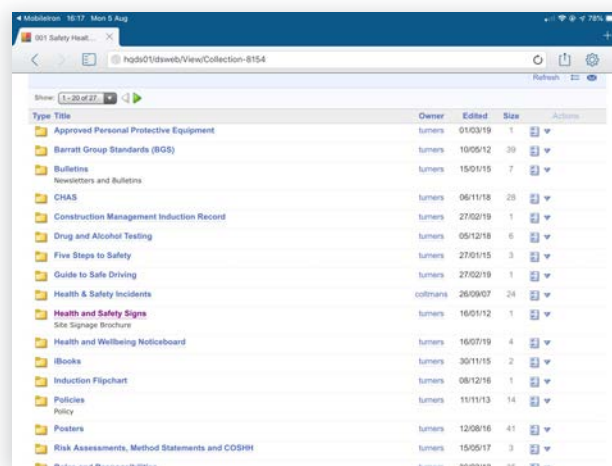
Enter your security passcode



Click on 040 Group Support



Click on 001 Safety, Health & Environmental



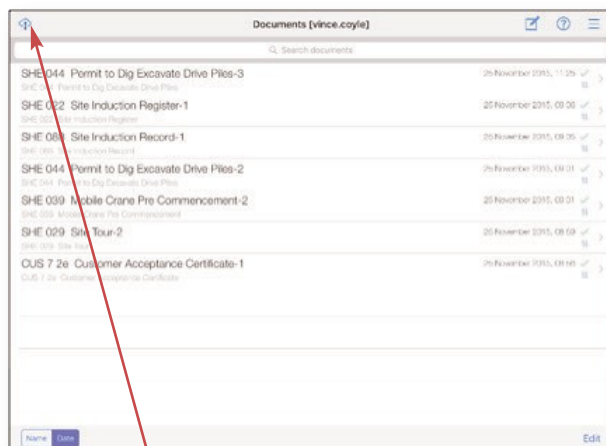
A number of folders with SHE information are available. If, for example, you require a Standard Form, click on the folder and all the approved forms will be available. Some are in editable PDF which can updated and then saved.

7.3 Natural forms (E-Forms)

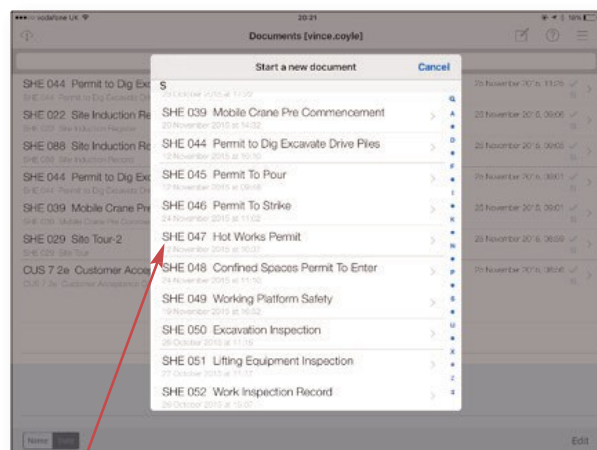
Control forms for confirming safe systems of work are in place or to record inspections etc are available as e-forms via the Site Management iPads. The forms available are those which are used on a regular basis on our construction sites and which can be completed and submitted to the central portal for storage. Other forms are available which are either not compatible with the e-forms platform or which are not utilised on our construction sites and these can be found on Docushare as detailed in 7.1. All forms are reference in the Barratt Group Standards.



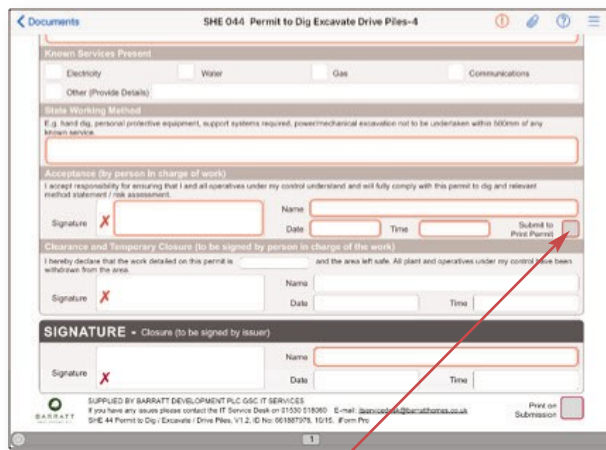
Click on the Natural Forms icon



Your home screen will appear and you may have forms opened or stored on the iPad. Click on the Cloud icon and this will refresh all the forms. This may take a few minutes.



Revised and new SHE Forms will now be available.



On a number of the forms and where copies are required to be issued to persons controlling the work, an additional print function has been provided. This will enable the form to be printed and will be stored on the portal. When the permit is closed out, the form can be re-submitted and this will overwrite the previous one stored on the portal.

Key Contacts and Responsibilities

Area of responsibility	Name	Job Title	Contact Phone / Email
Approval of Policy Amendments	Steven Boyes	Chief Operating Officer	01904 617660 steven.boyes@barrattplc.co.uk
Policy Owner / Sponsor	Steven Boyes	Chief Operating Officer	01904 617660 steven.boyes@barrattplc.co.uk
Policy Author / Lead / Champion	Vince Coyle	Group SHE Director	01604 664500 vince.coyle@barrattplc.co.uk
Breach Reporting	Vince Coyle	Group SHE Director	01604 664500 vince.coyle@barrattplc.co.uk
General Policy Queries	Vince Coyle	Group SHE Director	01604 664500 vince.coyle@barrattplc.co.uk

Version Control (include on "Title Page" of document)

Version Number	Date Applied	Policy amendment approved by
1.0	01/10/2016	Steven Boyes
2.0	01/08/2019	Steven Boyes
3.0	01/10/2020	Steven Boyes

Next scheduled review date: 01/08/2021

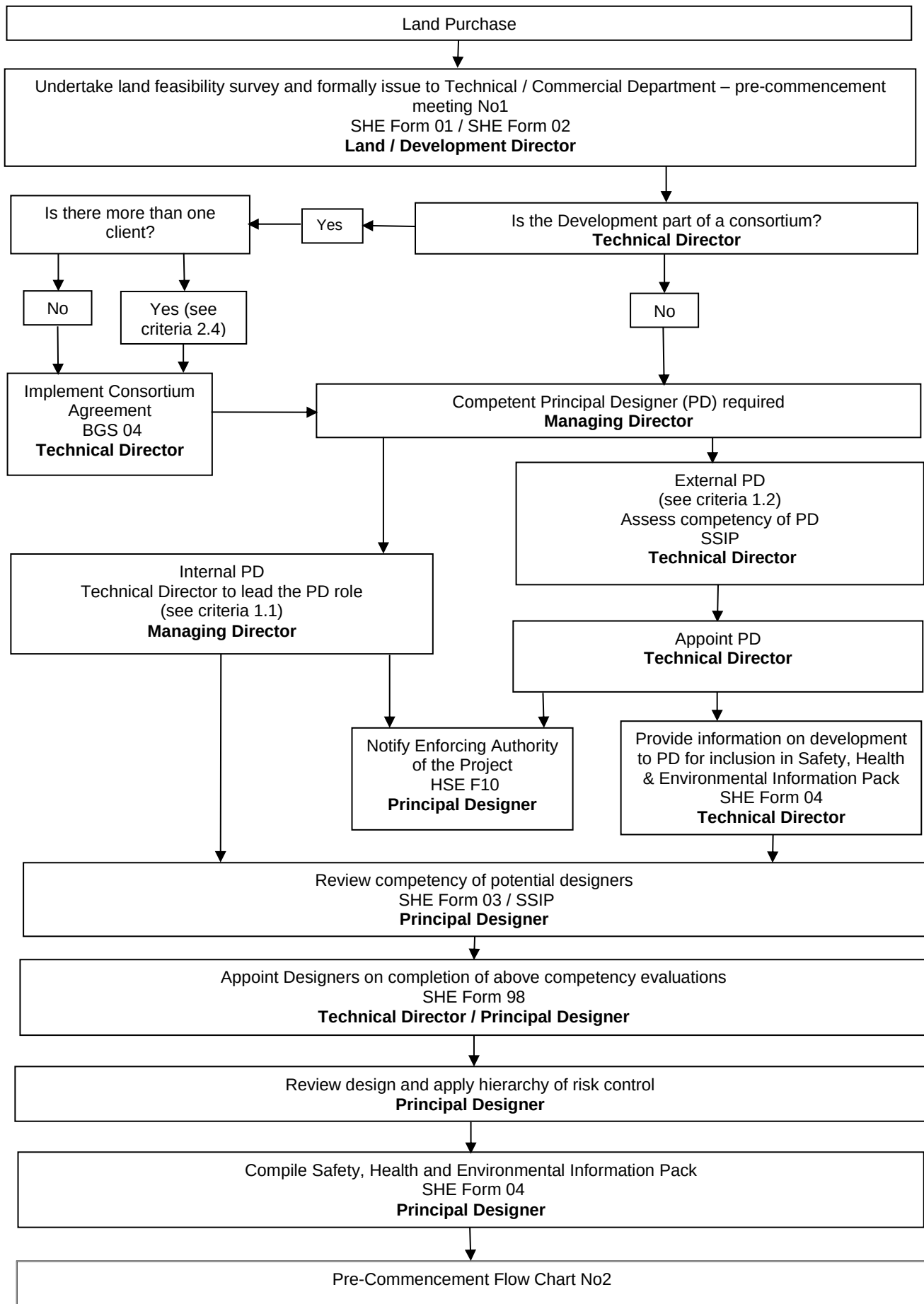
BARRATT GROUP STANDARD (BGS) 01 PRE-COMMENCEMENT - October 2020

Occupational Safety, Health and Environmental
Management System

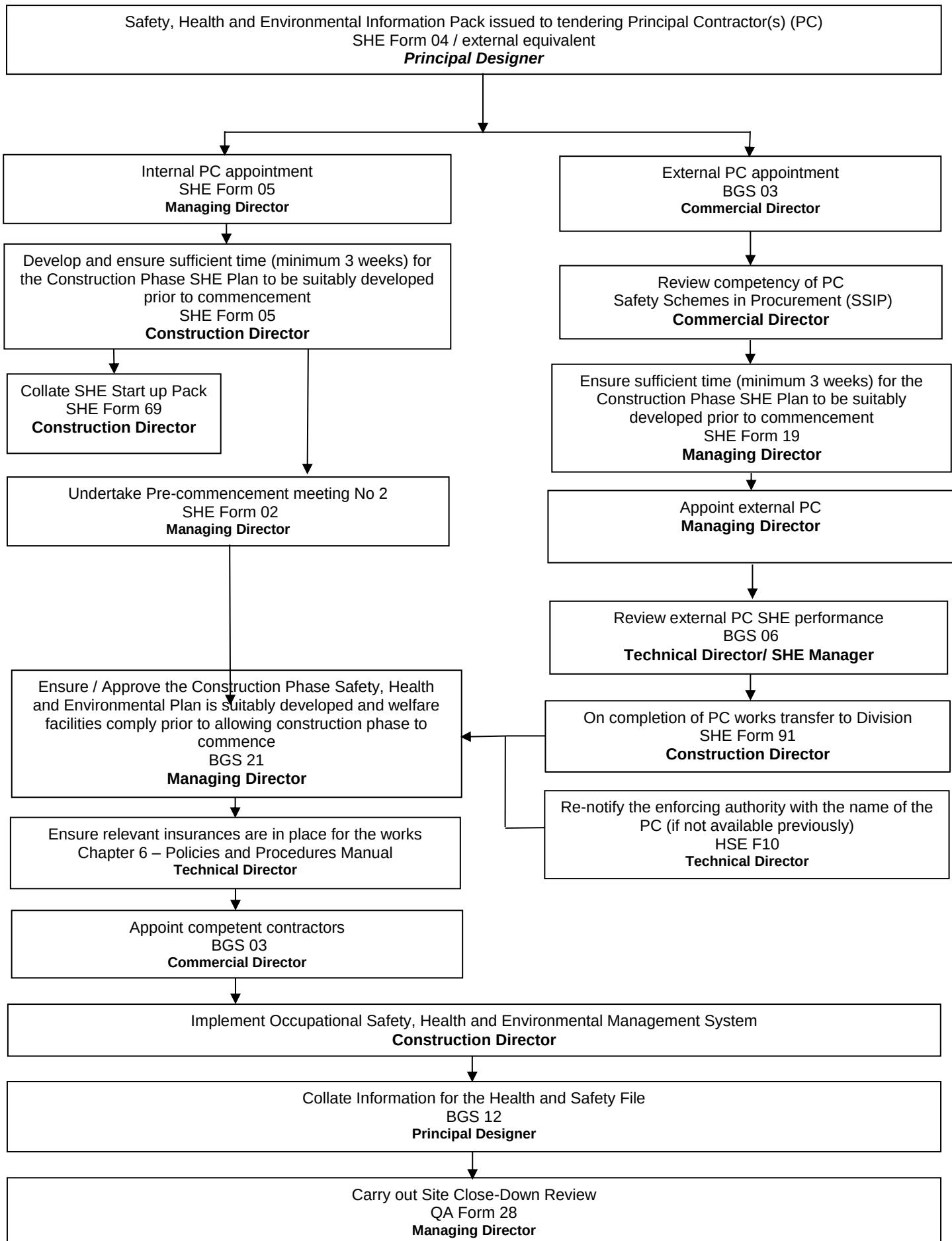


BARRATT
DEVELOPMENTS PLC

Pre-Commencement Flowchart No1



Pre-Commencement Flowchart No2



		Reference	Responsibility
1.0	Principal Designer (PD) The Principal Designer must be appointed as soon as working drawings are commissioned and must be the first formal appointment made for the pre-construction phase of a development.		Managing Director/ Technical Director
1.1	Internal appointment Where the PD role is to be undertaken by the Division, this must only be on: • Developments up to and including 4 storeys high • Standard house type schemes In addition, the PD role can be undertaken on developments other than those listed above where the Division can demonstrate that there is sufficient competency available to discharge the role. This will need to be reviewed, in conjunction with the SHE Manager, and will not be standard procedure. In this case a Principal Designer must be appointed from within the Division. Principal Designers must attend an approved training course that enables a clear understanding of the role. In addition, they must have sufficient knowledge and experience of the design process and be able to coordinate aspects of construction design. Training must be in accordance with the SHE Training Matrix. The PD role must be undertaken by a team of individuals to enable all aspects of health and safety to be considered. It is the PD's responsibility to ensure the duties associated with the role are discharged including compiling the Pre-Construction SHE Information Pack, coordinate the activities of designers, notify the project to the enforcement authority and prepare the health and safety file(s). Appointment of PD by the Division can be confirmed via the notification form to the enforcing authority.	Email SHE Form 04 HSE F10	Managing Director Managing Director Managing Director Managing Director Managing Director Technical Director/ Principal Designer Managing Director
1.2	External Principal Designer (PD) External PD must be appointed for all complex projects and apartment developments (structures 5 storeys and above). Where external PDs are appointed, the competency of the organisation must be evaluated via one of the Safety Schemes in Procurement (SSIP) annually.	SSIP	Managing Director Technical Director

		Reference	Responsibility
	A formal appointment of the PD must be undertaken, outlining the scope of service to be provided.	Commercial Procedures	Technical Director
	All relevant SHE information known about the development must be forwarded to the PD for inclusion in the Pre-Construction SHE Information Pack.	SHE Form 01	Technical Director
	In all cases, the Division, as Client for the development, must appoint the PD and this must be a separate appointment to that of the PC, even if the contractual conditions are design and build.	HSE F10	Technical Director
2.0	Notification of the Project		
2.1	The PD of the Division must ensure that the project is appropriately notified to the enforcing authority and declare that the Division is Client for the development where the following applies: • Construction work is scheduled to last longer than 30 working days and have more than 20 workers on site at any point • Construction work is scheduled to exceed 500 person days Any date on which construction work is undertaken must be counted, even if the work on that day is short duration. This includes holidays and weekends.	HSE F10	Technical Director
2.2	Notification of the project must be undertaken as soon as the PD is appointed. This must be undertaken even if the PC has not been appointed.	HSE F10	Technical Director
2.3	Re-notification of the project must be undertaken when the appointment of a PC has been made, and if the start/end date notified moves by a month or more.		Technical Director
2.4	If there is more than one designated Client (Consortium developments), an agreement must be made in writing between the Clients.	BGS 04/ SHE Form 94	Technical Director
2.5	If a Division is fulfilling any of the roles detailed in the CDM Regulations, the name notified must be BDW Trading Ltd (Name of Division).		Technical Director
2.6	The F10 form can be completed electronically at https://www.hse.gov.uk/forms/notification/f10.htm . The form will be sent to the email of the person identified and a record be maintained in the Division. The form will need to be provided to the Construction team for display on site.		Technical Director

		Reference	Responsibility
3.0	Appointment of external Principal Contractors		
3.1	Pre-construction archaeological investigations are not subject to the CDM Regulations when undertaken as a stand-alone element prior to the construction phase of a project. This does not initiate the construction phase of the project. Archaeological investigations or activities that are undertaken during the construction phase of a project will be governed by the requirements of CDM – but archaeologists and their activities will be considered to be contractors. In this case, a competent Principal Contractor must be appointed.	Commercial Procedures	Technical Director
3.2	Appointed PC must be assessed for competency prior to contracts being placed. This can be achieved by confirmation that the contractor has satisfied the criteria for a registered Safety Schemes in Procurement (SSIP), and that the contractor has successfully undertaken the type of work previously.	SSIP	Managing Director
3.3	If the PC is appointed on a design and build form of contract, the Division must satisfy themselves that the organisation is competent to discharge the designer's duties or have employed a designer(s) who fulfils the competency criteria.		Technical Director
3.4	Appointment must be formal and be confirmed by issue of contract documentation or letter of intent.		Commercial Director
3.5	All PCs appointed are responsible for the management of SHE for the construction phase of the development and have systems and procedures, which are monitored by a designated competent person (either employed or consultant). The results of any monitoring must be provided to the Division.		Technical Director
3.6	A review of the PC's performance must be undertaken, which will include a review of monitoring of SHE standards on site, and Construction Phase Safety, Health and Environmental Plan.	BGS 06	Technical Director / SHE Manager
3.7	There must only be one PC for a project at any one time. However, if there are two truly independent, unrelated packages of work (i.e. a demolition element, which is truly independent of the remaining development), which do not rely upon one-another for their viability or completion then these can be procured as separate contracts and procedures applied accordingly. These projects must be truly independent with separate welfare facilities (where possible) and clearly defined site boundaries.		Technical Director

		Reference	Responsibility
3.8	In the appointment of an external PC for any work, the Division must ensure that a suitable Construction Phase Safety, Health and Environmental Plan is in place and welfare facilities are appropriate prior to allowing construction work to commence. This applies to any defect works, and the content of the plan must be proportionate to the work to be undertaken.	SHE Form 19	Managing Director
3.9	On completion of the external PC works/transfer of the PC role to Barratt Developments PLC, a review of transfer arrangements must be undertaken between the external PC and Division.	SHE Form 91	Construction Director
4.0	Division Appointed as Principal Contractor		
4.1	A suitable and sufficient Construction Phase Safety, Health and Environmental plan must be in place, which is provided in the standard folder and is signed off by the Managing Director before any work commences. This will include a fully developed Site Execution Plan, which is agreed with all Divisional Directors and is reviewed at least every three months.	SHE Form 05	Managing Director/Construction Director
4.2	Suitable welfare provision must be in place prior to any work commencing on site.	BGS 21	Managing Director
4.3	The development must be appropriately resourced with competent site management to plan, monitor and coordinate the construction phase. The competent person must meet the specified training requirements and also have the appropriate knowledge and experience to monitor and coordinate the activities on site.	BGS 20	Construction Director
5.0	Appointment of Designers and their duties		
5.1	The competency of all external Designers appointed to undertake roles on the development must be evaluated via one of the Safety Schemes in Procurement (SSIP) annually, or via SHE Form 03, which must be undertaken every two years.	SSIP/SHE Form 03	Technical/ Commercial Director
5.2	Appointment of Designers must be made in writing in the form of a contract or letter of intent.		Principal Designer
5.3	Designers must provide information on residual risk, which must be specific to the development. Information must relate to hazards/risks that a competent contractor would find unusual or likely to be difficult to manage. Information must also consider future maintenance of the structures.		Technical Director/ Principal Designer/ Designers
5.4	Hazard information must be provided using clear notes on drawings. Alternatively reference must be made to other development specific documents where the information can be found.		Technical Director

		Reference	Responsibility
6.0	Land Feasibility Survey		
6.1	The land feasibility survey must be completed as part of the process for final purchase of a site. It is designed to highlight SHE hazards / risks that could affect the purchase, and to highlight hazards / risks that must be evaluated as part of planning process and construction phase.	SHE Form 01	Land/Development Director
7.0	Pre-Start Meeting(s)		
7.1	Two pre-start meetings must be undertaken to ensure all relevant information is available and notifications are in place prior to commencement of a development.	SHE Form 02	Managing Director/ Departmental Heads
8.0	Site Execution Plan		
8.1	A detailed Site Execution Plan must be in place prior to a site commencing.	SHE Form 05	Managing Director
8.2	The sequence of build routes and occupation programme must be detailed (dates when plots are due to be occupied) on the Site Execution Plan to ensure there is a safe buffer and minimal interaction between construction works and occupied areas. The plan must also identify when permanent roads/sewers will be completed, where haulage roads are required to complete the works, and the location of welfare facilities. The Site Execution Plan must be supplemented by the Site Traffic/Pedestrian Management Plan. This must reduce plant interaction with the workforce and customers. Where this cannot be avoided, adjacent to occupied plots, safe access and segregation must be provided for occupied areas.	BGS 41	Managing Director
8.3	The plan must be agreed and signed off by the Divisional Management team prior to the development commencing.		Managing Director
8.4	The plan must be reviewed at least quarterly on every development.	SHE Form 35	Contracts Manager / SHE Manager
8.5	For any significant changes in the route of build, sales or occupation strategy, the plan must be reviewed/revised and agreed by the Divisional Management.		Managing Director
9.0	Sustainable Drainage System		
9.1	An assessment of the controls required for any Sustainable Drainage System (SuDS) must be undertaken. The assessment must be in the format approved by the Barratt Developments PLC but can be undertaken by the scheme designers as part of their management system, as long as the content / detail is at least equivalent to that detailed in SHE Form. The control measures to prevent injury or otherwise from the scheme must be detailed.	SHE Form 86	Technical Director

		Reference	Responsibility
9.2	A review of the assessment and the implementation of the control measures during the construction of the development must be undertaken on a six monthly basis.	SHE Form 86	Technical Director
10.0	Review of Water Containment on Site		
10.1	A review of the controls in place to prevent contamination of any watercourse must be undertaken monthly on all sites.	SHE Form 10	Technical Director
11.0	Site Start-up Pack		
11.1	A site start-up pack must be collated for all new developments by the respective Division and stocks maintained. The pack must be available on site prior to work commencing.	SHE Form 69	Construction Director
12.0	Site Safety Health and Environmental Records		
12.1	SHE Forms, which are completed via Natural Forms, are stored electronically on the Homebuilder Portal. Hard copies of the following must be maintained on site. • SHE Form 05 • Subcontractors Risk Assessments/Method Statements (each with a copy of the relevant SHE Form 14) • Existing Services Location Drawings • Construction / Sales Meetings • Noise Assessment Records (SHE Form 56) • Site Visitors Record (SHE Form 60) • Concrete Cube Register (SHE Form 61) • Hand Arm Vibration Records (SHE Form 76) • Fire Extinguisher Annual Service Certification • Electrical Test Inspection Certification – Welfare 12 Monthly • Electrical Test Inspection Certification – Silos 6 Monthly • Electrical Test Inspection – Portable Tools 12 Monthly • Considerate Constructors Reports • Permit to Pour (SHE Form 45) • Permit to Strike (SHE Form 46) • Permit to Enter Confined Spaces (SHE Form 48) • Electrical permit (SHE Form 65) • Working Platform Handover Record • Plant Service Records • Lifting Plan – Telehandler (SHE Form 28) • Lifting Plan – Mobile Cranes (SHE Form 38) • Crane Pre Commencement (SHE Form 39) • Method Statements for Directly Controlled Works (SHE Form 15) • Risk Assessments for Directly Controlled Works • COSHH Assessments (SHE Form 72) • Asbestos Monitoring Certificates/Reports		Site Manager

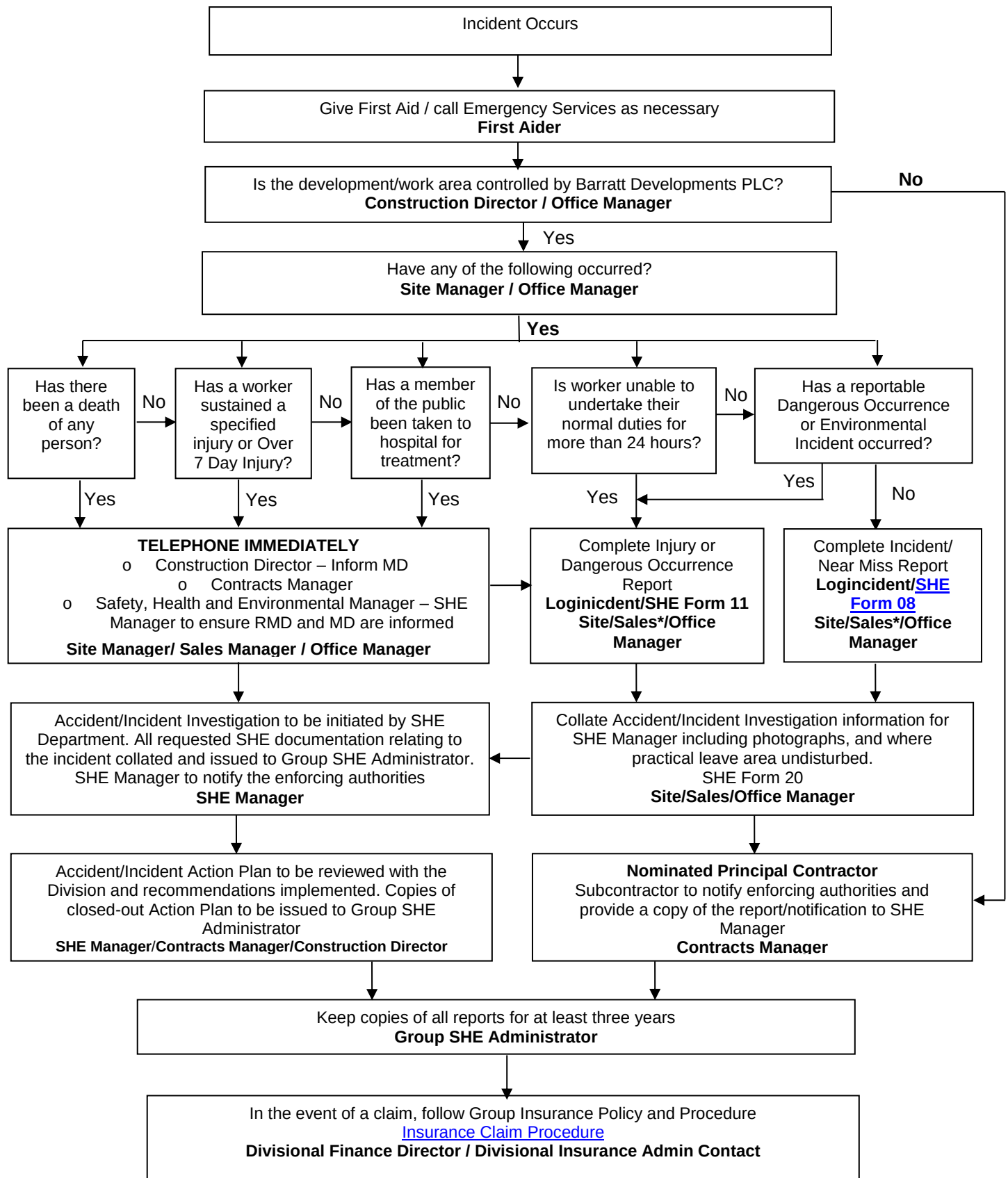
		Reference	Responsibility
12.2	Electronic SHE Forms will be archived via the Homebuilder Portal for a period of six years. All documents highlighted above need to be electronically stored as per the Group policy.		Construction/Project Director
12.3	All other forms/documentation can be shredded/disposed of when the development has been completed.		Construction/Project Director
13.0	Development Close Down Review		
13.1	Within 6 weeks of a development construction activity being completed, a closedown meeting must be undertaken involving all disciplines involved in the project.	QA Form 28	Managing Director r

BARRATT GROUP STANDARD (BGS) 05 ACCIDENT, INCIDENT & ENVIRONMENTAL REPORTING - December 2020

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC



* If an incident occurs where access to the Logincident App is not available, complete SHE Forms 08/11 via Docushare and email a copy to the Divisional SHE Manager who will forward to SHE Administrator.

1.0	Definitions - Types of Reportable Incidents (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations – RIDDOR)
1.1	The death of any person All deaths to employees/subcontractors and non-workers, with the exception of suicides, must be reported if they arise from a work-related accident, including an act of physical violence to an employee/subcontractor.
1.2	Specified injuries to workers • Fractures, other than to fingers, thumbs and toes • Amputation of an arm, hand, finger, thumb, leg, foot or toe • Any injury likely to lead to permanent loss of sight or reduction in sight in one or both eyes • Any crush injury to the head or torso, causing damage to the brain or internal organs • Any burn injury (including scalding) which: - o Covers more than 10% of the whole body's total surface area or - o Causes significant damage to the eyes, respiratory system or other vital organs • Any degree of scalping requiring hospital treatment • Any loss of consciousness caused by head injury or asphyxia • Any other injury arising from working in an enclosed space which: - o Leads to hypothermia or heat-induced illness - o Requires resuscitation or admittance to hospital for more than 24 hours
1.3	Over seven day incapacitation of a worker Injuries must be reported where they result in an employee or self-employed person being away from work, or unable to perform their normal work duties, for more than seven consecutive days as the result of their injury. This seven day period does not include the day of the accident, but does include weekends and rest days. The report must be made within 15 days of the accident.
1.4	Members of public Injuries to members of the public or others who are not at work must be reported if they result in an injury and the person is taken directly from the scene of the accident to hospital for treatment to that injury. Examinations and diagnostic tests do not constitute 'treatment'. Where a member of public is taken to hospital as a precaution, when no injury is apparent, this is not reportable.
1.5	Dangerous Occurrences The list below is not exhaustive but is the most commonly reportable dangerous occurrences: • Lifting machinery – failure, overturning • Pressure systems – failure of components/whole system • Overhead electric lines – contact or discharge from lines over 200 volts • Any electric short circuit – fire or explosion, 24 hour shutdown, potential for death • Biological agents – possibility of release and severe human illness • Breathing apparatus – failure immediately before/during use • Collapse of scaffold – over 5 metres high/adjacent to water • Collapse of building/structure – unintended collapse/partial collapse • Explosion or fire – stopping normal work for 24 hours or more • Escape of flammable substances – various from 10kg • Escape of substances – likely to cause death, major injury, ill health

2.0 **Environmental Incidents to be Reported**

- Damage or danger to the natural environment
- Pollution to water or land
- Poaching or illegal fishing
- Dead fish or fish gasping for air
- Watercourses blocked by a vehicle or fallen tree causing risk of flooding
- Flooding from main rivers or the sea
- Illegal dumping of hazardous waste or large amounts of industrial waste
- Illegal removals from watercourses
- Unusual changes in river flow
- Collapsed or badly damaged river or canal banks.

3.0 **Review of Incident/Accident Reports**

- 3.1 All incident records completed via the Logincident App will be submitted to the web portal and stored. A record of the incident will be automatically distributed by PDF to the 'Safety inbox' for the relevant Division (accessed by the Construction PA), to the Group SHE Administrator and to SHE Manager responsible for the Division. The SHE Manager will review the incident and review it with the site or Divisional team
- 3.2 Where manual forms are used (SHE Form 08 or 11) to record an incident, the form must be sent to the Divisional SHE Manager for review who will forward to the Group SHE Administrator
- 3.3 The SHE Manager will review during the site monitoring visits if any incidents have occurred and will consider the consequences of any incident and reporting process

4.0 **Notification of Reportable Incidents**

- 4.3 Where any incidents are deemed reportable under RIDDOR (see definitions above) the SHE Manager will advise the Divisional team.
- 4.4 If the incident involves a direct employee/labour only worker or if the Group are deemed 'in control of the premises' the notification will be undertaken by the Divisional SHE Manager.
- 4.5 If the incident involves an injury to an employee of a contractor, the employer they must notify the incident. If they cannot provide evidence that the report has been made or written confirmation that the incident was not reportable, the Divisional SHE Manager will carry out the notification

5.0 **Notification of COVID-19 Incidents**

- 5.1 All positive cases of COVID-19 involving employees, contractors that are working on our sites or in our premises or members of the public or others who have attended sales centres, must be reported via the Logincident App or SHE Form 111. SHE Form 111 to be sent to the Group SHE Administrator. Confirmation is to be provided on the outcome i.e. individual returned to work after self-isolating

6.0 **Accident / Incident Investigations**

- 6.1 The Divisional SHE Manager (or other appointed member of the SHE team) will be responsible for ensuring an investigation and report is completed for all reportable incidents and any incidents where a significant failure or near miss has occurred
- 6.2 The report will remain private and confidential and only distributed to the Group SHE Director for the purposes of obtaining legal advice

6.3	The report will consider the following but other relevant information may be required. Any learning which is established as a result of the incident will be clearly defined and an action plan developed • Where there is a serious occurrence on site and where practicable the incident / accident location must be left undisturbed • Retain the original documents. The SHE Manager must be the only person to receive a copy of the documents (colour where applicable) • Site Plan of incident location, photographs of incident/accident location and SHE Form 20 Witness Statement/s • Contractors risk assessments and method statement including SHE Form 14 Method Statement Review, SHE Form 73 Safe System of Work Index and operative briefing signature sheet, where applicable • Copy of Site Rules, SHE Form 88 Induction Records and CSCS / CPCS cards for those involved in the incident • Contractors Investigation Report, where applicable • Record if Hospital Attendance Sheet / Doctors Note • Barratt Developments PLC or Contractors HSE RIDDOR notification and injured persons Fit for Work Note • Three Contractors Safety Inspection Reports prior to incident for contractor/s involved in incident / accident • Three SHE Managers SHE Inspection Reports, three Site Managers SHE Form 29 Safety Tours and five days of SHE Form 16 Site Managers Diary - all prior to the incident. • Copy of Sub-Contract order for Contractor/s involved in the incident (page 1 and extract on health and safety only) • Copies of three SHE Briefings / Tool Box Talks prior to incident • Additional information may be requested by the Divisional SHE Manager as required
7.0	Review of Reportable Incidents
7.1	A review of all reportable incidents will be undertaken at the monthly Divisional Board Meeting and the details provided by the SHE Manager on SHE Form 13
7.2	Details of all reportable incidents will be provided to the Group SHE Administrator who will maintain a central record
7.3	A summary of the reportable injuries recorded each month will be provided to the Group Board in a report compiled by the Group SHE Director
8.0	Verification of Reportable Incidents
8.1	At the end of each financial year the reportable incidents per Division will be provided to the Divisional Managing Director and Divisional SHE Manager to provide verification that it is an accurate record, as far as they are aware, of the incidents that have occurred

8.2 The verification process will be managed by the Group SHE Administrator

9.0 Injury Incidence Rates

9.1 The Group collates data to calculate a reportable Injury Incidence Rate.

9.2 Reportable injuries are those as defined by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

9.3 All RIDDOR injuries are included in our statistical information where incidents occur in premises under our control, i.e. offices, sales centres, and where we are defined as Principal Contractor under the Construction (Design and Management) Regulations.

9.4 The average number of persons employed is calculated monthly and is defined as:

- The average number of people directly employed
- The average number of contractors and agency staff working on our sites. The following are not included in the average number of persons:
 - o Visitors to site
 - o Members of public
 - o Delivery drivers
 - o Operatives on site where we are not defined as Principal contractor (Client only sites)

9.5 The data for the average number of persons is collated by:

- Monthly return via Group Payroll on directly employed persons
- The number employed on our construction sites are recorded daily by site management (SHE Form 16)
- Data provided by Oregon Timber Systems

The calculation for Total Subcontractor hours is:

Subcontractors on weekdays¹ * 8 hours + Subcontractors on weekend days * 5 hours

¹ excludes bank holidays

The calculation for Average subcontractors in the month is:

Total Subcontractor hours / Working days¹ / 8 hours

¹ excludes bank holidays

The monthly average number of subcontractors are then analysed over the period to obtain an average. The total subcontractor hours are added to the average staff figures for the period (monthly figures obtained from HR), giving a Total Average Employed.

9.6 Injury Incidence Rate is calculated as follows:

Incidence Rate = $\frac{\text{RIDDOR Injuries}}{\text{Average persons employed}} \times 100,000$

Appendix 1

Logincident User Guide

Version	1.0
Author	J. Nugent
Date Created	16 th April 2020
Last Updated	16 th April 2020
Subject	Barratt Developments Logincident User Guide

Document Control

Date	Author	Version	Change Reference
16/04/2020	J. Nugent	1.0	First Draft
24/06/2020	J. Nugent	1.0.1	1.0.1
28/07/2020	J. Nugent	1.0.2	1.0.2 Notification Page
05/08/2020	J Nugent	1.0.3	1.0.3 New User Password Setup

Reviewers

Name	Position
Stewart Ponton	SHE Manager



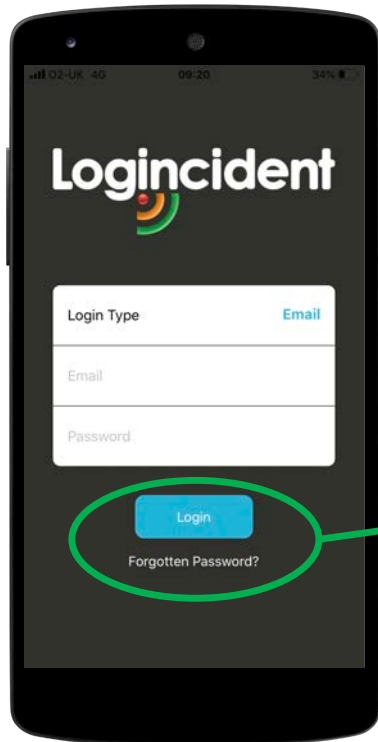
Distribution

Copy No	Name	Location

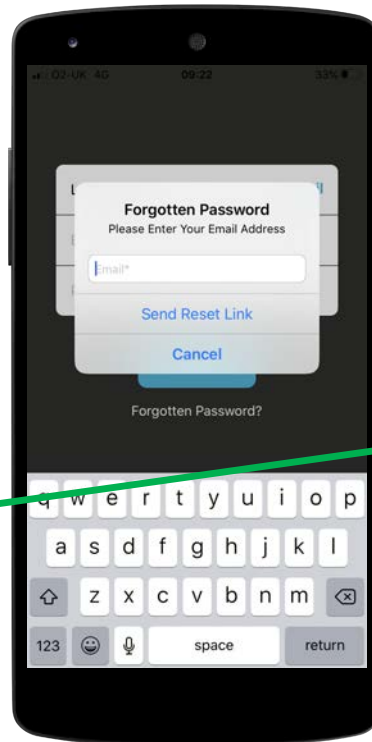


Getting Started

1



2



- Select the **Logincident** app icon



- Click the 'Forgotten Password?' link
- Enter you email into the popup and click 'Send Reset Link'
- You will receive an email allowing you to set your password



Getting Started

1

Hello,

You can reset your password here:

Reset Password

If you have received this in error, please ignore.

Service powered by Logincident.

2

New Password

Confirm Password

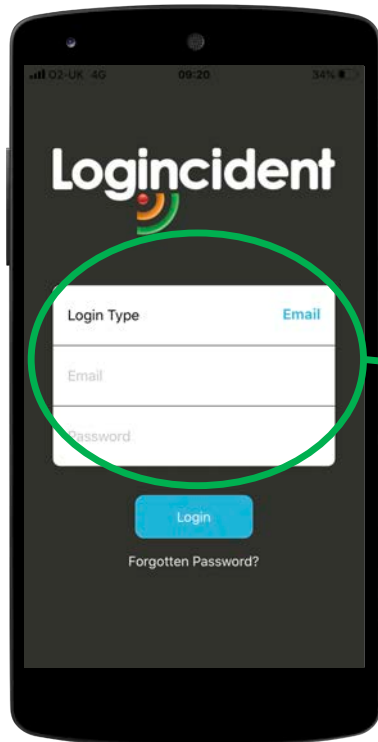
Reset Password

Service powered by Logincident.



Getting Started

1



2



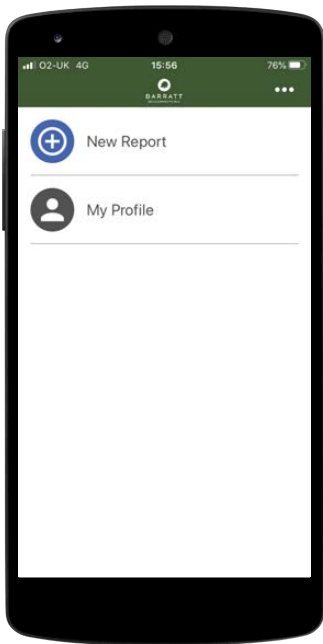
- Login to the mobile application using your email address and newly created password

You will only have to do this once

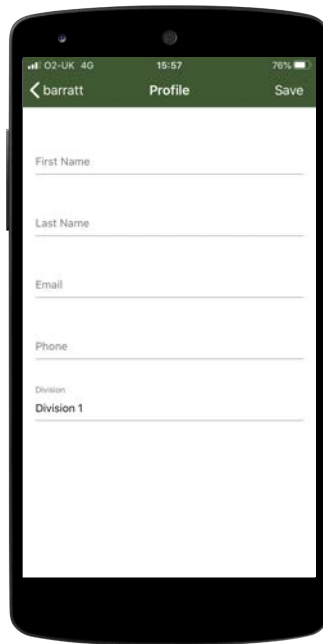


Set Up Your Profile

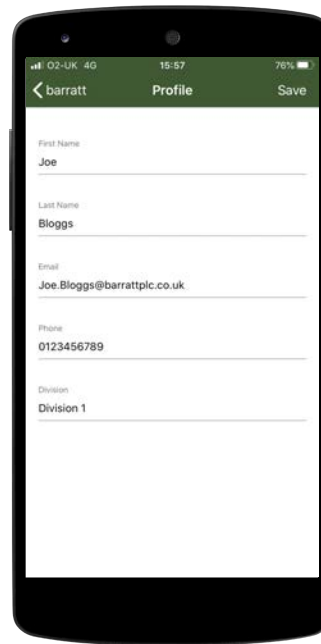
1



2



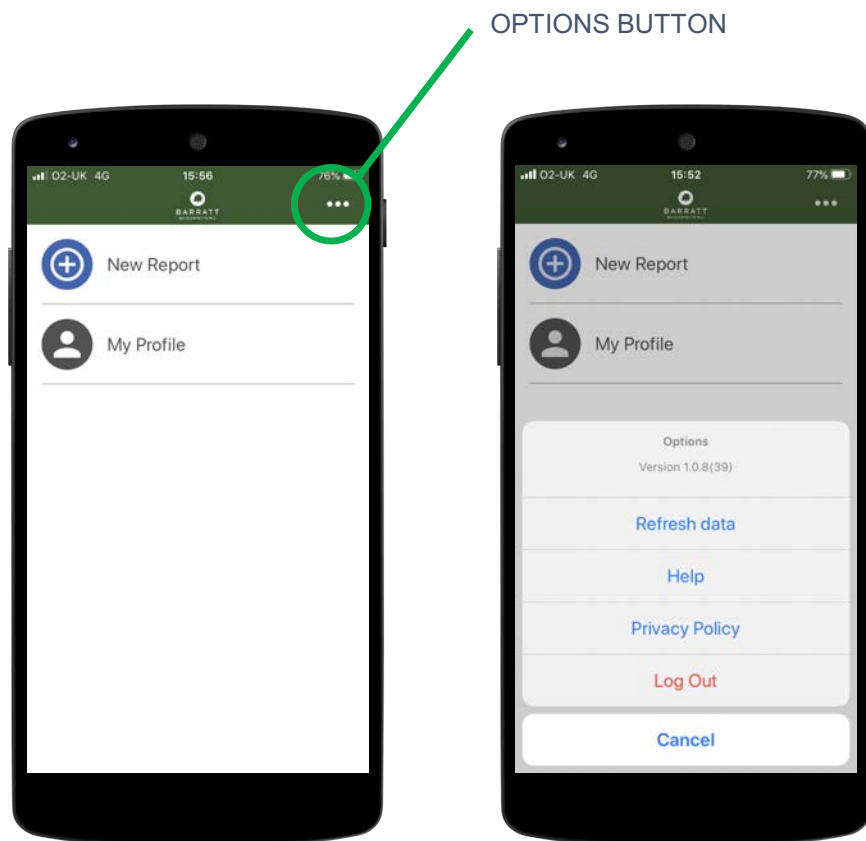
3



- Select - My Profile
- Your profile details will be automatically pre-populated
- Check details are correct
- Select – Save and then barratt to return to the main menu



Options

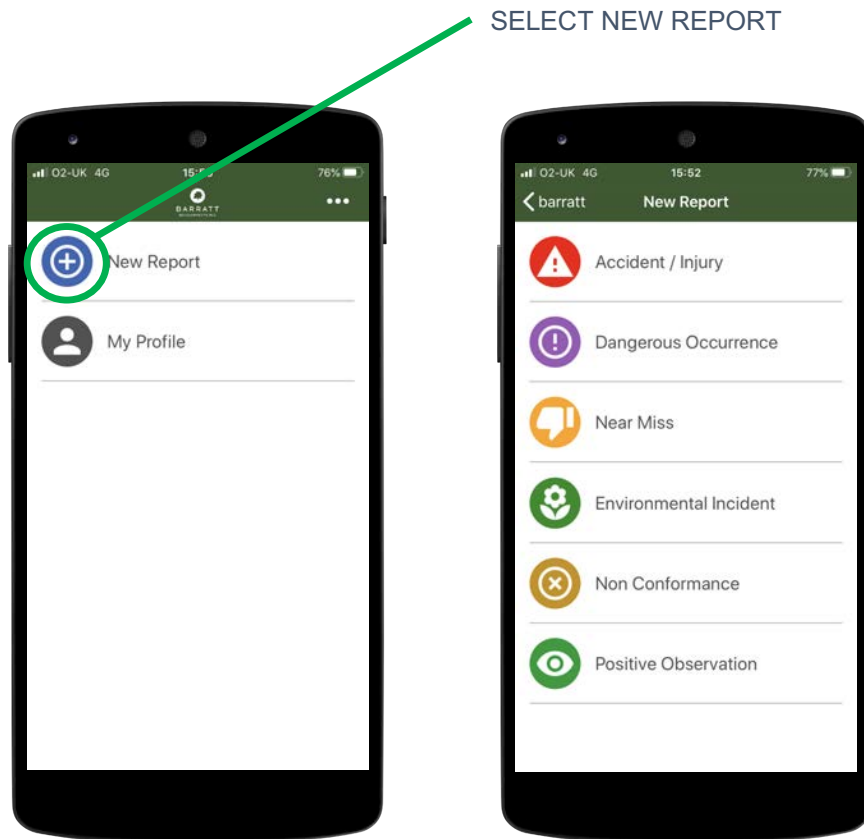


The Options Button

- Refresh Data – Reload data from database
- Help – Help Email or attach help documentation
- Privacy Policy – Link to policy documentation
- Log Out – Sign out and return to getting started screen



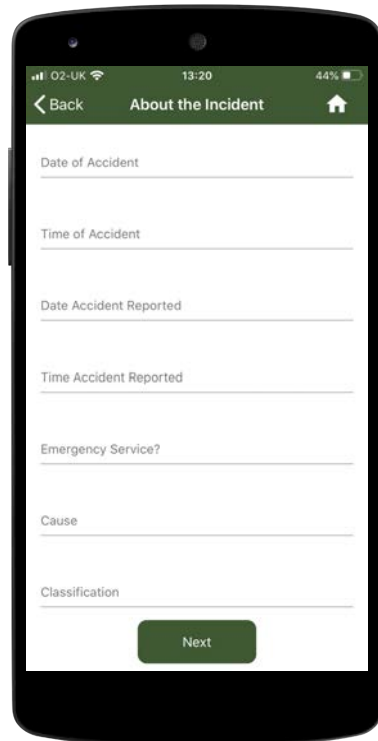
New Report



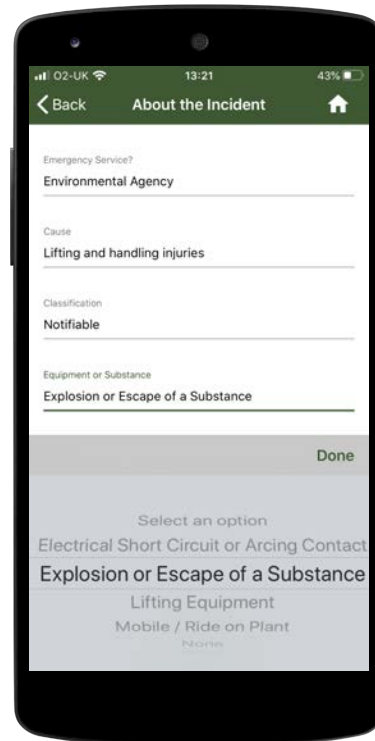
- Your Incident Types are shown here
- Select the type that you want to capture
- This will take you through the incident flow to completion



Incident Details



Mobile app screenshot of the 'About the Incident' form, page 1. The form includes input fields for Date of Accident, Time of Accident, Date Accident Reported, Time Accident Reported, Emergency Service?, Cause, and Classification. A 'Next' button is at the bottom.



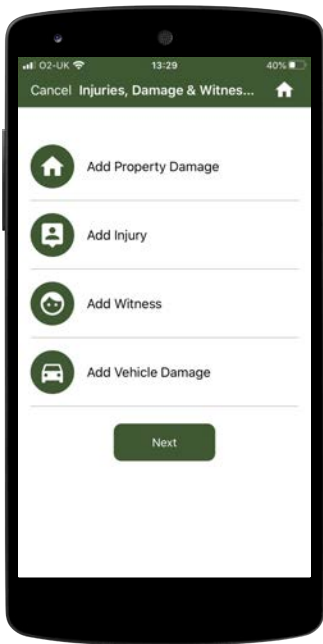
Mobile app screenshot of the 'About the Incident' form, page 2. The form includes input fields for Emergency Service?, Environmental Agency, Cause (with 'Lifting and handling injuries' selected), Classification (with 'Notifiable' selected), and Equipment or Substance (with 'Explosion or Escape of a Substance' selected). A 'Done' button is at the bottom right. A modal dialog is open with the title 'Select an option' and lists: 'Electrical Short Circuit or Arcing Contact', 'Explosion or Escape of a Substance', 'Lifting Equipment', 'Mobile / Ride on Plant', and 'None'.

- Each Incident flow has been created to capture a set of information relating to the type
- Sections can be free-text, menus, buttons or a combination
- Complete the sections and move pages by selecting Next
- Mandatory fields are marked with *

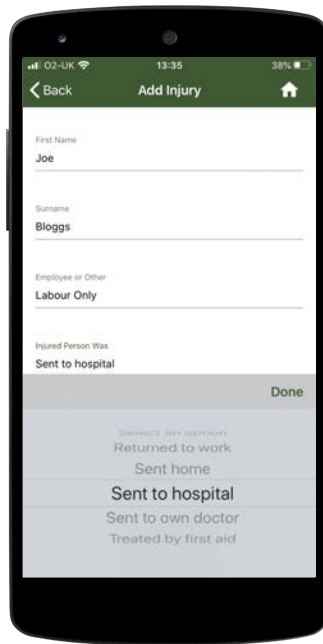


Add Injuries, Damage & Witnesses

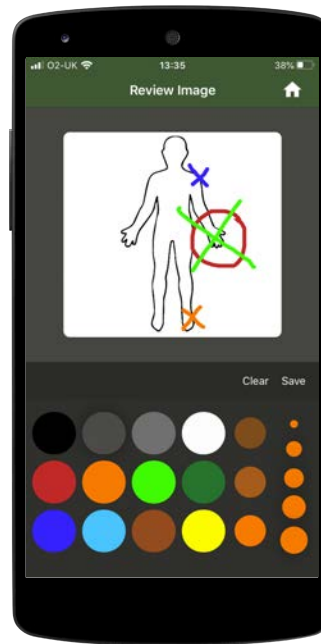
1



2



3

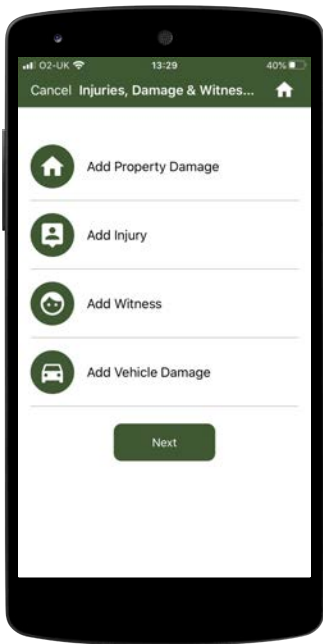


- To add an injury to an Accident / Injury
- Select 'Add Injury'
- Complete the list of options
- To annotate a schematic select Show Injury Area and draw on the screen
- When you are complete, select Save

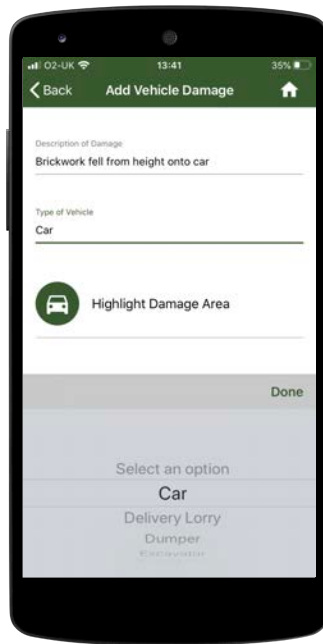


Add Injuries, Damage & Witnesses

1



2



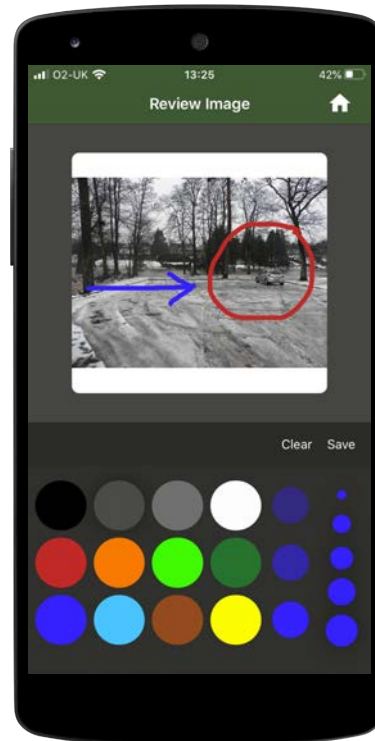
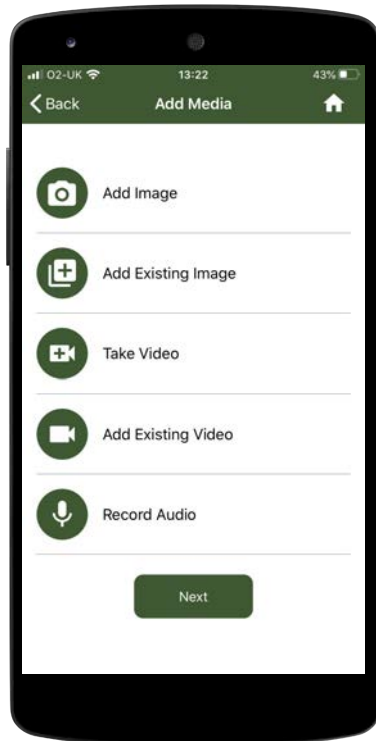
3



- To add an Vehicle damage Property Damage and witnesses to an Accident / Injury
- Select the relevant option in Screen 1
- Complete the list of options
- When you are complete, select Save



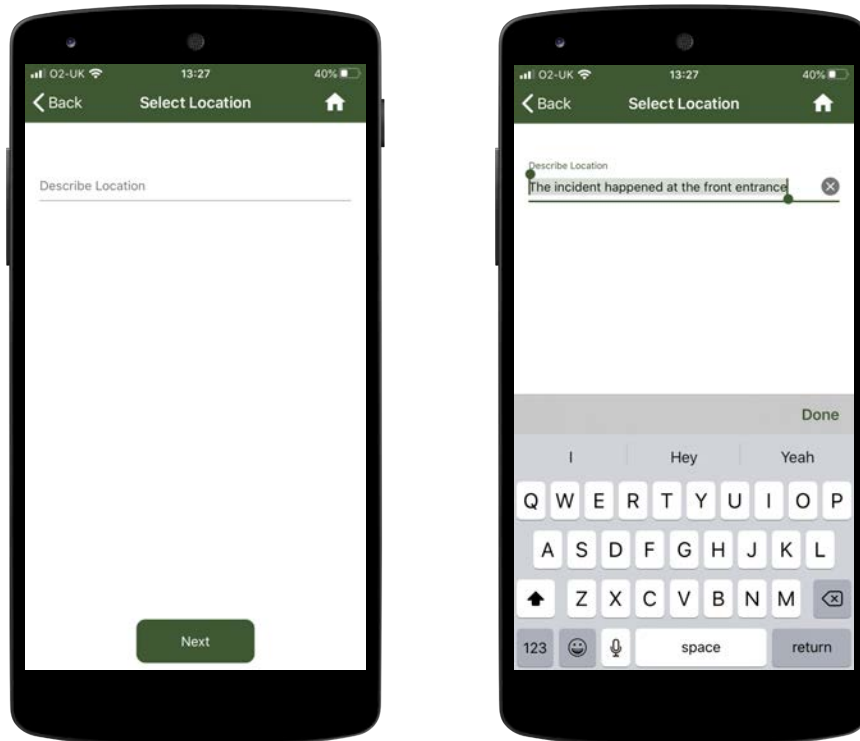
Add Media



- All types of media can be added to an incident
- Select the media type and follow the instructions
- Images can be annotated
- Once you have annotated the image remember to Save
- You will be notified that Media saved successfully
- Continue by selecting Next



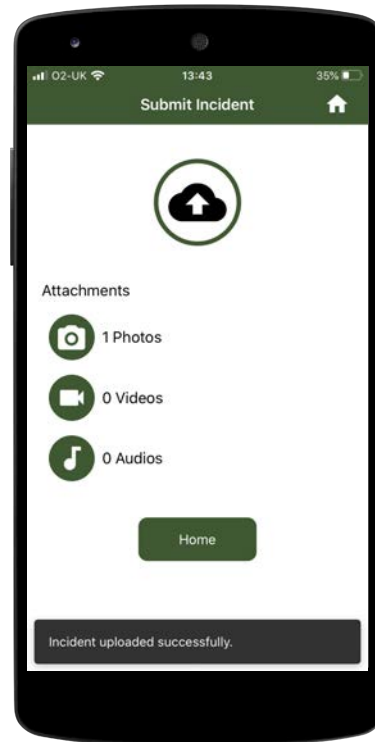
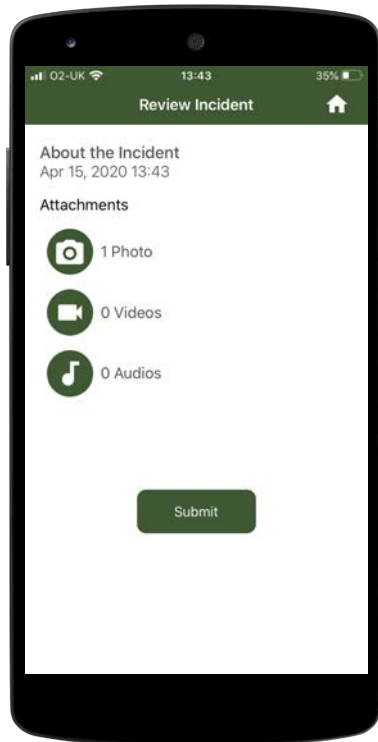
Select Location



- The site you are on is populated through your profile details
- On the Select Location page you have the ability to describe exactly where the incident has taken place within the site
- When you have completed any location description, please select Next



Review



- Once you have completed all information you can Review
- The review screen will show a description if applicable and any media attachments that you have added
- When you are happy, select Submit
- Once Submit has been pressed, the report will begin to upload
- Uploads will be shown when the circle is complete and you receive a notification to let you know it has been successful
- *Be aware that submissions with large media files may take time to upload*



E-mail Notification

Once you have completed your report the information is automatically sent from your device and will notify the relevant group & division recipients for each incident type:

- **Accident/Injury** – Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager
- **Dangerous Occurrence** – Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager
- **Near Miss** – Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager
- **Environmental Incident** – Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager
- **Non Conformance** – Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager, Person Completing The Report
- **Positive Observations** – Send to Divisional Safety Inbox, Group Safety Inbox, Divisional SHE Manager

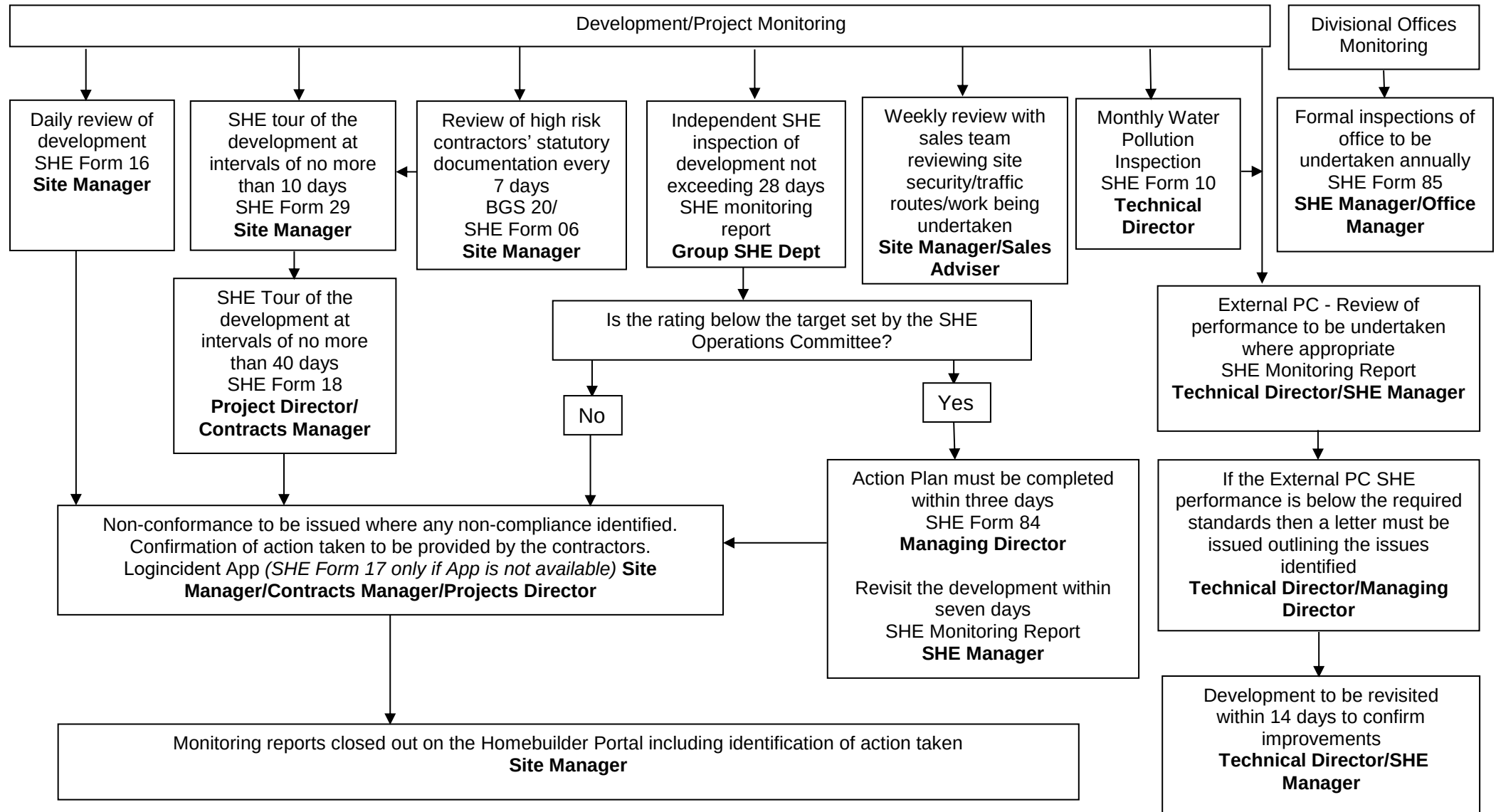


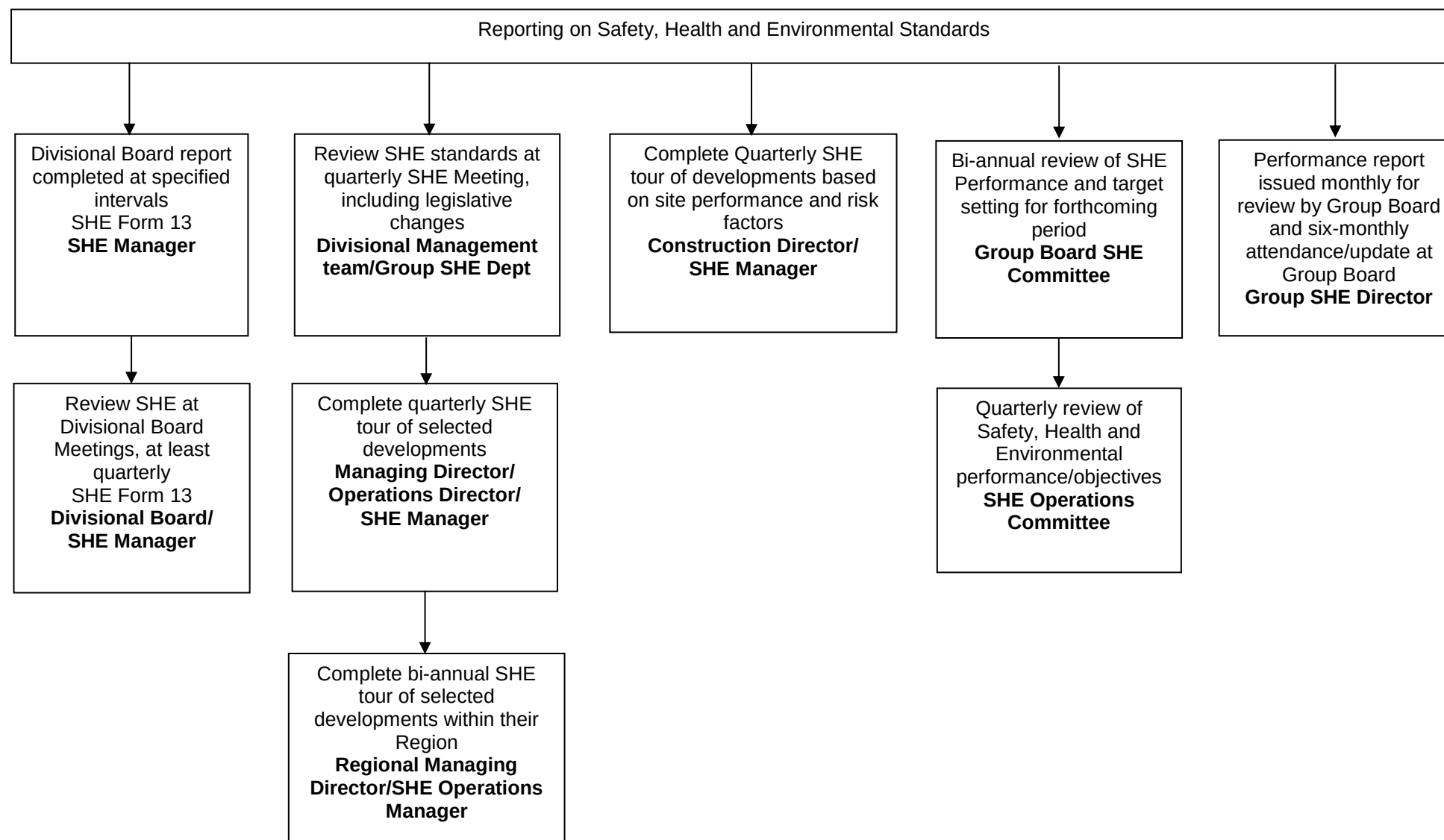
BARRATT GROUP STANDARD (BGS) 06 MONITORING, REPORTING & AUDITING OF SAFETY HEALTH & ENVIRONMENTAL STANDARDS - October 2020

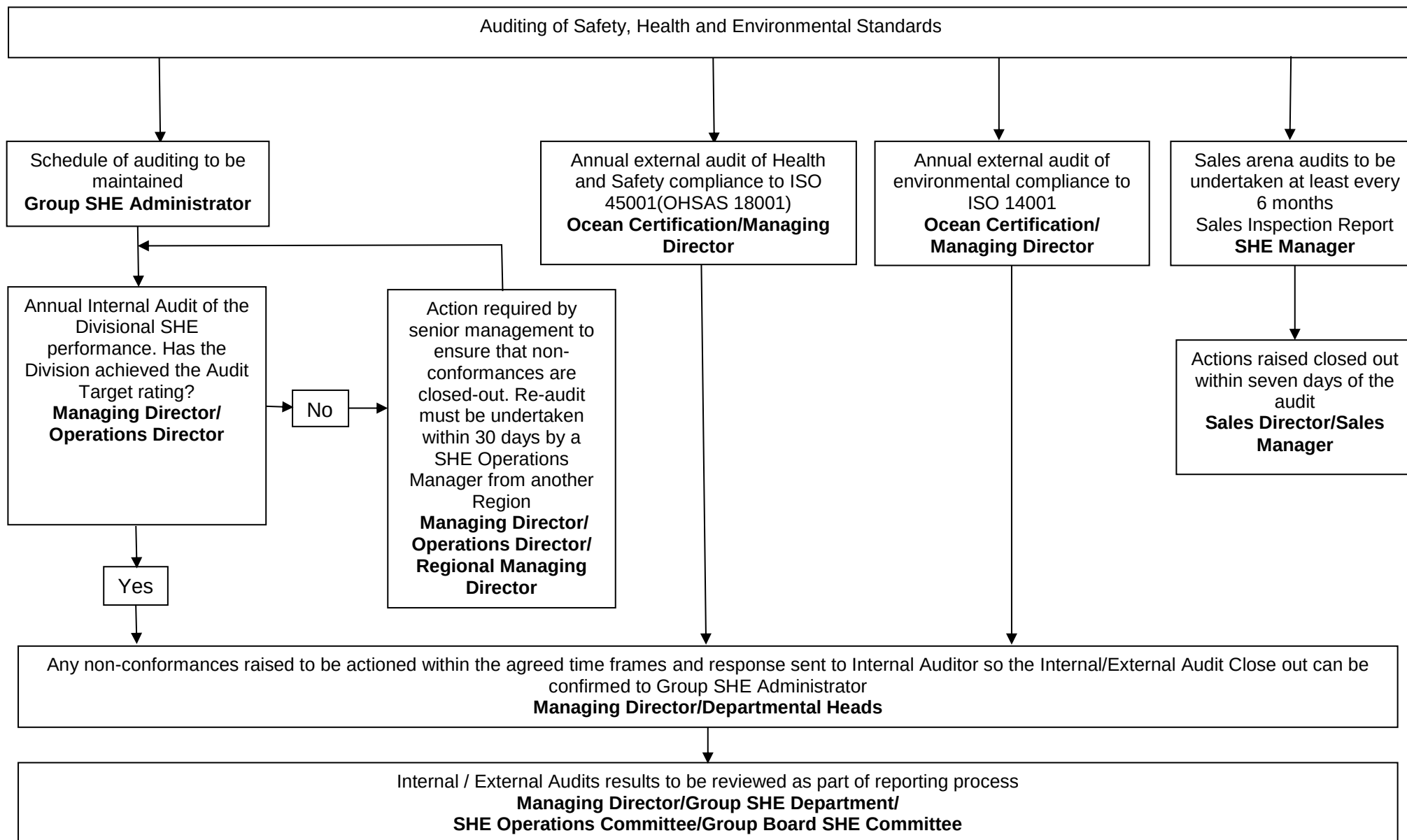
Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC





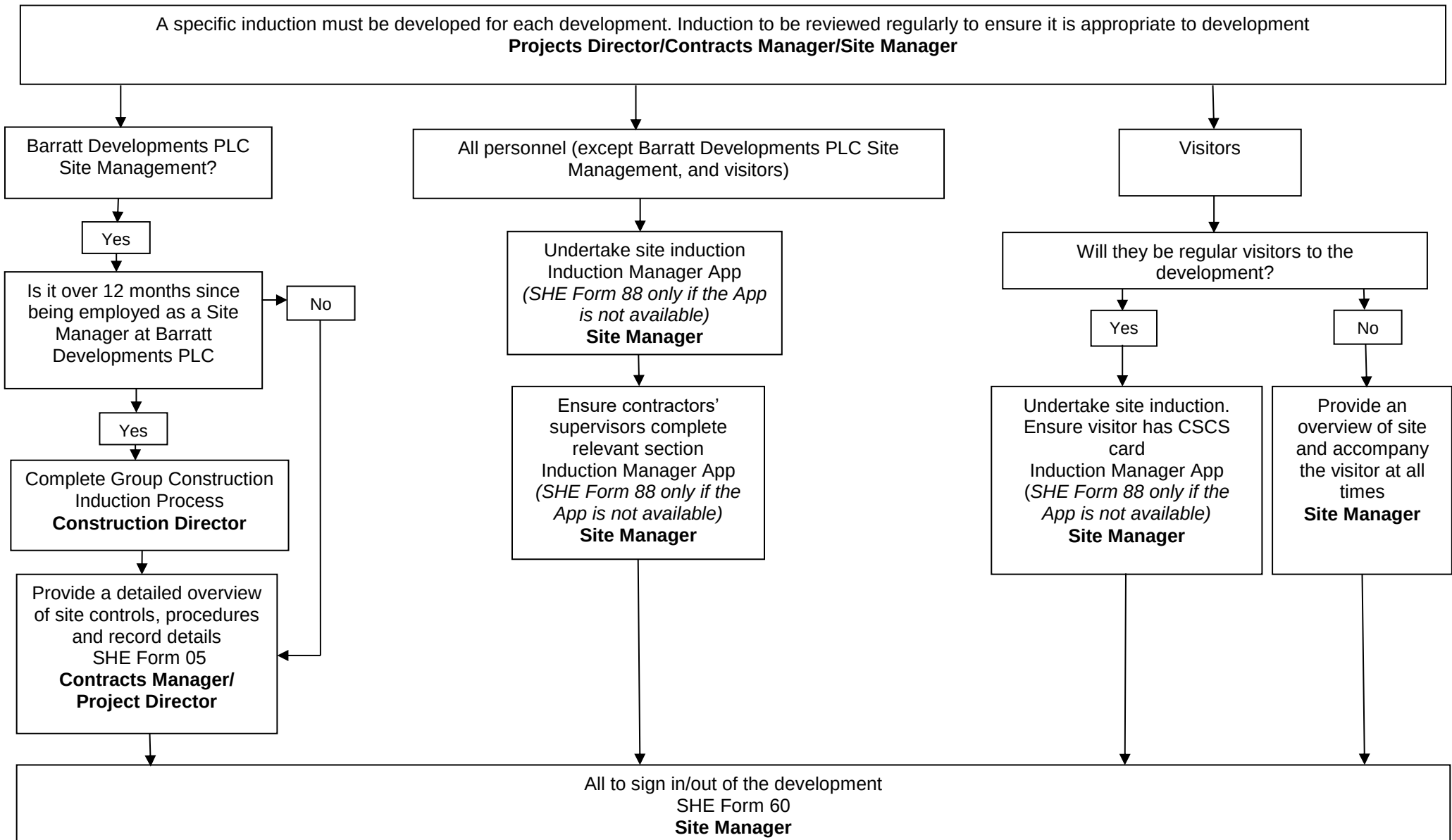


BARRATT GROUP STANDARD (BGS) 07 DEVELOPMENT INDUCTION AND SAFETY, HEALTH & ENVIRONMENTAL BRIEFINGS (SHEBs) - October 2020

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC



As a minimum, one SHE Briefing must be undertaken on a monthly basis. SHE Briefings must be relevant to the site activity/as requested by the SHE Department

Docushare

Project Manager/Contracts Manager/Site Manager

SHE Briefings must be completed for a SHE Alert or Incident Announcement

Project Manager/Contracts Manager/Site Manager



Record attendance
SHE Form 21

Project Manager/Site Manager

		Reference	Responsibility
1.0	Inductions		
1.1	All subcontractors must be instructed at the pre-commencement meeting that all their employees/ subcontractors must report to the Site Management to receive an induction prior to commencing any work. Waiting time will be at the subcontractor's cost.		Commercial Director
1.2	All subcontractors must be instructed at the pre-commencement meeting that all their supervisors must report to the Site Management so that Site Supervisors requirements can be explained.		Commercial Director
1.3	The subcontractor's supervisor must provide a copy of their supervisory qualification during the induction.		Site Manager
1.4	The only persons exempt from induction are non-regular visitors to site who are accompanied at all times by a member of the site team. All visitors must be provided with an overview of site rules, wear appropriate PPE and sign the visitor's book.		Site Manager
1.5	The induction must be site specific and aim to last no longer than 20 minutes depending on site conditions.	Induction Manager App	Site Manager
2.0	Guidance on Content for Inductions		
2.1	Competency		
2.2	Establish if workers have CSCS/CISRS cards and record details – explain current industry commitments.		
2.3	Inform all, that no one must operate plant unless they have a CPCS/NPORS card.		
3.0	Method Statements/Risk Assessments		
3.1	Ask if all understand and have access to a copy of their employers risk assessments/method statements. If they do not, induction cannot continue.		
3.2	All operatives to be formally briefed by their supervisor prior to attending and to issue a copy to Barratt Developments PLC.		
4.0	Identify key members of the site team		
4.1	Identify First Aider(s) etc.		
5.0	Scope of project		
5.1	Identify scope of project. Refer to 3D/artists impression picture if necessary. Provide overview of what is being constructed.		

		Reference	Responsibility
6.0	Contact details/Consultation		
6.1	Identify key people to consult on any matter on site. Provide contact details for the project.		
6.2	Provide details of consultation methods for the project.		
7.0	Reporting Procedures		
7.1	Identify procedure for reporting unsafe acts or injuries.		
8.0	Personal Protective Equipment		
8.1	Identify minimum PPE to be worn on the project and where and when it needs to be worn.		
9.0	Site Restrictions		
9.1	Identify site restrictions such as restricted areas/additional rules. Do not create a long list but make specific to the project and work in progress.		
10.0	Site Boundary/Access/Traffic Routes/Welfare Facilities		
10.1	Use site plan (minimum A3) on induction room wall to identify pedestrian routes, muster points, alarms and general site layout. Talk about expected standards.		
10.2	Review areas where specific permits are required.		
11.0	Environmental Issues		
11.1	Identify key environmental issues, including any wildlife preservation orders or Tree Preservation Orders.		
11.2	Review emergency arrangements including prevention of contamination.		
11.3	Identify any controls required for contaminated land.		
11.4	Discuss waste management plan including control and segregation of waste on site.		
11.5	Prevention of excessive noise, vibration and dust.		
11.6	Storage and control of materials.		
11.7	Over-pumping and any discharge consents etc.		
12.0	Project Safety Initiatives		
12.1	Brief operatives on the Five Steps to Safety initiative and issue briefing cards.		

		Reference	Responsibility
13.0	Site Supervisors induction – to be given to all in Supervisory roles		
13.1	Management of Site Safety		
13.2	Outline specific requirements of supervisors particularly the management of their own operatives and working environment.		
13.3	Must ensure all work is undertaken in accordance with specific method statement/risk assessment.		
14.0	Method Statements/Risk Assessments		
14.1	Outline how safety critical documentation is controlled and reviewed on site.		
14.2	Inform them that they must brief their operatives on the content of the method statements/risk assessments etc and evidence of briefing must be provided to the Site Manager.		
15.0	Permits to Work		
15.1	Review how permit systems work and their control. Use example of documentation.		
16.0	Project Safety Initiatives		
16.1	Review initiatives on site and how supervisors can help with their implementation.		
17.0	Site Supervisors Meetings		
17.1	Review meeting format and frequency.		
18.0	Mobile Phones	BGS 20	
18.1	Mobile phones can only be used within permitted locations on a development in accordance with the Construction Phase Safety, Health & Environmental Plan. They are absolutely prohibited where the high-risk activities listed below are being carried out. This list is not exhaustive and may be updated by the specific site management team.	SHE Form 05	Site Manager
	• Erecting/Dismantling Scaffold • Operating Plant/Machinery • Working in a Confined Space • Formwork Deck Leading Edge Works • Steel Erection • Lifting Operations • Banking vehicles • Dealing with flammable or hazardous substances		

Appendix 1

GDPR Policy Document – Induction Manager

ABOUT THIS DOCUMENT:

Schedule 1, Part 4 of the Data Protection Act 2018 makes provision for the establishment, content and maintenance of “appropriate policy documentation” where such documentation is required by a condition in Parts 1, 2 or 3.

This appropriate policy documentation must:

- explain how the controller complies with the data protection principles set out in Article 5 of the GDPR;
- explain the controller’s policies for the retention and erasure of personal data processed under the relevant condition; and
- be retained, reviewed and (if appropriate) updated by the controller and (if requested) made available to the Information Commissioner, until six months after the controller ceases carrying out the processing.

Where appropriate policy documentation is required, the controller’s records of processing activities (under Article 30 of the GDPR) must include:

- details of the relevant condition relied on;
- how processing satisfies Article 6 of the GDPR (lawfulness of processing); and
- details of whether the personal data is retained and erased in accordance with the appropriate policy documentation (and if not the reasons why not).

This document is based on a model made available by the ICO as at May 2020.

Construction Skills and Certification Skills Scheme (CSCS)

PART 1 – DESCRIPTION OF DATA PROCESSED

Give a brief description of each category of special category data processed. You may wish to refer to your Article 30 record of processing for that particular data:

CSCS cards provide proof that individuals working on construction sites have the appropriate training and qualifications for the job they do on site (“the Card Scheme”). By ensuring a workforce is appropriately qualified the Card Scheme plays its part in improving standards and safety on UK construction sites. We will use personal information which we collect relating to individuals participation in the Card Scheme for managing our responsibilities in respect of site health and safety, and ensuring that contractors comply with appropriate Group policies. As a part of the Card Scheme we may collect special category personal data relating to medical conditions that might affect individuals’ health and safety on site.

Further details of how we intend to use the personal data and the reasons for such use are set out in our Privacy Notice which can be found here:

<https://www.barrattcommercialsupport.co.uk/privacy-notice>

PART 2 – SCHEDULE 1 CONDITION FOR PROCESSING

Give the name and paragraph number of your relevant Schedule 1 condition(s) for processing. Alternatively, you may wish to provide a link to your privacy policy, your record of processing or any other relevant documentation:

Please see the link below to the applicable Privacy Notice:

<https://www.barrattcommercialsupport.co.uk/privacy-notice>

PART 3 – PROCESURES FOR ENSURING COMPLIANCE WITH THE PRINCIPLES

You need to explain, in brief and with reference to the conditions relied upon, how your procedures ensure your compliance with the principles below.

This helps you meet your accountability obligations. You have a responsibility to demonstrate that your policies and procedures ensure your compliance with the wider requirements of the GDPR and in particular the principles. The sensitivity of special category data means the technical and organisational measures you have in place to protect such data are crucially important.

Questions may be answered with a link or reference to other documentation, to policies and procedures, Data Protection Impact Assessments (DPIAs) or to privacy notices.

Principles

Accountability principle

- i. Do we maintain appropriate documentation of our processing activities? Yes
- ii. Do we have appropriate data protection policies? Yes, these are contained on our intranet.
- iii. Do we carry out data protection impact assessments (DPIA) for uses of personal data that are likely to result in high risk to individuals' interests? Yes, these are held on surecloud.

Principle (a): lawfulness, fairness and transparency

- i. Have we identified an appropriate lawful basis for processing and a further Schedule 1 condition for processing special category data? Yes, legitimate interests on the basis of health and safety.
- ii. Do we make appropriate privacy information available with respect to the special category data? Yes, this is contained within our privacy notice.
- iii. Are we open and honest when we collect the special category data and do we ensure we do not deceive or mislead people about its use? Yes, the employees/ contractors are required to view and read the privacy notice prior to completing the questionnaire.

	Yes: see the link below to the Privacy Notice applicable to the Card Scheme: https://www.barrattcommercialsupport.co.uk/privacy-notice
Principle (b): purpose limitation	i. Have we clearly identified our purpose(s) for processing the special category data? ii. Have we included appropriate details of these purposes in our privacy information for individuals? i and ii: Yes: see the link below to the Privacy Policy applicable to the Card Scheme: https://www.barrattcommercialsupport.co.uk/privacy-notice iii. If we plan to use personal data for a new purpose (other than a legal obligation or function set out in law), do we check that this is compatible with our original purpose or get specific consent for the new purpose? Yes we would review this if the purpose for the information was to change.
Principle (c): data minimisation	i. Are we satisfied that we only collect special category personal data we actually need for our specified purposes? Yes. This information is only used to determine compliance with health and safety on our sites and developments. ii. Are we satisfied that we have sufficient special category data to properly fulfil those purposes? Yes. iii. Do we periodically review this particular special category data, and delete anything we don't need? Yes, the system will removed records after 6 years of inactivity.
Principle (d): accuracy	i. Do we have appropriate processes in place to check the accuracy of the special category data we collect, and do we record the source of that data? The special category data is completed by the individual providing that information. We do not verify the source or the accuracy. ii. Do we have a process in place to identify when we need to keep the special category data updated to properly fulfil our purpose, and do we update it as necessary? We can only update the information if the individual notifies us of any changes. iii. Do we have a policy or set of procedures which outline how we keep records of mistakes and opinions, how we deal with challenges to the accuracy of data and how we ensure compliance with the individual's right to rectification? If any of the information contained within the questionnaire requires amending, the questionnaire can be completed again. The individual must contact the CSCS card providers to update any information we hold which has resulted from them.
Principle (e): storage limitation	i. Do we carefully consider how long we keep the special category data and can we justify this amount of time? Yes ii. Do we regularly review our information and erase or anonymise this special category data when we no longer need it? Yes

	iii. Have we clearly identified any special category data that we need to keep for public interest archiving, scientific or historical research, or statistical purposes? N/A
Principle (f): integrity and confidentiality (security)	i. Do we carefully consider how long we keep the special category data and can we justify this amount of time? Yes ii. Do we regularly review our information and erase or anonymise this special category data when we no longer need it? Yes iii. Have we clearly identified any special category data that we need to keep for public interest archiving, scientific or historical research, or statistical purposes? N/A

PART 4 – RETENTION OF ERASURE POLICIES

You need to explain your retention and erasure policies with respect to each category of special category data (this could include a link to your retention policy if you have one). You need to explicitly indicate how long you are likely to retain each specific category of special category data.

The question we ask in the induction form of our employees/ contractors and suppliers is:

Do you have any medical conditions that may affect yours or other health and safety whilst working on site. If 'Yes' please review the individuals risk assessment to consider control measure required.

- a. Heart Condition
- b. Epilepsy
- c. Asthma
- d. Other medical conditions or health risk

Not willing to disclose.

The system will remove records in relation to the special categories of data after 6 years of inactivity.

Signed:

Role:

Date:

Review date:

BARRATT GROUP STANDARD (BGS) 27 TREES, PLANTS AND ANIMALS - July 2019

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	Trees and Plants		
1.1	A survey of the requirements for protected plants must be undertaken as part of the land feasibility review and included in the SHE Information Pack. This will include a tree constraints plan identifying the position of protective fencing and its construction, a schedule of remedial tree surgery and the position of structures in relation to the trees.	SHE Form 01 SHE Form 04	Technical Director
1.2	Information must be provided on any plants listed in Schedule 9 of the Wildlife and Countryside Act, which are protected from unauthorised and intentional picking, uprooting and destruction.	SHE Form 01 SHE Form 04	Technical Director
1.3	Relevant information about protected trees and plants must be communicated to the site team at the pre-commencement meeting.	SHE Form 02 BGS 01	Technical Director
1.4	The protection required for protected trees and plants during construction must be detailed in the Construction Phase Safety, Health & Environmental Plan and be monitored by Site Management and SHE Team.	SHE Form 05 SHE Form 29 SHE Form 18	Contracts Manager
1.5	All protection measures must be included in the site specific rules for the developments and relayed to all operatives at induction.	SHE Form 05 BGS 07	Site Manager
1.6	All tree works must be undertaken by a qualified arboriculture contractor and undertaken in accordance with BS 3998 'Recommendations for tree work'.	BGS 03	Technical Director
1.7	When excavating under and around the canopy of trees or hedges (in a Precautionary Zone illustrated in Diagrams 1 and 2), control measures must be taken to avoid damage to roots, unless the tree is to be removed.		Site Manager
1.8	Trees must be protected in accordance with BS 5837 – 'Trees in relation to construction'. The minimum distance that protection should be provided is detailed in Diagram 3.		Site Manager
1.9	Protective barriers provided must be suitable to prevent damage to the trees and their roots. The minimum standard is 1.2m high fence constructed using chain link, weld mesh or chestnut pale. Fencing must be fastened to upright posts at max 3m centres. Fencing height may need to be increased to 2.2m if the trees are well established and require more substantial protection due to the scope of the works.		Site Manager
1.10	The storage of chemicals, diesel or oils must not take place within 5m of any protected zone.		Site Manager

		Reference	Responsibility
1.11	Signs must be erected on the protective barriers which state; Tree Protection Zone	Construction Signage Brochure GS 59	Site Manager
1.12	Where the need for ground protection is identified, the following protection measures must be considered; ▪ For pedestrian access, ground protection with scaffold boards laid butt jointed on a 50mm cushioning layer of bark or single size gravel, spread on a top of porous geotextile membrane. ▪ Access haul roads or close construction involving heavy loads will require a reinforced concrete slab or proprietary cellular confinement system laid on a geotextile membrane. ▪ Both must be removed and root zone enhancement undertaken by a qualified arboriculturist on completion of the works.		
1.13	Trees must not be damaged or removed unless necessary for the construction and assurance has been obtained from the Development / Technical Manager that they are not protected by Tree Preservation Orders.		Site Manager
1.14	Hedgerows must not be removed, unless absolutely necessary for the scheme, and assurance has been obtained from the Development/Technical Manager that it is not protected under the Hedgerows Regulations.		Site Manager
1.15	If any member of staff or a contractor suspects they are working in a protected area or near endangered species and this has not been identified, they must report this immediately to the Site Manager and avoid taking any action that may damage the area. All damage must be reported so remedial action can be taken.		Site Manager

Diagram 1: Precautionary zone around a tree

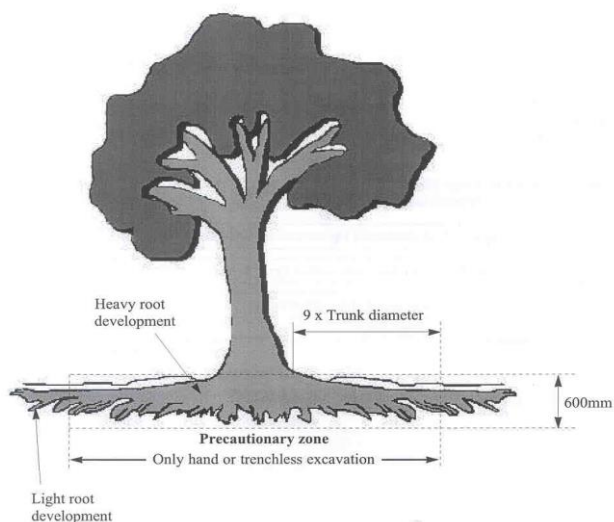


Diagram 2: Precautionary Zone around a hedge (1m from edge)

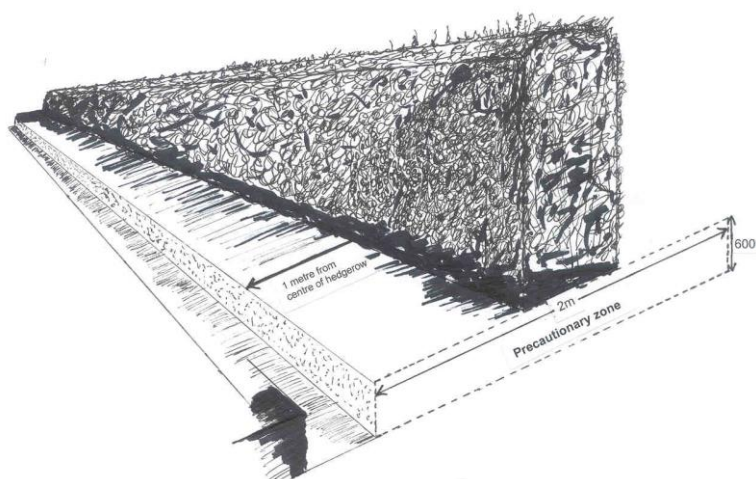
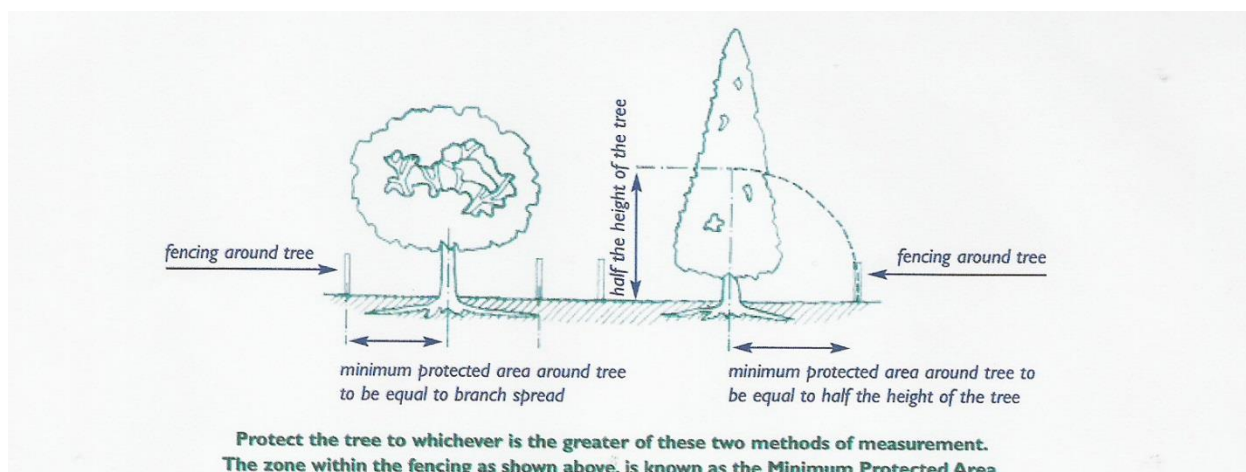


Diagram 3 – Minimum Protected Area for trees



		Reference	Responsibility
2.0	Animals		
2.1	An evaluation of protected animals or endangered species must be undertaken as part of the land feasibility review and included in the SHE information pack.	SHE Form 01 SHE Form 04	Technical Director
2.2	Relevant information about protected animals/species must be communicated to the site team at the pre-commencement meeting.	SHE Form 02 BGS 01	Technical Director
2.3	The protection required for protected wildlife must be detailed in the CPSHEP and monitored by Site Management and SHE Team.	SHE Form 05 SHE Form 29 SHE Form 18	Contracts Manager / Site Manager
2.4	All protection measures must be included in the site specific rules for the developments and relayed to all operatives at induction.	BGS 07	Site Manager
2.5	If any member of staff or a contractor suspects they are working in a protected area or near endangered species and this has not been identified, they must report this immediately to the Site Manager		Site Manager
2.6	Protected animals include the following: Bats are commonly found in old barns, underground structures and industrial buildings. The law protects bats and their roost sites whether or not bats are present at the time. Nesting Birds – It is illegal to damage the nests of wild birds whilst in use. Otters/Water Voles – Where developments are undertaken close to river/streams and waterways, the habitat and welfare of these animals must be protected. Badgers - Their habitat and foraging territory must be protected. Slow worms – a legless lizard frequently found under rubble or made up ground. These worms are protected along with other native reptiles from being killed or injured. The main problem is that a reptile survey can only be conducted in the summer months and can take several weeks. Great crested newts – these spend their lives occupying suitable habitats within 200-500 metres of their breeding pool. Any development near ponds will require a survey to establish potential newts and these zones will need to be protected with a suitable fence.	Great crested newt mitigation guidelines issued by Natural England	

BARRATT GROUP STANDARD (BGS) 28 CHEMICAL STORAGE, DISCHARGE AND SPILLAGE - October 2020

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	Oils and Chemicals must have a designated storage area. These areas shall be: - Identified on the site Traffic Management Plan - Clearly identified with appropriate signage	Form SHE 05	Contracts Manager
2.0	Static Oil Storage Containers Oil must be stored in either an integrally bunded tank or a double skinned tank, see below: - Stored in an 'integrally bunded tank' which has a primary container manufactured with an integral secondary containment that can hold a minimum of 110% of the volume of fuel in the inner tank. Any ancillary equipment used to re-fuel must be stored within the secondary containment. These tanks must be fitted with an overfill prevention device and secondary containment sensors that detect if fuel has collected in the bund from an incorrect delivery, overfill or inner tank problem. - Stored in a 'double skinned tank'. These tanks have two layers of steel or plastic with a small space between them, which would normally not have the capacity to contain 110% of the fuel the tank can hold - If a double skinned tank is used, it will not be compliant unless it is installed in a constructed secondary containment system capable of containing the content of the tank. Any ancillary equipment is usually positioned outside the second skin and therefore locking of the supply is essential. - Must be positioned so that they are not vulnerable to impact from vehicles. - Tanks must not be positioned within 10 metres of any direct pathways to watercourses such as surface water drains or land drains. - Valves and other ancillary equipment must be locked and kept within the bund when not in use. - Hoses and fittings for filling vehicles etc. must have an automatic valve or tap which closes automatically when not in use. This must not be able to be fixed in the open position. - All rainwater accumulating in the bund must be removed. This waste will need to be treated as hazardous if contaminated with oil.		Site Manager

		Reference	Responsibility
3.0	Mobile Bowsers Must conform to the following; • Where possible be stored in 'integrally bunded tanks' which have a primary container manufactured with an integral secondary containment that can hold a minimum of 110% of the volume of fuel in the inner tank. Ancillary equipment will also be positioned within the secondary containment. These tanks must be fitted with an overfill prevention device and where possible, secondary containment sensors that detect if fuel has collected in the bund from an incorrect delivery, overfill or inner tank problem. • Drip trays must be provided to contain any leak/spills during refuelling. • Must be positioned so that they are not vulnerable to impact from vehicles. • Must not be positioned within 10 metres of any watercourse. • Valves and other ancillary equipment must locked and be kept within the Bowser when not in use. • Hoses and fittings for filling vehicles etc. must have an automatic valve or tap which closes automatically when not in use. This must not be able to be fixed in the open position. • All rainwater accumulating in the Bowser/Drip tray must be removed. This waste will need to be treated as hazardous if contaminated with oil.		Site Manager
4.0	Security		
4.1	Storage areas must be designed/located to prevent unauthorised interference and vandalism.		Site Manager
5.0	Dealing with Spills		
5.1	A spill kits must be available on site which is capable of containing any oil contamination. The following spill kit capacities must be provided: • For static tanks located in compounds or other semi- permanent locations a tank with capacity of 1000 litres to 2000 litres a spill kit capacity of 340 litres shall be provided.	SHE Form 05	Site Manager

		Reference	Responsibility
	- For static tanks located in compounds or other semi-permanent locations a tank with capacity of >2000 litres to 3000 litres a spill kit capacity of 600 litres shall be provided. - For static tanks located in compounds or other semi-permanent locations a tank with capacity of >3000 litres the SHE Manager must be notified to advise of the spill kit requirements. - For mobile tanks, located around the development up to 2000 litres capacity a 120 litres spill kit must be provided and within the kit a “Dammit” or other suitable paste must be provided for plugging potential holes in the tank and restricting fluid loss. - Where the development is at the execution stage and full compound facility is lost, then 340 litres & 600 litres spill kits can be replaced with 120 litres kits with plugging paste. - Used spill kits must be disposed as hazardous waste. Do not hose down any spillages.		
5.2	The location of the spill kit must be clearly identified on the Traffic Management Plan and the controls for spills detailed in the Construction Phase Safety, Health & Environmental Plan.	SHE Form 05	Site Manager
5.3	Where any discharge has occurred action must be taken to minimise contamination of watercourses etc.		Site Manager
6.0	Prevention of contamination of rivers and streams		
6.1	All rivers and streams adjacent to the development must be protected from sediment run-off from the site. This may involve taking the following precautions; - Excavations Where possible prevent water from entering excavations. Use cut-off ditches to prevent entry of surface water and well point dewatering or cut-off walls for ground water. Use the corner of the excavation as a pump sump and avoid disturbing that corner. Do not allow personnel or plant to disturb water in the excavation. - Exposed ground and stockpiles Minimise the amount of exposed ground and stockpiles. Stockpiles can be seeded or covered and silt fences constructed from a suitable geotextile may be useful.		Site Manager

		Reference	Responsibility
	- Plant and wheel washing Wheel washes and plant washing facilities should be securely constructed with no overflow and the effluent should be contained for proper treatment and disposal. - Site roads These must be regularly brushed or scraped and kept free from dust and mud deposits. In dry weather dust suppression measures will be required. - Silty water Always ensure that adequate provision for dealing with silty water is included in the site Construction Phase Safety, Health and Environmental Plan. All discharges off the site will require approval. Discharges to streams, watercourses or soakaways must have the approval of the Environment Agency, which must be obtained in advance (a discharge consent can take up to four months to obtain, or even longer for difficult cases). Suitable treatment will be required, which must involve the use of a settlement lagoon/tank or a grassed area.		
7.0	Monitoring		
7.1	All controls must be monitored and observations recorded	BGS 06/ SHE Form 29/10	Technical Director/Site Manager
8.0	Storage and use of other chemicals (Quantities less than 200L)		
8.1	The chemical products to be utilised on site must be detailed in the Construction Phase Safety, Health & Environmental Plan and their storage and use reviewed via an appropriate assessment.	SHE Form 05 BGS 10	Site Manager
8.2	All chemical products must be stored in a lockable container to prevent authorised discharge and use.		Site Manager
9.0	Storage of Flammable Liquids and LPG		
9.1	Containers of Flammable liquids and LPG cylinders must be stored in suitable cages in open compounds which are securely fenced and shaded from the sun.		Site Manager
9.2	Flammable liquids and LPG must not be stored together		Site Manager
9.3	Where the storage of flammable liquids or LPG is necessary the quantity stored, must be kept to a minimum based on assessment and the facilities for storage.		Site Manager
9.4	They must be stored at least 10 metres from the structure or temporary buildings. They can only be stored closer if the walls of any structure or temporary building is 30mins fire resistant.		Site Manager

		Reference	Responsibility
9.5	Storage areas must be appropriately signed.	Construction Signage Brochure GS8	Site Manager
10.0	Rebated (Red) Diesel		
10.1	Red diesel is the common name for rebated fuel used for plant and generators on site and can be rarely used by vehicles using public highways. In comparison to regular 'white' diesel used in road cars, the tax charged on this fuel is much lower. The fuel is dyed red to prevent general use and provide easy identification for authorities to establish illegal use.		
10.2	Any storage vessel provided on site must be secured at all times when not refuelling authorised site plant and the discharge of fuel into plant controlled by a nominated person. The discharge nozzle must be secured with an appropriate padlock and the keys controlled by the nominated person. Under no circumstances should red diesel be used for private/company cars or other non-exempted vehicles and there are significant penalties if the fuel is detected, including seizing and crushing of the vehicle.		
11.0	Training		
11.1	Training for employees must be in accordance with the Group SHE Training Matrix.	Docushare	Construction Director

BARRATT GROUP STANDARD (BGS) 29 WASTE MANAGEMENT - July 2019

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	Introduction		
1.1	This Barratt Group Standard details the Waste Management policy and procedures. The policy and procedures reflects the company's commitment to waste management as part of our overall Environmental policy.		Managing Director/ Operations Director
1.2	We are committed to improving resource efficiency by reducing material use and waste generated from our activities. Our aim is to reduce the life cycle impact of materials and wastes, and reduce emissions that may contribute to climate change.		
1.3	Our approach to overall resource management is based on the following hierarchy: • Prevention or minimisation of waste through the design process • Use of materials efficiently to reduce waste • Implementation of robust waste management practices on all our sites and offices • Maximisation of on-site recovery (reuse, recycling or treatment) • Minimisation of disposal of waste to landfill • Segregate waste streams in order to enable materials to be recycled or reused • Regularly collecting data and monitoring our performance using Key Performance Indicators.		
1.4	In addition, we are committed to raising awareness of resource efficiency and waste management across the Group and with our supply chain. This will include training and information to employees, contractors and suppliers on waste minimisation opportunities and resource efficiency		

		Reference	Responsibility
2.0	Definitions		
2.1	Controlled Waste – Any waste arising from the site which the holder discards, intends or is required to discard.		
2.2	Hazardous Waste – Waste that has hazardous properties that may be harmful to human health or the environment. (See section 9)		
2.3	Inert Waste – Is waste that is chemically inert and will not degrade over time. Examples include rubble, soil, sand and gravel.		
2.4	Active Waste – Is waste that will biodegrade over time and includes wood, plastic, metal and vegetation.		
2.5	Waste Carrier – Person/Company with licence to transport waste (must hold a valid waste carriers licence issued by the EA/SEPA).		
2.6	Waste Transfer Note (WTN) is a document that accompanies the transfer of non-hazardous waste between different holders.		
2.7	Consignment Note – A controlled document for the movement of hazardous/special waste.		
2.8	Absolute Hazardous Waste – these wastes are defined as hazardous in the EWC and no further work is required to define what the chemicals or substances are.		
2.9	Mirror Hazardous Waste – these wastes may be hazardous depending on whether it contains dangerous substances at or above certain action levels.		
2.10	European Waste Catalogue (EWC)/List of wastes – These are a list of wastes that that have been categorised as hazardous or non-hazardous and have a distinct 6 digit reference code.		
2.11	Waste Management Hierarchy The hierarchy for waste management which must be applied to transferring any waste through prevention, preparing for reuse, recycling or recovery.		
2.12	Waste Minimisation Includes a range of methods to 'design-out' waste from a business and limit waste arising's from its activities		
2.13	Waste Management Involves identifying potential waste streams and managing these to ensure efficient disposal.		

		Reference	Responsibility
3.0	Waste minimisation		
3.1	A review of all opportunities for waste minimisation via the Group procurement process must be undertaken for all suppliers and each challenged to reduce waste through the construction process. This will include considering how materials are being delivered to site and evaluating if packaging is appropriate to prevent damage and is not excessive which creates unnecessary waste.		Group Procurement/ Buyers
3.2	All developments must consider opportunities to minimise waste through the design stage and in particular consider how any design changes can impact on reworking or wasted materials. Consideration must be given to the use of construction processes that will reduce the amount of waste created.		Group Technical/ Construction Directors
3.3	All developments must identify the location of on-site storage of materials and ensure that they are appropriate to prevent damage to materials. Delivery of materials must be planned and coordinated so that they can be handled appropriately on site and stored in an appropriate location.	SHE Form 05	Construction Director
4.0	Divisional / Group Offices Waste Management		
4.1	All offices within the Group must have waste management processes in place which enable waste to be managed and these will include: • Maximise the use of electronic media for dissemination of information both internally and externally. Ensure these are designed to facilitate them being read on-screen and avoid the need for printing. • Ensure that printing/copying equipment provides double-sided prints and set this up as the default option for photocopiers and computers • Print release scheme (where the user has to formally 'pull' their printing to a specific printer); this will reduce wastage of printing that is not collected. • Put in place a segregation and recycling strategy for the following: - o Paper - o Cardboard - o Printer and toner cartridges - o Plastic cups - o Metal dinks cans - o Batteries - o Electrical Equipment		Office Manager

		Reference	Responsibility																							
5.0	General Waste Management on Construction Sites		Contracts Manager/ Project Director																							
5.1	<table><tr><th>Waste Stream</th><th>Colour Code</th><th>Container Type / Size</th></tr><tr><td>Mixed Waste</td><td>Red</td><td>See note below*</td></tr><tr><td>Inert Waste</td><td>Green</td><td>Stockpile or 20 yd skip</td></tr><tr><td>Plasterboard</td><td>Blue</td><td>8, 12, 14 yd skip</td></tr><tr><td>Light Weight Compactable</td><td>Orange</td><td>12-14 yd skip**</td></tr><tr><td>Hazardous</td><td>Purple / Black</td><td>Haz Waste Station</td></tr><tr><td>Wood</td><td>Yellow</td><td>12-14 yd skip**</td></tr><tr><td>Metal</td><td>Brown</td><td></td></tr></table>	Waste Stream		Colour Code	Container Type / Size	Mixed Waste	Red	See note below*	Inert Waste	Green	Stockpile or 20 yd skip	Plasterboard	Blue	8, 12, 14 yd skip	Light Weight Compactable	Orange	12-14 yd skip**	Hazardous	Purple / Black	Haz Waste Station	Wood	Yellow	12-14 yd skip**	Metal	Brown	
Waste Stream	Colour Code	Container Type / Size																								
Mixed Waste	Red	See note below*																								
Inert Waste	Green	Stockpile or 20 yd skip																								
Plasterboard	Blue	8, 12, 14 yd skip																								
Light Weight Compactable	Orange	12-14 yd skip**																								
Hazardous	Purple / Black	Haz Waste Station																								
Wood	Yellow	12-14 yd skip**																								
Metal	Brown																									
	*Mixed waste skips must not be provided on site unless they form part of a waste management process linked to a licensed waste transfer / handling station or to remove waste materials at the end of the construction period on site **No Roll On Roll Off (RORO's) to be used unless Director level sign off is agreed in advance for compactable waste and wood due to the potential for contamination and high costs																									
5.2	All sites must have appropriate colour coded signage for each waste stream. Tipper skips to be labelled with appropriate waste stickers to ensure segregation at source. Segregation / compound area to have appropriate signage to ensure the area is clearly visible		Site Manager																							
5.3	All sites to ensure contractors adhere to the Segregation at source instruction utilising tipper skips/bins to eliminate cross contamination of waste streams		Site Manager																							
5.4	The waste poster must be displayed in site cabins and requirements for waste management included at the site specific induction.		Site Manager																							
5.5	Where segregation is not practicable on site then segregation at a waste transfer/handling station via licensed waste carrier must be undertaken (NB: These sites must be permitted under either an Environmental Permit/Waste Management Licence or an exemption where appropriate).	See Section 7.1 & 8.1	Contracts Manager/ Project Director																							
5.6	Pallets must not be placed into skips and the Group “take Back” scheme must be used where available.		Site Manager																							
5.7	Divisional Construction Director and Commercial Director to meet on at least a quarterly basis with the Waste Management Provider to discuss and improve waste management.		Construction Director / Commercial Director																							
5.8	Site Management must accompany the Waste Management Provider on Waste Audits to review performance against the waste policy and segregation performance		Site Manager																							

		Reference	Responsibility
5.9	The Waste Management Provider is to be contacted to conduct toolbox talks regarding waste management and segregation best practice on all new developments with follow up toolbox talks as required.		Site Manager
6.0	Registration as Producer of Hazardous Waste		
6.1	All developments in Wales must be registered with the Environment Agency (EA) prior to any works commencing as potential producers of hazardous waste. Registration must be renewed annually. A unique registration code will be issued, which must be displayed in the site offices. (Not a requirement in England and Scotland).		Technical Director/Site Manager
7.0	Waste Carriers Licence		
7.1	All contractors removing waste from site must hold a valid Waste Carriers Licence (WCL) which must be available on site at all times. A matrix of carriers provided by one of our approved brokers is acceptable. This includes WCL for any sub-contractors removing waste from site and also contractors removing soil, portable toilet waste and road sweepings.		Technical Director
8.0	Environmental Permits - England and Wales/Waste Management Licensing (WML) - Scotland		
8.1	All waste disposal companies used must be permitted or licensed by the EA and SEPA respectively. In England and Wales they will be covered by an Environmental Permit or an Exemption and in Scotland they will be covered by a WML or an Exemption.		Technical Director
8.2	An Environmental Permit, WML or Exemption will be required for the actual site where waste materials are treated for recycling or re-use. The following exemptions may apply where applicable: • Mobile crushers must have a Part B Permit to operate issued by the Local Authority (LA), which must be kept with the machine. The LA must be notified each time a machine is moved into their local area or to a new location. • Site gained concrete, bricks, tiles or other materials can be crushed and reused as sub –base or fill. In this case a T7 Permit exemption (England and Wales) or a Paragraph 24 exemption (Scotland) can be registered. In England and Wales. This is registered with the LA and in Scotland with SEPA. The total waste stored must not exceed £20,000 tonnes at any time and any movement of the material to other locations will be subject to waste transfer documentation and waste carriers licensing.		Technical Director Technical Director

		Reference	Responsibility																							
8.3	• Treatment or screening of soils or wastes (other than concrete, bricks or tiles) will be subject to a T5 exemption (England and Wales) but the maximum quantities that can be stored or treated is 5000 tonnes over a 3 year period. • A U1 exemption (England and Wales) can be obtained to allow use of suitable wastes for small scale construction. Example activities include: - o Using crushed bricks, concrete, rocks and aggregate to create a noise bund around a new development and then using soil to landscape it to enable grass to grow. - o Using road planings and rubble to build a track, road or car park. - o Using wood-chip to construct a track, path or bridleway. - o Bringing in some soil from another place for use in landscaping at a housing development.		Technical Director																							
	The following limits apply to any exemption:		Technical Director																							
	Table 1 - You can use to 5000 tonnes in total of the wastes below for any construction activity.																									
	<table><tr><th>Codes</th><th>Waste types</th></tr><tr><td>010102</td><td>Waste from mineral non-metalliferous excavation</td></tr><tr><td>010408</td><td>Waste gravel and crushed rock other than mentioned in 010407</td></tr><tr><td>010409</td><td>Waste sand and clays</td></tr><tr><td>101208</td><td>Waste ceramics, bricks, tiles and construction products (after thermal processing)</td></tr><tr><td>101314</td><td>Waste concrete and concrete sludge</td></tr><tr><td>170101</td><td>Concrete</td></tr><tr><td>170102</td><td>Bricks</td></tr><tr><td>170103</td><td>Tiles and ceramics</td></tr><tr><td>170107</td><td>Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 170106</td></tr><tr><td>191209</td><td>Minerals (for example sand and stones)</td></tr><tr><td>191212</td><td>Aggregates only</td></tr></table>	Codes	Waste types	010102	Waste from mineral non-metalliferous excavation	010408	Waste gravel and crushed rock other than mentioned in 010407	010409	Waste sand and clays	101208	Waste ceramics, bricks, tiles and construction products (after thermal processing)	101314	Waste concrete and concrete sludge	170101	Concrete	170102	Bricks	170103	Tiles and ceramics	170107	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 170106	191209	Minerals (for example sand and stones)	191212	Aggregates only	
Codes	Waste types																									
010102	Waste from mineral non-metalliferous excavation																									
010408	Waste gravel and crushed rock other than mentioned in 010407																									
010409	Waste sand and clays																									
101208	Waste ceramics, bricks, tiles and construction products (after thermal processing)																									
101314	Waste concrete and concrete sludge																									
170101	Concrete																									
170102	Bricks																									
170103	Tiles and ceramics																									
170107	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 170106																									
191209	Minerals (for example sand and stones)																									
191212	Aggregates only																									
	Table 2 - You can use up to 1000 tonnes in total of the wastes below for construction purposes																									
	<table><tr><th>Codes</th><th>Waste types</th></tr><tr><td>170504</td><td>Soil and stones other than those mentioned in 170503</td></tr><tr><td>170506</td><td>Dredging spoil other than those mentioned in 170505</td></tr><tr><td>191302</td><td>Solid wastes from soil remediation other than those mentioned in 191301</td></tr><tr><td>200202</td><td>Soil and stones</td></tr></table>	Codes	Waste types	170504	Soil and stones other than those mentioned in 170503	170506	Dredging spoil other than those mentioned in 170505	191302	Solid wastes from soil remediation other than those mentioned in 191301	200202	Soil and stones															
Codes	Waste types																									
170504	Soil and stones other than those mentioned in 170503																									
170506	Dredging spoil other than those mentioned in 170505																									
191302	Solid wastes from soil remediation other than those mentioned in 191301																									
200202	Soil and stones																									

		Reference	Responsibility														
	Table 3 - Within the 1000 tonnes total for use of wastes from Table 2, you can only use the waste below for the construction of tracks, paths, bridleways or car parks. The waste must be processed into chipped form prior to use. <table border="1"><tr><th>Codes</th><th>Waste types</th></tr><tr><td>170302</td><td>Bituminous mixtures other than those mentioned in 170301</td></tr><tr><td>020103</td><td>Plant tissue waste</td></tr><tr><td>030101</td><td>Waste bark, cork and wood only</td></tr></table> You can use up to 50000 tonnes in total of the wastes below only for the construction of roads. <table border="1"><tr><th>Codes</th><th>Waste types</th></tr><tr><td>170302</td><td>Bituminous mixtures other than those mentioned in 170301</td></tr><tr><td>170504</td><td>Road sub base only</td></tr></table> A Paragraph 19 exemption (Scotland) will be required for construction materials stored or received on site as long as no more than 50000 tonnes of waste is stored on the site at any time, the waste is suitable for use on site, and is not stored for more than 12 months.	Codes	Waste types	170302	Bituminous mixtures other than those mentioned in 170301	020103	Plant tissue waste	030101	Waste bark, cork and wood only	Codes	Waste types	170302	Bituminous mixtures other than those mentioned in 170301	170504	Road sub base only		
Codes	Waste types																
170302	Bituminous mixtures other than those mentioned in 170301																
020103	Plant tissue waste																
030101	Waste bark, cork and wood only																
Codes	Waste types																
170302	Bituminous mixtures other than those mentioned in 170301																
170504	Road sub base only																
8.4	Construction activities undertaken for the purpose of producing a suitably engineered soil would not be regarded as a waste management activity (i.e. lime stabilisation and piling) and a permit/licence would not be required.		Technical Director														
8.5	Where uncontaminated materials are produced on site during construction work and are then stored and re-used on the same site, in accordance with planning permission, there is no requirement for a Permit/WML/Exemption provided: they are suitable for that use and require no further treatment; only the quantity necessary for the works is used; and their use is not a mere possibility but a certainty.		Technical Director														
	Relevant activities involving uncontaminated materials produced on site and then reused on the same site may include cut and fill; simple foundation excavations with arisings spread evenly under the ground floor slab and the combination of soils to create a retaining structure.																
8.6	On multi-phase developments, if arisings are put to use on site and it is done in accordance with planning permission (for the whole development) then a permit or exemption will not generally be required. This can also be the case where different developers are involved in a consortium agreement for a development and a formal agreement is in place which identifies levels of responsibility.		Technical Director														

		Reference	Responsibility
8.7	Where clean waste material is transferred from one development to another or imported from a third party source, an exemption from a Permit/WML can be granted by the EA/SEPA respectively. These exemptions must be applied for prior to the work commencing (25 days in England and Wales and 21 days in Scotland).		
8.8	Where contaminated materials produced on site during construction works (including excavated soils) are used on site in accordance with the planning permission these may not be regarded as waste and a permit/license not required. (The criteria in 8.5 must still be achieved). This can include activities such as site re-grading and use of materials below cover or capping layers, buildings and hard standing. In this case an assessment must be made to ensure that materials will not pose a risk to the environment. This must be detailed in a remediation strategy for the site, which meets EA/SEPA requirements.		Technical Director
9.0	Duty of Care – Waste Materials		
9.1	All appropriate measures must be taken to ensure anyone who is involved in the chain of custody for waste is appropriately permitted/licensed. (Waste will include clean soil from site being deposited off site or imported clean soil to site).		Contracts Manager / Project Director
9.2	All waste must be appropriately identified and stored on site and covered to prevent uncontrolled release. Skips must not be allowed to overspill and disposal areas kept clean and tidy.		Site Manager
9.3	Waste must only be transferred to an authorised person capable and permitted/licensed to deal with the type of waste produced.	See Section 14	Site Manager
9.4	Periodic reviews must be undertaken to review that waste from site is being handled correctly and transferred to the final point of disposal or recovery as detailed on the SWMP and as per waste transfer note/Consignment note.		Site Manager
9.5	Reasonable steps must be taken to ensure that sufficient site security measures are in place to prevent the illegal disposal of waste from site and illegal dumping of waste onsite.		Contracts Manager/ Project Director
9.6	In the event that Barratt Developments PLC are not the Principal Contractor the pre-contract meetings and competency checks must identify waste management procedures and arrangements made by the external PC.	BGS 06	Technical Director

		Reference	Responsibility
10.0	Waste Transfer Notes (WTN)		
10.1	A waste transfer note must be received from the Waste Carrier for each load of waste that leaves site.		Site Manager
10.2	For repetitive transfers of non-hazardous waste, a season ticket can be utilised for up to 12 months. These can only be used where the parties involved in each transfer are the same and where the description of waste transferred remains the same.		Contracts Manager/ Project Director
10.3	All waste transfer notes must describe the quantity and types of the waste being transferred and include the appropriate waste code (EWC code) and waste description for the particular waste stream. They must indicate that the hierarchy for waste control has been applied. Construction waste codes are included in Section 12.		Site Manager
10.4	General descriptions such as 'general waste' or 'Inert waste' are not acceptable. It is our requirement as producers to ensure the description is accurate.		Site Manager
10.5	The waste transfer note must record how the waste is contained/packaged, when it is transferred, where it should go and whom it was transferred to i.e. waste carrier details including waste carriers registration number.		Site Manager
10.6	Both the waste carrier and a responsible person on site who has checked the detail on the transfer note must sign the waste transfer note.		Site Manager
10.7	Copies of the waste transfer note(s) must be maintained for two years. These must be held at the divisional office.		
11.0	Consignment Notes (Hazardous/Special Waste)		Site Manager
11.1	A consignment note is required for hazardous/special waste that is removed from site. A waste transfer note is not required where the waste is controlled by a consignment note. (separate regulations apply in some instances in Scotland see: http://www.sepa.org.uk/media/36660/consigning_special_waste.pdf		
11.2	The consignment note is a three-page document which are colour-coded; Producers/Holders/Consignor's – White Carrier's Copy – Gold Consignee's – Pink		

		Reference	Responsibility
11.3	Parts A & B must be completed on each copy of the consignment note. A broker can complete this but it remains Barratt Developments PLC responsibility to ensure it is completed correctly. Part A = Holders details Part B = Description of the Waste (Including EWC code)		
11.4	All copies of the consignment note must be given to the carrier who will check parts A and B are correct. They will complete Part C – Carriers Certificate and will return the form to the producer for completion of Part D – Consignor’s certificate.		
11.5	On completion of Part D retain the White copy of the note and return the other copies to the carrier.		
11.6	Copies of Consignment notes must be retained for 3 years.		
11.7	Where contractors as part of their work package are responsible for the removal of hazardous waste the division must satisfy themselves that appropriate systems are in place and that waste is being managed effectively.		

12.0 European Waste Catalogue / List of Wastes

17 01	concrete, bricks, tiles and ceramics	
17 01 01	concrete	
17 01 02	bricks	
17 01 03	tiles and ceramics	
17 01 06	mixtures of, or separate fractions of concrete, bricks, tiles and ceramic containing dangerous substances	M
17 01 07	mixture of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06	
17 02	wood, glass and plastic	
17 02 01	wood	
17 02 02	glass	
17 02 03	plastic	
17 02 04	glass, plastic and wood containing or contaminated with dangerous substances	M
17 03	bituminous mixtures, coal tar and tarred products	
17 03 01	bituminous mixtures containing coal tar	M
17 03 02	bituminous mixtures other than those mentioned in 17 03 01	
17 03 03	coal tar and tarred products	A
17 04	metals (including their alloys)	
17 04 01	copper, bronze, brass	
17 04 02	aluminium	
17 04 03	lead	
17 04 04	zinc	
17 04 05	iron and steel	
17 04 06	tin	
17 04 07	mixed metals	
17 04 09	metal waste contaminated with dangerous substances	M
17 04 10	cables containing oil, coal tar and other dangerous substances	M

17 04 11	cables other than those mentioned in 17 04 10	
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil	
17 05 03	soil and stones containing dangerous substances	M
17 05 04	soil and stones other than those mentioned in 17 05 03	
17 05 05	dredging spoil containing dangerous substances	M
17 05 06	dredging spoil other than those mentioned in 17 05 05	
17 05 07	track ballast containing dangerous substances	M
17 05 08	track ballast other than those mentioned in 17 05 07	
17 06	insulation materials and asbestos-containing construction materials	
17 06 01	insulation materials containing asbestos	M
17 06 03	other insulation materials consisting of or containing dangerous substances	M
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03	
17 06 05	construction materials containing asbestos	M
17 08	gypsum-based construction material	
17 08 01	gypsum-based construction materials contaminated with dangerous substances	M
17 08 02	gypsum-based construction materials other than those mentioned in 17 08 01	
17 09	other construction and demolition wastes	
17 09 01	construction and demolition wastes containing mercury	M
17 09 02	construction and demolition wastes containing PCB (for example PCB-containing sealants, PCB-containing resin-based floorings, PCB-containing sealed glazing units, PCB-containing capacitors)	M
17 09 03	other construction and demolition wastes (including mixed wastes)	M
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01 and 17 09 03	
20 03 01	light mixed waste, mixed compactable waste	
20 03 04	septic tank sludge	

13.0 Other Potentially Hazardous Waste

Where products carry the following hazard warning symbols they will be deemed hazardous and may require special means of disposal. There are other substances, which will be deemed hazardous but these are the most common found on our sites.



Dangerous to the Environment



Toxic



Corrosive



Flammable



Oxidising



Explosive



Caution - Less serious health hazards



Longer term health hazards



Contains gas under pressure

13.1 Disposal of hazardous Waste

All developments must have a facility for managing hazardous waste. Disposal of products into these facilities must be strictly controlled. All hazardous waste must be transferred to a licensed carrier using a consignment note to track its movement.

13.2 Paint Tins or Tubs

Paint tins or tubs may be classified as hazardous waste.

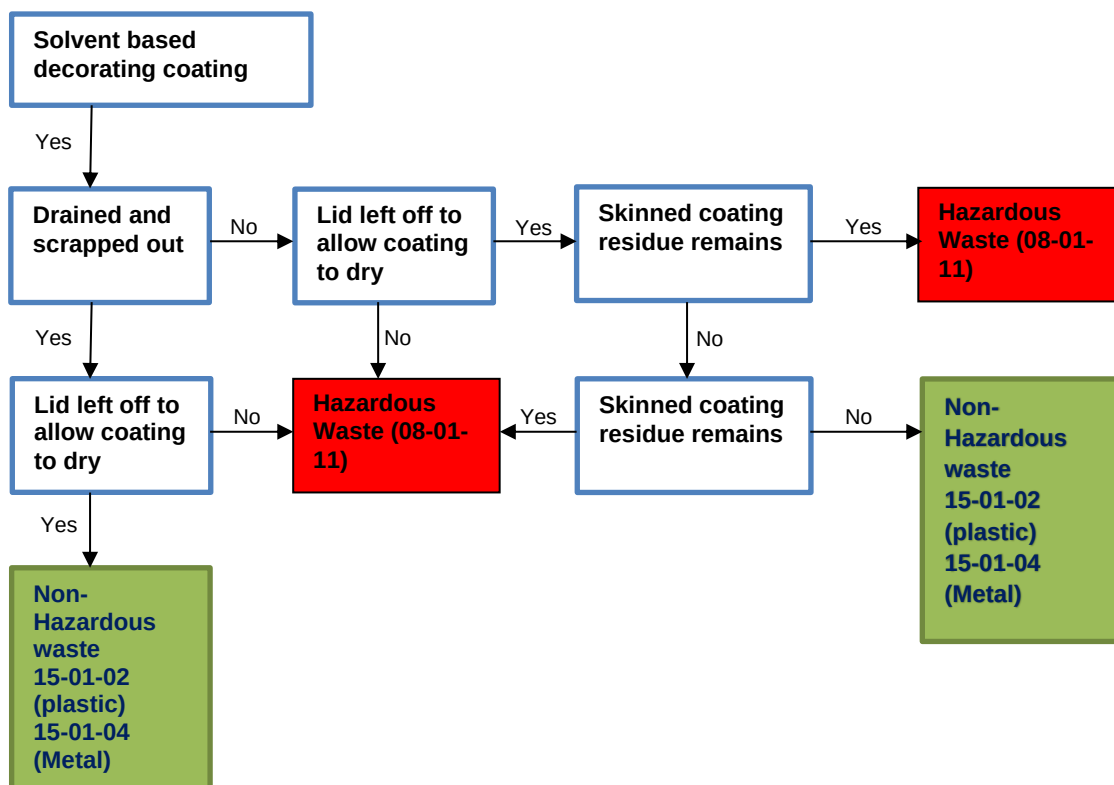
All sites must use the paint can/tub recycling service provided by the approved supplier Dulux Decorator centres where practicable. Dulux will provide bags for recycled cans as follows:

- Blue for water based
- Red for solvent based

All cans or tubs being recycled must contain no more than 25mm of wet paint and have lids securely fastened. Dry tubs or cans will not need to have lids on. The Dulux Decorator centre will pick up the empty cans when they make deliveries of new paint to the site.

Solvent Based Paint Cans or Tubs

For solvent based paint or woodcare coatings, the containers which are not recycled as detailed above may be classified as hazardous. The chart below can be used to determine whether the empty or partially emptied containers are classified as hazardous or non-hazardous.



Water Based Paint Cans or Tubs

In the case of water based paint containers, all the waste will be non-hazardous provided the contents are drained/scrapped and the lid is left off to completely dry off residue. The same waste codes will apply for non-hazardous waste packaging as above.

13.3 Mastic Tubes

Mastic tubes must be fully discharged to remove any residue. If there is any residue in the nozzle or any other part of the tube and is not removed prior to disposal, the tube will be classified as hazardous. Nozzles should be removed and any section of the tube with mastic remaining cut away and treated as hazardous waste. The remainder of the tube can be disposed of as non-hazardous waste.

13.4 Resin Tins or Aerosols

Part used resin tins and aerosols displaying one of the hazardous warning signs must be treated as hazardous even if empty.

14.0 Guidance on content of Waste Transfer Notes

Section A - This must contain sufficient information about the waste to enable anybody coming into contact with it, to handle it safely. The description should be in words and by using the appropriate EWC code. It is not acceptable to use non-specific terms such as 'General waste'. It is also important to ensure the quantity and how the waste will be contained is detailed.

Section A - Description of the Waste

Please describe the type of waste below;

Please give the six figure European Waste Catalogue (EWC code)

Total Quantity of waste to be collected

Describe how it is contained i.e. loose or packaged

Section B – This must have details of the site and address where the waste has been produced. This must be signed by an authorised person i.e. site manager

Section B – Waste Producer

Name:

Address

Post Code

Signature:

Section C – This must include the name and address of the company collecting the waste including their waste registration number and be signed by the authorised person i.e. driver

Section C – Person or Company collecting the Waste

Name:

Address

Post Code

Registration Number:

Signature:

Section D – The location where the waste will be deposited must be detailed including the date and time of transfer. The name of the waste broker should also be included.

Section D – Location of disposal/Transfer

Address of place of transfer/collection point

Date of transfer

Time of transfer

Waste Broker who arranged the transfer

The waste management hierarchy has been applied to this waste transfer and consideration given to reusing or recycling waste before transferring it.

BARRATT GROUP STANDARD (BGS) 33 ASBESTOS - July 2019

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	Introduction		
1.1	The hazard associated with working with Asbestos Containing Materials (ACM) is that when disturbed asbestos fibres are released. Asbestos fibres, if inhaled, are known to be the cause of asbestosis, (asbestos induced lung fibrosis), mesothelioma (cancer of the lining of the lung) and lung cancer.		
2.0	Managing and Review of Existing Structures for known ACMs and presumed ACMs		
2.1	The requirements placed on 'duty holders', normally the owner or occupier of the premises: • Take reasonable steps to determine the location of materials likely to contain asbestos • Presume materials to contain asbestos, unless there is good reason not to do so • Make and maintain a written record of the ACMs and presumed ACMs • Assess and monitor the condition of ACMs and presumed ACMs • Assess the risk of exposure to ACMs and prepare a written plan of the actions and measures necessary to manage the risk (ie a management plan) • Take steps to see that these actions are undertaken	SHE Form 04 Management Plan	Technical Director Technical Director
2.2	Types of Surveys The type of survey will vary during the lifespan of the building / premises. A management survey must be undertaken during the normal occupation of the building to ensure continued management of the ACMs.	SHE Form 04 Refurbishment or demolition survey	Licensed Consultant or Contractor
2.3	A refurbishment or demolition survey will be necessary to assess ACMs and presumed ACMs in a building prior to the premises being upgraded, refurbished or demolished. In each case the area and scope of the works must be agreed with the Surveyor undertaking the report. <pre> graph TD SURVEY[SURVEY] --> MP1[Management plan] SURVEY --> RDS[Refurbishment or demolition survey] MP1 --> ARPD[Asbestos register/ plan / drawing] RDS --> ARPD ARPD --> RA[Risk Assessment] RA --> MP2[Management plan] </pre>		Technical Director

		Reference	Responsibility
2.4	The report provided by the surveyor must give clear indication to areas of the building(s) which could not be accessed due to access restrictions or unsafe conditions (such as fragile roofing or exposed leading edges). These areas must be clearly documented requiring further investigation prior to works commencing in affected areas.		
2.5	The duty holder must ensure that sufficient time and resource is given to undertaking the surveys and ensuring the information is provided to the Client, Principal Designer, Principal Contractor and any affected tendering contractors.		
3.0	Competency for Surveyors		
3.1	Any organisation(s) employed by Barratt Developments PLC must demonstrate they are technically competent to undertaken surveys for ACMs through accreditation to ISO/IEC 17020 UKAS. Individuals undertaking surveys must demonstrate they are technically competent to ISO/IEC 17024.	BGS 01	Commercial Director
3.2	All surveyors must hold the British Occupational Hygiene Society Proficiency Module P402; Buildings surveys and bulk sampling for asbestos. Individuals must also be able to demonstrate at least six months full time and relevant practical experience on asbestos surveys under the supervision of experienced and suitably qualified personnel.		
3.3	Additional training recognised is P402R refresher modules and Personnel with RSPH Level 3 Certificate in asbestos inspection procedures.		
3.4	The Technical Department must obtain information from existing Health and Safety File and Asbestos Management Plans if they are available. Where works of a demolition / refurbishment nature are to be undertaken, a refurbishment / demolition survey must be undertaken to ascertain if any asbestos based materials are present.	SHE Form 04	Technical Director
3.5	Any suspicious materials must be sampled and sent for an analysis. The sampling must be undertaken by a person who holds a RSPH or BOHS P402 identified in asbestos surveying. Sample must be analysed by a UKAS accredited laboratory, whose systems are accredited to ISO/IEC/17025. .		
3.6	A report of the findings of the survey must be included in the Safety, Health and Environmental Information Pack for the development. This report must contain suitable site plan, written location tables and sample location photographs.	SHE Form 04	Technical Director

		Reference	Responsibility
4.0	ACM identified during any works		
4.1	If any suspected ACMs are found during the construction phase, work must cease immediately and the immediate location secured, with appropriate warning notices erected to prevent any damage. Samples of the material must be analysed prior to any work re-commencing.		Contracts Manager / SHE Manager
4.2	Site personnel must be fully aware of their role in the likelihood that ACMs or presumed ACMs are discovered. The SHE Manager must be informed immediately. The HSE may need to be notified in the event of any disturbed ACMs or presumed ACMs.		
5.0	Removal of any ACM – Licenced Works		
5.1	Removal of asbestos insulation, insulating boards or sprayed coating must be undertaken by a specialist contractor with a licence issued by the HSE. The contractor must be a member of the Asbestos Removal Contractors Association (ARCA) and must hold a Safety Scheme in Procurement accreditation. A copy of the contractor's licence must be provided to site management prior to any removal works commencing.		Commercial Director
5.2	Any contractors employed to undertake the work must produce a detailed plan of work and assessment of exposure prior to commencing work. The intention to remove the material must be notified to the Enforcing authority by the contractor at least 14 days prior to work commencing. The relevant SHE Manager for the development should review all plans of work submitted by licenced contractors.	Contractors Method Statement Review Procedure / SHE Form 14	Specialist Contractors SHE Managers / Contracts Manager / SHE Manager (Advice Only)
5.3	Prior to commencing work the contractor must have available on site the following; • Plan of Work, which must include a procedure for when additional ACM or suspected ACM have been found. • ASB5 Notification to the HSE including location of enclosure, negative pressure units, 3 stage airlock, decontamination unit and transit routes if applicable • Copy of Asbestos Removal Licence and Insurance • Operatives' Medical Certificates and Face Fit Certificates • Training records for Supervisors and Operatives • Copies of Decontamination Unit, Negative Pressure Units and H-Type vacuum cleaners test certificates • Weekly Inspection Records	Site Records	Licenced Contractor

		Reference	Responsibility
6.0	Removal of ACM – Non-Licensed Works		
6.1	Removal of asbestos cement products such as roof sheets, floor tiles, asbestos paper or asbestos backed PVC flooring etc can be undertaken by contractors who do not have a licence issued by the HSE. A Non-Notifiable Asbestos Notification will however need to be issued to the HSE prior to the commencement of these works.		Commercial Director
6.2	A detailed plan of work must be provided by a contractor prior to work commencing, which will include: • Access to work area, prevention of falls and restricting any others • How the material will be removed i.e. whole sheets where practicable • How dust/fibres will be suppressed i.e. sprays of wetting agent • How the material will be wrapped and disposed of • Personal Protective Equipment		Technical Director
7.0	Training of Site Management		
7.1	If any ACM are being removed from a development the site management team must be provided with a SHE briefing which will include the following content. • Health risks associated with asbestos • Controls associated with the removal of ACM • Emergency procedures	SHE Briefings SHEB 08	Contracts Manager / SHE Manager
8.0	Air Monitoring following completion of the works		
8.1	Details of the scope of air monitoring for the works must be detailed in the Plan of Work. All air monitoring must be undertaken by a UKAS accredited air testing laboratory independently appointed by Barratt Developments Plc.	Four Stage Certification or Recertification	Licensed Contractor
8.2	All certificates of monitoring must be retained in the site SHE records.	SHE Form 75	
9.0	Waste Disposal		
9.1	The disposal of ACMs will be classified as hazardous waste and must only be transported by a registered waste carrier and subject to control via a consignment note.		Technical Department
9.2	Prior to removing asbestos materials from site the contractor must have available on site the following; • Waste Carriers Licence • Waste Disposal Facility Licence • Consignment Note (completed Part E to be returned and retained in site SHE records)		Licensed Contractor / Commercial Department

BARRATT GROUP STANDARD (BGS) 38 EXCAVATING/DRIVING PILES/DIGGING - July 2019

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	This procedure applies to all work that involves the penetrating of the ground at or below surface level. This includes all excavations, trenchless techniques, sheet or driven piling.		
2.0	A safe system of work must be in place for the work which involves but is not limited to: • Correct use of accurate plans to aid the location of services • Use of cable avoidance tools by competent persons • Use of safe digging or drilling techniques • Permit control documentation • Support of adjacent structures • Safe Means of access into an excavation • Preventing collapse by support or battering sides of excavation • Suitable barriers at ground level to prevent falls of persons and materials • Maintaining fresh air and suitable lighting where required • Contaminated Land • Consideration for the management of water ingress.	SHE Form 14	Site Manager
3.0	Where applicable additional control measures must be introduced in order to manage confined spaces works.	BGS 09	Site Manager
4.0	A geotechnical soil investigation survey must be completed in order to determine the physical properties of the soil, and to assess the potential for contamination.	Geotechnical Report SHE Form 04	Technical Director
5.0	Accurate services drawings must always be available on all sites, which are consulted prior to any work taking place. These must be updated when any new services are identified or installed.	Service Drawings As Built Drawings	Technical Manager/Site Manager
6.0	Prior to any work involving the breaking of the ground a survey must be undertaken using a cable avoidance tool (CAT) by a suitably trained person and a copy of their training qualification must be held on site. A copy of the cable locating device 12 Monthly calibration must be available on site. Cables may not be detected if not there is no electrical draw, are pot-ended, or are low voltage cables and therefore radio detection mode may be required. Recorded CAT surveys must continue during the excavation works.	Contractor safe system of work Operating Instructions on radio detection	Site Manager
7.0	The position of any services must be clearly marked on the ground using waterproof spray paint or by erecting suitable signs.		Site Manager

		Reference	Responsibility
8.0	Work must be controlled by a Permit to dig / excavate / drive piles and a copy of the service drawing for the dig area must be available for review in the excavator, or be held by the operatives in the work area.	SHE Form 44	Site Manager
9.0	When digging near cables, insulated hand tools i.e. spades and shovels with wooden or fibreglass handles must be used	SHE Form 44 Safe System of Work	Site Manager
10.0	Mechanical excavator / power tools must not be used within 0.5m of electric, gas or communication services.	SHE Form 44 Safe System of Work	Site Manager
11.0	Road pins or metal stakes must not be driven into the ground in the vicinity of any service routes.		Site Manager
12.0	Before using a mechanical excavator, trial holes must first be dug using hand tools, to confirm the depth and position of services.		Site Manager
13.0	Traffic routes must be maintained at a safe distance from the edge of the excavation, with suitable traffic management barriers erected where the risk assessment requires protection.	Traffic Management Plan	Site Manager
14.0	Where plant movements across the site have the potential to damage underground services then exclusion zones or grillage protection must be installed, in order to distribute the weight of the plant. Designated plant may also be considered as part of the traffic management control measures	Contractor safe system of work	Site Manager
15.0	An assessment of the support system required for the prevention of a collapse of the sides of an excavation must be provided by the sub-contractor.	SHE Form 14	Site Manager/ Temporary Works Coordinator
16.0	Barriers must be placed at ground level in order to prevent the falls of persons, materials or plant into an excavation. These must be pedestrian crowd safety barriers which are a minimum of 1m high and are coloured red or white so that they are visible. Lengths of chain/bunting tape slung between posts or 1m high mesh (Netlon) supported by steel pins or timber stakes <u>do not</u> meet the requirement. <i>Note: Barriers can be removed in order to allow access for an excavator etc but must be replaced once the machine moves away from the dig area.</i>		Site Manager
17.0	If pedestrian access is required across an excavation, proprietary platforms or rigid matting must be provided which incorporates suitable guardrails.		Site Manager

		Reference	Responsibility
18.0	For protection of excavations adjacent to public highways refer to New Roads and Street Works Act for guidance (NRSWA) requirements for public protection when undertaking road works.	New Roads and Street Works Act – Chapter 8	Site Manager
19.0	Stepping the sides of the excavation is an alternative to battering with the depth and width of the steps determined using the angle of repose guidance below, however the vertical distance must not exceed 1.0m.		Site Manager
20.0	Battered excavations need regular monitoring. When deciding on the angle of repose, see guidance below.		Site Manager
21.0	Ensure spoil heaps and material are at least 1.5 m from the edge of any excavation or further away when required by the depth of the trench and the angle of repose in order to prevent potential collapse of the trench.		Site Manager
22.0	If plant and equipment is used to tip back filling materials into trenches, stop blocks must be provided.		Site Manager/ Contractor Supervisor
23.0	Where an excavation is considered a confined space then it must be subject to a Confined Spaces – Permit to Enter.	SHE Form 14 SHE Form 48	Site Manager
24.0	Statutory Inspections/Examinations must be made by competent personnel and a record maintained by the subcontractor, which must be available on site.	SHE Form 50 Contractor statutory register(s)	Site Manager/ Contractor Supervisor
25.0	Excavators are subject to the Provision and Use of Work Equipment and the Lifting Operations and Lifting Equipment Regulations. If an excavator is used as a crane, then a photographic record of the Lifting Operation and Lifting Equipment inspection certificate must be recorded electronically	BGS 34 SHE Form 55	Projects Director/ Contracts Manager/Site Manager
26.0	Any damage to a service must be isolated or an exclusion zone needs to be established. The utility/ service provider must be notified, and a record of the incident must be recorded.	SHE Form 08	Site Manager
	The Site Manager must advise the development Line Managers and SHE Manager immediately by telephone in order to initiate an investigation and to determine if the incident is reportable under the provision of Schedule 2 RIDDOR.	BGS 05	Site Manager

Guidance on Angles of Repose

Material	Dry Ground (degrees)	Wet Ground (degrees)
Gravel	30-40°	10-30°
Sand	30-35°	10-30°
Silt	20-40°	5-20°
Clay	20-45°	10-35°
Peat	10-45°	5-35°

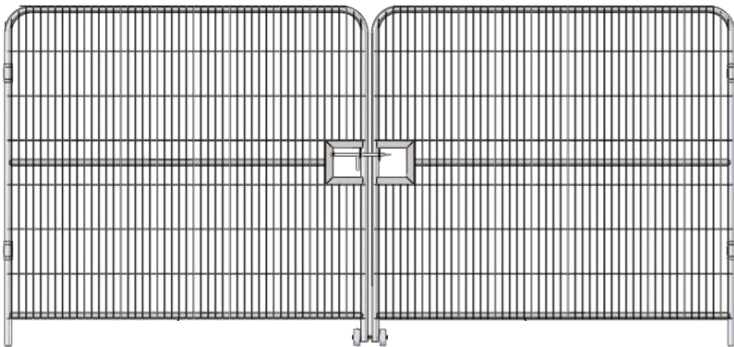
BARRATT GROUP STANDARD (BGS) 41 DEVELOPMENT SECURITY AND SIGNAGE - July 2019

Occupational Safety, Health and Environmental
Management System



BARRATT
DEVELOPMENTS PLC

		Reference	Responsibility
1.0	Development Security Assessment		
1.1	The specific controls for the prevention of unauthorised access to the development must be assessed and detailed in the Construction Phase Safety, Health and Environmental Plan. This must include ☐ Arrangements during normal working hours, evenings and weekends ☐ Provision of perimeter fencing ☐ Control of access/egress to the site welfare and structure under construction ☐ Provision of on-site security or CCTV linked to control centre. If CCTV is used, appropriate warning signs must be displayed. ☐ Locking of site out of normal working hours As part of the assessment, consideration must be given to what levels of security are needed, considering impacts such as location, nature of construction and proximity to residential areas, schools and other public venues.	SHE Form 05	Contracts Manager
2.0	Fire Safety During Construction Works		
2.1	See specific development fire security arrangements	BGS 32	Commercial Director
3.0	Security Guards		
3.1	Security guards must be Security Industry Authority (SIA) registered.	BGS 03	Commercial Director
3.2	Appropriate risk assessment must be provided, which includes controls for any lone working.	SHE Form 14	Site Manager
3.3	A specific risk assessment must be undertaken by the security company to determine the use of guard dogs.		Site Manager
4.0	Fencing / Hoarding		
4.1	Proprietary fencing/hoarding must be erected in accordance with designs and/or manufacturer's instructions to secure the perimeter of the site.	Docushare-Temporary Works	Site Manager
4.2	Heras type fence panels must be anti-climb. They must be double clipped and additional measures taken to prevent collapse during high winds or vandalism. All supporting feet must be positioned so that they do not constitute a tripping hazard, especially for those external to the site boundary and any protruding part clearly highlighted.	Docushare – Temporary Works	Site Manager

		Reference	Responsibility
4.3	If Heras panels are used to secure site boundaries they must be secured to fence posts (min 75mm x 75mm), where practicable.		Site Manager
4.4	1.8m high close boarded fencing can be used to secure areas within the boundary of the site to provide segregation from construction activity and occupied areas.		Site Manager
4.5	A weekly inspection of the perimeter fencing must be undertaken.		Site Manager
5.0	Access gates to the Development		
5.1	All vehicle access points to the construction areas of a development must have proprietary gates, which have wheels to aid opening and closing, and be able to be effectively locked at the end of each day. A typical gate is shown below 		Contracts Manager Site Manager
	Fig. 1 Pedestrian gates to the construction area		
5.2	All pedestrian gates must be locked at the end of each day		Site Manager
6.0	Protection of ladders or access stairs to scaffolds		
6.1	All ladders to scaffolds must be removed from the ground to first lift at the end of each day and securely stored to prevent them being easily re-erected by unauthorised persons.		Site Manager
6.2	Where it is not practicable to remove the ground floor ladder, a ladder guard is a suitable alternative. This is a proprietary metal plate that secures over the rungs of the ladder. Site-made timber alternatives may be acceptable, as long as they are robust and can be secured in place. When using ladder guards, the following should be noted: ☐ They must be locked in place – rope lashing is not acceptable		Site Manager

		Reference	Responsibility
	☐ They must make the ladder rungs unusable. No more than 50mm of each rung should be visible when the guard is pushed to one side ☐ They should cover a minimum of six rungs ☐ Any handles on the guard should not act as a means of climbing access ☐ A suitable guard must be used for each ladder		
	 Fig 2. Suitable ladder guard		
6.3	Where proprietary stairs are provided, access to the stairs must be prevented by a gate, which is secured at the end of each day.		Site Manager

		Reference	Responsibility
	 Fig 3. Gate to secure proprietary stairs		
7.0	Signage		
7.1	All signage that is to be displayed must be from the Group approved supplier. Any additional signage must be approved by the SHE Manager	Docushare – Signage Brochure	Contracts Manager/Site Manager/SHE Manager
7.2	A Development signage board must be erected and displayed at the entrance to the Development.	Docushare – Signage brochure – CSP 5	Contracts Manager/Site Manager
7.3	Caution Construction Keep out signs must be erected at 25m intervals along the perimeter fencing.	Docushare - Signage Brochure GS 5	Site Manager
7.4	Signage within compound must be displayed in accordance with the standard compound layout.	Docushare - Standard Compound Layout	Site Manager
7.5	SHE information board must be displayed in the Site Office.	Docushare - Signage Brochure CSP 1b	Site Manager

		Reference	Responsibility
7.6	SHE information board must be displayed in the Canteen.	Signage Brochure CSP 1a	Site Manager
7.7	Campaign posters must be displayed in proprietary frames above urinals in the male facilities.		Site Manager
7.8	Campaign posters must be displayed in proprietary frames above wash hand basins in female facilities.		Site Manager