

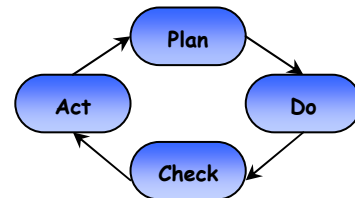
**KIERAN LUCAS**  
**CONTRACTORS**  
CIVIL ENGINEERING AND BUILDING CONTRACTORS

**SAFETY, HEALTH &**  
**ENVIRONMENTAL POLICY 2006**

# KIERAN LUCAS CONTRACTORS

## CIVIL ENGINEERING AND BUILDING CONTRACTORS

The purpose of this document is to provide a framework for the successful implementation of the Galliard Homes Policy on Safety, Health & Environmental Issues.



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### **POLICY STATEMENT**

We are committed to providing a healthy and safe working environment for all its employees and others affected by our works. Full consideration is given toward the impact we have on the environment through our construction activities. By planning through risk assessment, we aim to reduce to a minimum any safety issues or environmental impact.

We accept the aims and provisions of the Health and Safety at Work etc. Act 1974, the Control of Pollution Act 1974 and all subsidiary and associated Acts and Regulations. We recognise that the successful management of Health, Safety, Environment and Security contributes to the overall performance of a quality business.

This statement and associated policy is the director's intent of responsibility for safety, health and environmental issues.

We are committed to:

- ✘ developing and maintaining a positive culture for health & safety, environmental and service excellence issues throughout the organisation.
- ✘ reviewing at least annually our management systems and performance in accordance with our objectives.
- ✘ the systematic identification and management of risks to health, safety, the environment and quality issues.
- ✘ providing information, instruction, training, supervision and consultation with employees and other stakeholders as necessary to implement, maintain and where possible, exceed industry standards.
- ✘ providing adequate resources to ensure our intentions are delivered.

All employees and sub contractors are encouraged to co-operate fully and give every possible assistance to ensure the successful implementation of our Policies and Procedures, so far as their respective roles will allow.

Kieran Lucas  
**Managing Director.**  
January 2006

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### **POLICY**

#### **1.0 Policy Statement**

1.1 Each site will post the Policy Statement on notice boards.

#### **2.0 Planning**

2.1 Safety, Health & Environmental Issues.

2.1.1 We will, at least annually review the Safety, Health & Environmental risks to the company and it's employees. This review will also confirm arrangements for eliminating or reducing those risks identified, to a manageable level.

2.1.2 On publication of the outcome of this review, each site must review this and add any local concerns identifying any control measures required.

2.2 Statutory Requirements

2.2.1 We will at least annually review Safety, Health and Environmental Legislation along with Codes of Practice. This is to establish to what extent if at all they impinge upon our activities, as a result either our changing activities or changes in legislation. Results will be published.

2.2.2 On publication of the above each site must review their operating practices against the new (if any) criteria.

2.3 We will confirm the goals expected.

2.3.1 Each project will be reviewed and having goals set to ensure compliance with our objectives.

2.3.2 Each site will develop and publish a plan showing how and by when goals will be achieved. The site will ensure that resources are available to communicate, implement, monitor and review its progress.

#### **3.0 Implementation**

3.1 Organisation and Reporting Structure.

3.1.1 Each site/project will ensure that the roles and responsibilities are defined, confirmed and formalised ensuring clear communication to those involved.

3.2 Training & Competence.

3.2.1 We will at least annually review the Policy on Safety, Health and Environmental training.

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- 3.2.2 On publication of the above, each project will review their training plan against the requirements of the company training policy.

Developing a training plan to:

- a. Satisfy the requirements of the company training policy
- b. Achieve project specific needs.
- c. Raise the profile of staff development within Galliard.

#### 4.0 **Communication.**

- 4.1 This Policy requires all employees be consulted and informed. Each site shall establish procedures to control communications in line with our Policy.

Including:

- a. From our office via bulletins, newsletters etc.
- b. To other stakeholders via newsletters or meeting minutes.
- c. Site specific induction's/local briefings

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7.0 Roles and Responsibilities	
Post	Responsibilities
Safety Director	To ensure all Health, Safety and Environmental issues are complied with.
Contract Manager	To ensure that our Management systems are implemented. To ensure all obligations, statutory and project specific are complied with along with meeting specification and programme requirements.
Site Manager	To ensure all project requirements are complied with. To plan, control and monitor the works including co-ordinating subcontractors.
Site Agent	To organise and supervise allocated areas of work.
Surveyor	To ensure financial control is maintained.
Fire Safety Co-ordinator	To develop/ensure a site fire safety plan is produced and implemented.
Site Fire Marshall	To implement, monitor and update the fire plan.
Safety Manager	To provide advise on Health, Safety & Environmental issues. To monitor and ensure the implementation of our Safety and Environmental Management Systems.

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Appendix 1.

### **Health & Safety Legislation**

The list of legislation below has been developed taking account of our business activities, these being predominantly construction and civil engineering.

Health & Safety issues common to our operations are indexed and controlled through our Risk Control Arrangements.

- 1972 Highly Flammable Liquids and Liquefied Petroleum Gases Regulations.
- 1974 Health & Safety At Work etc Act
- 1981 Health & Safety (First Aid) Regulations.
- 1985 The Ionising Radiation Regulations.
- 1987 Control of Asbestos Regulations.
- 1989 Construction (Head Protection) Regulations.
- 1989 Electricity at Work Regulations.
- 1989 Noise at Work Regulations.
- 1992 Health & Safety (Display Screen Equipment) Regulations
- 1992 Manual Handling Regulations.
- 1992 PPE at Work Regulations.
- 1992 Workplace (Health, Safety and Welfare) Regulations.
- 1994 Construction (Design & Management) Regulations.
- 1995 Food Safety (General Food Hygiene) Regulations.
- 1995 Reporting of Injuries, Diseases & Dangerous Occurrences Regulations.
- 1996 Consultation with Employees Regulations.
- 1996 Construction (Health, Safety & Welfare) Regulations.
- 1997 Confined Spaces Regulations.
- 1997 Health & Safety (Safety Signs & Signals) Regulations.
- 1997 Fire Precautions (Work Place) Regulations.
- 1998 Provision of Use of Work Equipment Regulations.
- 1998 Lifting Operations & Lifting Equipment Regulations.
- 1999 Control of Substances Hazardous to Health Regulations.
- 1999 Management of Health & Safety at Work Regulations.

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### Appendix 2.

#### **Environmental Legislation.**

Environmental issues common to our operations are indexed and controlled through our Risk Control Arrangements.

#### **1.0 Environmental Protection Act 1990 (EPA '90)**

- 1.1 Controls Major Industrial Process under:  
Integrated Pollution Prevention Control (IPC) regime where these processes are defined.  
Also controls industrial process that pollutes the atmosphere under the Local Air Pollution (LAPC) regime. As defined by Integrated Pollution Prevention Control  
These processes have been defined by Environmental Protection (Prescribed Processes and Substances) Regulations 1991.

#### **2.0 Waste: Duty of Care**

- 2.1 Section 33 makes it an offence to treat, keep or dispose of controlled waste without licence.

#### **3.0 Waste Management Licensing Regulations 1994**

- 3.1 Most waste from industry and commerce is controlled, including excavated materials. The producer is responsible for controlling and disposal.  
Controls Nuisance which includes, noise, fume, smoke, gas, steam and deposits  
Nuisance being something which interferes with a person's enjoyment.

#### **4.0 Environment Act 1995**

- 4.1 Covers aspects of Environmental concern, including establishing frameworks for National Air Quality and National Waste Management Strategies.  
Covers establishment of Environment Agency – also sets up system for dealing with Contaminated Land.

#### **5.0 Clean Air Act 1993**

- 5.1 Controls emissions of dark smoke, grit, dust and fume.

#### **6.0 Water Industries Act 1991**

- 6.1 Controls discharge of trade effluent into public sewer systems. Requires consent of the relevant undertaker.



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### 7.0 **Water Resources Act 1991**

7.1 Controls the discharge or other entry of polluting matter into controlled waters. Also controls extraction from controlled waters, which include:

- ✕ Rivers
- ✕ Lakes
- ✕ The Sea
- ✕ Groundwater

### 8.0 **Groundwater Regulations 1998**

8.1 Prevents the discharge of substances into ground water either direct or indirect.

### 9.0 **Special Waste Regulations**

9.1 Specifies substances that can only be handled by appropriately licensed Waste Management Contractors.

### 10.0 **Countryside Act 1968**

10.1 This Act gives English Nature, Scottish National Heritage and the Countryside Council for Wales the authority to have say in the management of sites of special scientific interest (SSSI's)

### 11.0 **Protection of Badgers Act 1992:**

11.1 This act makes it an offence to kill, injure or interfere with the set of a badger.

### 12.0 **Town and Country Planning Act 1990**

12.1 This act allows these preservation orders to be made which makes it an offence to fell or cut off any part of a tree.

### 13.0 **Wildlife and Countryside Act 1981**

13.1 This act allows for the protection of specific species of plants and animals along with their habitats.

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Appendix 3.

### **Goals and Strategies**

We are committed to continual improvement. To achieve this end, goals and objectives will be set following management reviews annually.

#### **1.0 Safety – Accidents & Incidents**

- 1.1 To achieve and maintain 100% success with site specific inductions.
- 1.2 To achieve an incident rate as a company (IR) better by 10% than the previous year.  
(Construction Industry average is 1300)
- 1.3 To analyse the third party (subcontractor) non-compliance's and implement improvements.
- 1.4 To enter for and maintain progress with the ROSPA Awards, achieving better awards year on year.

#### **2.0 Environmental**

- 2.1 To maintain the number of incidents below industry average
- 2.2 To develop documented environmental procedures, to aid compliance with legislative requirements.
- 2.3 To analyse the third party (subcontractor) non-compliance and implement improvements.
- 2.4 To establish environmental goals for each site to achieve.
- 2.5 To ensure full compliance with waste disposal requirements

#### **3.0 Health**

- 3.1 To develop a Health Policy within our organisation addressing the highest risk personnel first.

#### **4.0 Enforcing Authority**

- 4.1 To maintain the low level of enforcement notices received.

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### **5.0 Training:**

5.1 To achieve compliance with the requirements of the safety & environmental training policy within the following time scale.

50% by end 2002

75% by end 2003

100% by end 2004

5.1.2 To achieve 100% for employee and subcontractor induction into the relevant projects

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Appendix 4.

### **Health, Safety & Environmental Training Policy**

We have a policy of ensuring its staff and operatives are suitably trained to undertake the tasks they carry out.

Should the minimum standards set be deemed not suitable, then the Contract Manager will address for the individual job requirements.

An eighteen month training plan will be developed to ensure the needs of the business are maintained and training needs are resourced.

In general terms, training will be refreshed at intervals not exceeding three years.

