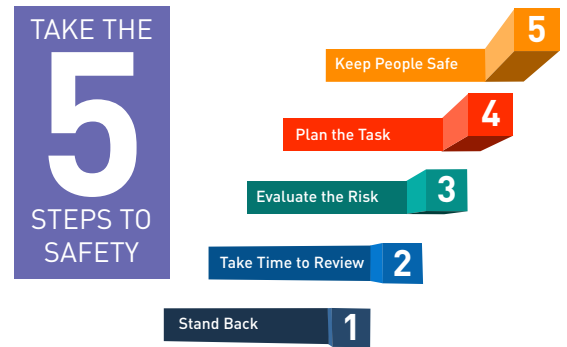


Site Execution Plan - Template Checklist



- o Site Review meeting arranged with project team.

Layer 1

Demonstrate site from day 1 depicting the following:

- o PC Roads and Sewers Compound position
- o Extent and timings of Phase 1 roads and sewers including balancing ponds
- o Site Security
- o Environmental controls as required
- o Spoil positions

Layer 2

Demonstrating site from 1st road completion depicting the following:

- o Temporary Compound provisions
- o Temporary Storage provisions.
- o Revised Road & Sewers compound location
- o Updated spoil positions
- o Updated environmental controls
- o Key Signage
- o Extent of phase 2 roads and sewers
- o Mains laying programming
- o Extent of first foundations

Layer 3 - Multi element sheet depicting detail of Show Home build execution by week demonstrating the following:

- o Extent of show home infrastructure works before superstructure including timings
- o Marketing Suite Programme and extent of programme at this point including timings
- o Show Home Programme and extent of works at point of opening

Detail to include:

- o Extent of landscaping
- o Detail of stages of plots in build surrounding the area
- o Gating and hoarding provisions
- o Signage locations



Site Execution Plan - Template Checklist



Layer 4 - Execution to establishment of main compound depicting the following:

- o Compound position
- o Linear storage locations and silo positions
- o Linear parking locations
- o Spoil locations
- o Groundworks compound
- o Haul Road.
- o Initial route to build.
- o Core walkways and key traffic management features
- o Environmental provisions
- o Phase 1 build routes

Layer 5 - Overall Cradle to grave execution plan depicting the following:

- o Route to Build
- o Haul Roads
- o Build Breaks
- o Road Phasing
- o Key Environmental controls

Layer 6 - Exit Strategy depicting the following:

- o Exit strategy compound position
- o Exit strategy storage position
- o Exit strategy storage position
- o Detailed final build route



OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

02 RISK ASSESSMENT



Version Control	Date
V2.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 *Scope of the Barratt Redrow Standards that must be followed*

This document covers:

- Risk assessment.

2. SHE Policy and Controls



The SHE Policy states:

- All work activities must have a risk assessment that is undertaken.
- Contractors Safe Systems at work (SSOW) must be reviewed before commencement of work on site.
- All workers to be briefed by their Supervisor on the content of the safe system of work



The Primary SHE Controls are:

- SHE Form 73 is required to be populated with the details of all risk assessments.
- Risk assessments should be recorded on SHE Form 54 and SHE Form 15 (Method Statement Proforma high risk activities) for activities undertaken by persons directly employed by the Group.
- SHE Form 14 is required to be completed by a competent member of the site team but must be approved by the senior member of the Site Management team prior to work commencing.
- Evidence of briefing must be available for review prior to workers commencing on site
- Safe Systems of Work should be reviewed every 12 months by the site management to ensure the controls remain relevant.
- SHE Form 73 completed to confirm contractor's safe systems of work have been reviewed.



The SHE Relationship states:

- [SHE Form 73 Safe System of Work Index](#)
- [SHE Form 54 Generic Risk Assessment](#)
- [SHE Form 15 Method Statement Proforma](#)
- [SHE Form 14 Safe System of Work Evaluation](#)

3. Risk Assessment

1.0 Introduction

Risk assessment is a legal requirement under the Management of Health and Safety at Work Regulations. In addition, topic specific assessments are required by associated legislation such as fire, manual handling, display screen equipment, substances hazardous to health, noise, young persons, new and expectant mothers and provision and use of work equipment.

Risk assessments do not have to be complicated; the level of detail contained in them should be relevant to the level of the risks involved with the activity. In many cases a risk assessment will lead to the clarification and documenting of procedures that are often already in place. The analytical process involved with risk assessment and control can also result in efficiencies in existing processes being identified.

Risk assessments can also assist in the identification of requirements for, and levels of, instruction, information, training and supervision that may be required for the activity.

2.0 Specific Risk Assessments

The Occupational Safety, Health and Environmental system contains references and requirements for risk assessment. Policies for control of specific risks have been evaluated and where reasonably practicable control measures required by the Group have been detailed in the relevant Barratt Redrow Standard associated with the function or activity. Where controls have not been detailed risk assessments will be required.

Topic specific risk assessments are detailed as follows:

Topic	Barratt Redrow Standard (BRS)	SHE Form
Manual Handling	BRS 08	SHE Form 79
Control of Hazardous Substances	BRS 10	SHE Form 72
Display Screen Equipment	BRS 11	SHE Form 23
Temporary Works	BRS 18	SHE Form 95
Young Persons	BRS 22	SHE Form 25
Sales Centres	BRS 23	SHE Form 07
Customer Services	BRS 24	RA 06
New and Expectant Mothers	BRS 25	SHE Form 82
Fire	BRS 32	SHE Form 100
Contractors Safe Systems of Work	BRS 36	SHE Form 14
Sustainable Drainage	BRS 01	SHE Form 86
General Risk	Various	SHE Form 54
High risk or complex activities	BRS 36	SHE Form 15
Noise		SHE Form 56
Home Workers	HR Procedure	SHE Form 74

3.0 Group Specific Risk Assessments

The Group has provided assessments on SHE Form 54 and SHE Form 15 for activities undertaken by persons directly employed by the Group. These should be reviewed and adopted by the site or function by the Site/Line Manager and briefed to those who are directly affected.

These assessments are located on Docushare – SHE Policies and Procedures – Risk Assessments.



4.0 Definitions

For the purpose of this policy the following definitions apply:

- **Hazard:** Something with the potential to cause harm
- **Risk Rating:** The overall judgement of the level of risk which may arise from the hazard, based upon the likelihood of the event occurring and the potential severity of the consequence
- **Control Measures:** Method used to reduce or control risks arising from identified hazards
- **Residual Risk:** The level of risk remaining once control measures have been applied to reduce risks so far as is reasonably practicable

5.0 SHE Form 54 – Risk Assessment

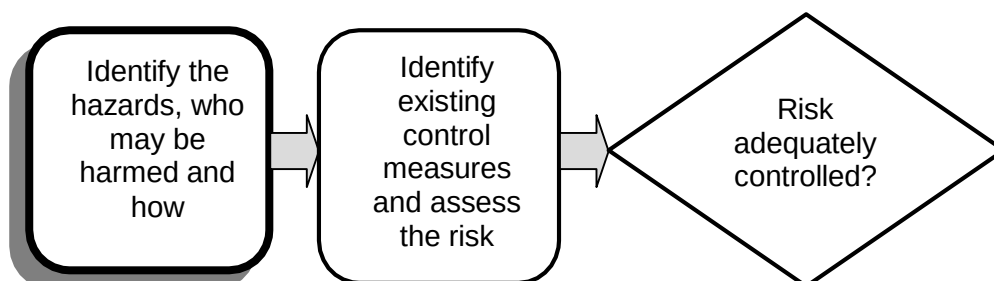
5.1 Introduction

This assessment form (**SHE Form 54**) can be utilised to assess work activities of employees which are not considered to be high risk or complex or which would require a significant degree of sequencing. Where this is the case, a review should be undertaken via SHE Form 15 – Method Statement Pro-forma.

However, the process detailed below will assist with the identification of hazards and evaluation of risk for all work activities.

5.2 Hazard Identification

Whenever possible adopt an approach to risk assessment that involves employees who have practical experience of the activity being assessed, as they often have the best awareness and understanding of the hazards involved with the activity and know how the activity is actually carried out.



All hazards associated with each activity and all groups of persons which may be exposed to those hazards should be identified. Hazards can arise from the use of materials, substances, equipment and the location that the activity is carried out in.

To assist in hazard identification:

- Observe the task to be assessed and the environment that it is to be carried out in, to identify what occurs.
- Speak to and involve the persons who undertake the task
- Refer to any existing risk assessments.
- Review incident and ill-health records relevant to the activity.

Refer to legislation, supporting approved codes of practice and Health and Safety Executive (HSE) guidance documents, British Standards, industry / trade association guidance, manufacturers / supplier information

Persons who may be exposed to the hazards can include employees, contractors, delivery drivers, visitors and members of the public etc.

A list of hazards with the potential to cause harm has been provided on the form. This is not an exhaustive list but can be added to expand upon in order to ensure that the risk have been adequately addressed.

5.3 Risk Evaluation and Estimation

Once hazards associated with activities have been identified, it becomes necessary to establish what the potential hazardous outcomes or events could be associated with the hazard.

When identifying who could be harmed, identify how they could be harmed.

Consider: **Who** could be harmed? **By What?** and **How?**

The next stage is to examine **the likelihood** of a hazardous event occurring.

Once likelihood has been determined the probable **severity** of the hazardous event, should be considered. Consequences can be considered in terms of severity of potential injury.

Likelihood	
Rating 1	Very Unlikely
Rating 2	Unlikely
Rating 3	Likely
Rating 4	Very Likely
Rating 5	Almost Certain

Severity	
Rating 1	No injury
Rating 2	Minor injury or illness
Rating 3	7 day injury or illness
Rating 4	Major injury or illness
Rating 5	Fatality

This risk evaluation process helps to determine the significance of the risks associated with the hazards. The number of people who may be affected by a hazard is a relevant consideration during risk estimation.

Severity	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
Likelihood						

The matrix above should be utilised to evaluate the level of risk

Risk assessment is the overall judgement of the level of risk arising from the hazard, based upon the **likelihood** of the hazard occurring and the potential severity of the **severity**, taking into account existing risk control measures that are already established to be placed to reduce / control the risk. Using the risk matrix as a guide, the level of risk should be assessed to identify the **risk rating**.

The table below provides additional guidance on the categories detailed in the tables above.

Likelihood	Description
Almost certain	Expected to occur in most circumstances.
Very Likely	Will probably occur in most circumstances.
Likely	Might occur at some time.
Unlikely	Not expected but conceivable, could occur sometime.
Very Unlikely	Not expected and would only occur in exceptional circumstances.
Severity	Description
Fatality	Fatality or multiple fatalities due to injuries. Severe illness which may prove fatal.
Major injury or illness	An injury arising from work activities detailed in the RIDDOR Regulations as reportable e.g., fracture to arm or leg, amputation of an arm, hand, finger or loss of consciousness caused by a head injury.
7-day injury or illness	Over 7-day injury arising from work activities resulting in the injured party being absent from work or unable to undertake their duties for over 7 days (not including the day of the accident).
Minor	Injury resulting in an absence from work or being unable to undertake normal duties for <7days.
No Injury	No potential injury

Once the matrix has been used to determine the risk rating it is then possible to use the table below to establish the appropriate actions required.

Risk Rating		
11 - 25	Unacceptable	Element of the work should not be started or continued until the risk has been reduced. Additional risk control measures required.
5 - 10	Further Review	Often risks can be reduced by improving controls. Risks may be acceptable in situations where consequences are potentially medium, but the likelihood of incidence has been reduced significantly.
1 - 4	Low	Low risks are acceptable unless there are low-cost solutions which removes the risk and improves the working environment.

5.4 Risk Control Measures

Suitable and sufficient risk control measures should be identified and implemented to ensure that all risks are appropriately controlled to prevent injury, ill health and to comply with legislative requirements. All risk control measures will follow the hierarchy of risk control stated in 5.5.

Risk control measures are methods used which reduce/control risks arising from the hazard.

Control measures must consider any relevant legal requirements which establish the minimum levels of risk control. Where additional control measures are required to reduce the risk, they should be considered according to the order in the following hierarchy of risk control which, as well as being in order of effectiveness to control risks, is also in order of the minimum amount of managerial effort required to maintain them.

5.5 Hierarchy of risk control

When considering control measures consider the hierarchy of control as follows.

Hierarchy of risk control	
Eliminate the risk	Avoid the risk altogether by removing the hazard or no longer undertaking the activity.
Substitute the risk	Reduce the risk by replacing the hazard or activity with one which entails a lower risk.
Control the risk (physical)	Control the risk by physical isolation or separation of people from the hazard.
Control the risk (procedural)	Control the risk by procedural methods which are understood and effectively implemented; safe systems of work, information, training, instruction, supervision, etc.
Protect the Individual	Protect the individual by the provision of personal protective equipment.



When considering additional control measures, it should be ensured that they will not introduce any new hazards.

When the control measures have been identified and agreed they should be implemented and monitored to ensure they are effective.

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

05 ACCIDENT, INCIDENT, ENVIRONMENTAL AND MANDATORY OCCURRENCE REPORTING



Version Control	Date
V3.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

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1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Accident, incident and environmental reporting.

2. Definitions

The following definitions are to give clarity on different types of safety events, from positive interventions through to more serious injuries. These definitions are to be used when reporting an event onto Logincident.

Category Accident/Incident	1	This category is for fatal accidents.
Category Accident/Incident	2	This category is for all RIDDOR Reportable Injuries, Dangerous Occurrences (RIDDOR), Occupational Diseases (RIDDOR) and Serious Environmental Incidents.
Category Accident/Incident	3	This category is for all Damage Only Incidents.
Category Accident/Incident	4	This category is for Minor Injuries and Minor Environmental Incidents, and Near Misses.
RIDDOR		Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
Fatal Accident		Any accident which results in the death of one or more person(s) arising from a work activity. NOTE – this would not include death from natural causes, existing medical conditions, or any other cause not arising from a work activity.
RIDDOR Reportable Injuries		As defined by RIDDOR, this includes: Specified Injury (RIDDOR) - An injury arising from work activities detailed in the RIDDOR Regulations as reportable e.g., fracture to arm or leg, amputation of arm, hand or finger or loss of consciousness caused by head injury. Over 7-Day Injury (RIDDOR) - An injury arising from work activities resulting in the injured party being absent from work or unable to undertake their normal duties for over 7 days (not including the day of the accident). Member of the Public (RIDDOR) - An injury arising from work activities resulting in a member of the public sustaining an injury that requires them to be taken immediately from the site of the accident to a hospital for treatment in respect of that injury.
Dangerous Occurrence (RIDDOR)		Any incident which does not result in an injury but is defined as a Dangerous Occurrence in the RIDDOR Regulations e.g.: • Collapse of a substantial part of scaffolding more than 5 metres in height. • Collapse, overturning or failure of any load-bearing part of any lifting equipment, other than an accessory for lifting. • Plant or equipment coming into contact with overhead power lines etc.
Occupational Diseases (RIDDOR)		A disease listed in the RIDDOR Regulations, e.g., Carpal Tunnel Syndrome where the person's work involves regular use of percussive or vibrating tools, Hand Arm Vibration Syndrome.
Serious Environmental Incident		An event which causes serious environmental harm and/or is a breach of legislation, including notification (letter or email) from an enforcement authority (EA, NRW, Local Authority, Natural England,

	etc.) confirming a fine or prosecution due to a breach of any permit, consent, or licence (including planning consent). E.g.: • A major spillage (greater than 20 litres) of a hazardous substance and/or resulting in an uncontrolled discharge to a watercourse, a sewer and/or into permeable ground and/or resulting in serious damage to the environment. • Loss greater than 1 litre of hazardous substance onto non-hard standing in a sensitive environment. • Damage to habitat of a protected species and/or disturbance to and/or causing the death of a protected species (including TPOs). • Spread of invasive or injurious weed outside of the Construction/Office site boundary. • Silt run-off which leaves the boundary of the Construction site boundary. • Pollution originating from outside boundary of site but passing through in an uncontrolled manner, allowed to continue to pollute areas outside the site. NOTE: These will include Environmental incidents that occur on sites in the control of an External Principal contractor.
Damage Only Incidents	This includes: Service Strikes - An incident in which services (live or dead) (e.g., gas, electric, water, communications) are struck either with hand tools or plant but do not result in any injury or are not reportable as a Dangerous Occurrence, as defined in the RIDDOR Regulations. Vehicle Collision - An incident arising from a vehicle collision e.g., a vehicle striking another vehicle or a building, scaffolding or structure, where there is no injury sustained but at least one of the vehicles is a construction vehicle e.g., telehandler, dumper, excavator, etc. It would also include an incident involving any vehicle, including delivery vehicles, colliding with another vehicle or structure in the construction area. Overtipping Plant - An incident when a piece of plant overturns but does not result in injury and is not a piece of lifting equipment reportable under the RIDDOR Regulations. Fire and/or Explosion - Any fire and or explosion which does not result in an injury and would not be reportable under the RIDDOR Regulations. Collapsing structure - Any collapsing structure e.g., blow down of wall, where the resulting rubble is less than 5 tonne and does not result in an injury and is not reportable under the RIDDOR Regulations.
Lost Time (Minor Injury)	An injury arising from work activities that causes the injured party to be absent from work or unable to undertake their normal duties for 1 to 7 days (not including the day of the accident) and which is not a Specified Injury as defined in the RIDDOR Regulations.

No Lost Time (Minor Injury)	An injury which is either self-treated, receives first aid or medical attention but is not a Specified Injury as defined in the RIDDOR Regulations, and the injured party would be able to return to work immediately after the incident or any first aid treatment.
Member of the Public (Minor Injury)	An injury sustained by a Member of the Public arising from work activities which does not require them to be taken immediately from the scene of the accident to a hospital for treatment in respect of that injury.
Minor Environmental Incident	An event which causes minor environmental harm and has the potential to lead to a major incident if not controlled and managed. Also, any warning notification (letter or email) received by an enforcement authority (EA, NRW, Local Authority, Natural England, etc.) due to a potential breach of any permit, consent, or licence (including planning consent). E.g.: • Loss of up to 20 litres of hazardous substance onto hard standing in a non-sensitive environment. • Loss of up to 1 litre of hazardous substance onto non-hard standing in a sensitive environment. • Finding/identifying protected habitat/species or invasive/injurious weeds after work starts. • Spread of invasive or injurious weed but contained within the Construction/Office site boundary. • Pollution originating from outside the boundary of the site, but controlled and managed to prevent onward pollution. • Contaminated land identified not previously aware of.
Building Safety Occurrence	A building occurrence is an incident in a higher risk building (at least 18m in height or has at least 7 storeys) involving, or risk that could cause. • structural failure, which poses a risk to people in and around the building • the spread of fire or smoke, which poses a risk to people in and around the building. If it meets the criteria of what must be reported to the Building Safety Regulator (BSR), a mandatory occurrence report must be submitted. Examples of building safety occurrences that should meet the criteria of what must be reported to the (BSR) include: • defective building work, including defective competent person scheme work that has been done as part of the wider building work • fire safety issues likely to result in the spread of fire • the use of non-compliant products or incompatible compliant products in the construction of the building • inappropriate or incorrect installation of construction products • product failure against specification and claimed performance
External Principal Contractor Incidents	When an accident/incident occurs and is reported by an External Principal Contractor appointed by Redrow and working on a Redrow owned site.

Near Miss	A near miss is an unplanned event that had the potential to cause either injury to a person, damage to plant and equipment or harm to the environment that may have led to business interruption during a day-to-day activity whilst at work.
Positive Observation	A positive observation of process or work activity, where Industry best practice, Barratt Redrow Standard procedures or Contractors approved safe system of work are being achieved or substantially exceeded.
Medical Incident	This is an incident involving a medical event e.g., heart attack, epilepsy, asthma attack but which is not caused by a work activity.
Legal Privilege	This entitles a party to withhold evidence from production to a third party or the court. This evidence may be either written or oral.

3. Types of Reportable Incidents (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations – RIDDOR)

Some Incidents may also be reportable to the HSE under the RIDDOR regulations. These are detailed below:

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.

Specified injuries to workers (see HSE website for full list and full clarification)

- Fractures, other than to fingers, thumbs and toes
- Amputations
- Any injury likely to lead to permanent loss of sight or reduction in sight
- Any crush injury to the head or torso causing damage to the brain or internal organs
- Any burn injury (including scalding) which:
 - Covers more than 10% of the whole body's total surface area or
 - Causes significant damage to the eyes, respiratory system or other vital organs
- Any 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:
 - Leads to hypothermia or heat-induced illness
 - Requires resuscitation or admittance to hospital for more than 24 hours

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.

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

Over seven-day incapacitation of a worker

Injuries 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.

4. Environmental Incidents to be reported to the Environmental Agency, Natural Resources Wales or Scottish Environmental Protection Agency

The following incidents must be reported to the relevant authority:

- 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

5. Internal recording of Safety, Health and Environmental Incidents and Interventions

The Policy states:



All Safety Health and Environmental Incidents/interventions detailed in the definitions, (section 1) must be recorded/reported by the relevant Line manager or Site Management on Logincident.

The Primary Control is:



SHE Managers will be allocated to Operating units/Divisions and will receive notifications of any reports submitted on Logincident which relate to their allocated Divisions. The SHE Managers must review all reports submitted and evaluate what additional action must be taken. Where required further investigations and complying a report may be required.

If an Injury/Incident is reported in an office, the Office Manager must complete a SHE Form 11 and send it to the Group SHE Administrator who will upload the information onto Logincident.

If an Injury/Incident is reported in a Sales Centre, SHE Form 11 must be completed by the Sales Manager and sent to the Group SHE Administrator.

Reports on Logincident must be reviewed and closed out by the following roles:

Incident Type	SHE Team Action	Action by others
Incident	Review, add notes, close-out	
Injuries	Review, add notes	Close-out by SHE Administrator only
Lost Time Injuries	Review, add notes	Close-out by SHE Administrator only
Near Miss	Review, add notes, close-out	
Non-Conformance	Review only	Division to close-out
Dangerous Occurrence	Review, add notes, close-out	
Positive Observation	Review only	Close-out by Group Head of SHE only
Environment Agency Visit	Review, add notes, close-out	
Environmental Incident	Review, add notes, close-out	
Service Strike Reports	Review, add notes, close-out	



The Relationships are:

[Logincident User Guide](#)

6. Statutory Reporting of Health and Safety Injuries or Incidents

The Policy states:



Where an incident falls into one of the categories defined in the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations, notification must be provided to the Health and Safety Executive or Local Authority (Enforcing authority).

The Primary Controls are:



If there is a reportable incident involving a direct employee/labour only worker/individual supplied by an agency or if the Group are deemed 'in control of the premises' the notification to the enforcement authority will be undertaken by the Divisional SHE Manager.

If reportable 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.

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. The verification process will be managed by the Group Head of SHE.

Reports to the HSE must be undertaken as follows for Fatalities, Specified Injuries, Dangerous Occurrences and Members of the Public:

- notification to the relevant enforcing authority of the reportable incident by the quickest practicable means without delay; and
- a report of that incident in an approved manner to the relevant enforcing authority within 10 days of the incident.

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.

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.

Details of all reportable incidents will be collated by the Group SHE Administrator who will maintain a central record.

A summary of the reportable injuries recorded each month will be provided to the Group Board in a report compiled by the Group Construction and SHE Director/Group Head of SHE.

7. Accident, Incident and Environmental Investigations

The Policy states:



Where an incident is deemed Reportable under RIDDOR or the incident is deemed such that an investigation is required, the Divisional SHE Manager (or other appointed member of the SHE team) is responsible for ensuring an investigation and report is completed under the direction of the Group Head of SHE.

The Primary Controls are:



Investigation reports should be completed within 4 weeks of the incident occurring. If an extension to this is required, it must be approved by the Group Head of SHE. The report will remain private and confidential and only distributed to the Group Head of SHE or the Group Construction and SHE Director.

The Group will collate and review Reportable Injury data and will regularly publish its overall Injury Incidence Rate

There may be some investigations where it will be considered necessary to involve Legal Counsel to support the investigation and to invoke legal privilege. This will be arranged by either the SHE Manager or the Group Head of SHE.

An investigation report will consider the following but other relevant information may be required. Any learning which is established resulting from an incident will be clearly defined and an action plan developed and retained by the Division.

- 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
- Copy of the site signing in book, electronic record from the Induction QR code or site security turnstile record.
- 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, 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 Redrow 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 / Toolbox Talks prior to incident
- Additional information may be requested by the Divisional SHE Manager as required

On completion of the Accident/Incident Investigation Report an Accident/Incident Action Plan should be issued to the Division which highlights the SHE Managers findings and any Recommendations. The Divisional Representatives should ensure that the SHE Managers Recommendations are "Closed Out" and a signed/dated copy of the actioned Accident/Incident Action Plan should be sent to the Construction Secretary, so that it can be retained at the Divisional Office.

8. Reportable Injury Incidence Rate

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

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.

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 (Monday to Friday).
The following are not included in the average number of persons:
 - Visitors to site
 - Members of public
 - Delivery drivers
 - Operatives on site where we are not defined as Principal contractor (Client only sites)

The data for the average number of persons is collated by Group Finance using the following information:

- 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

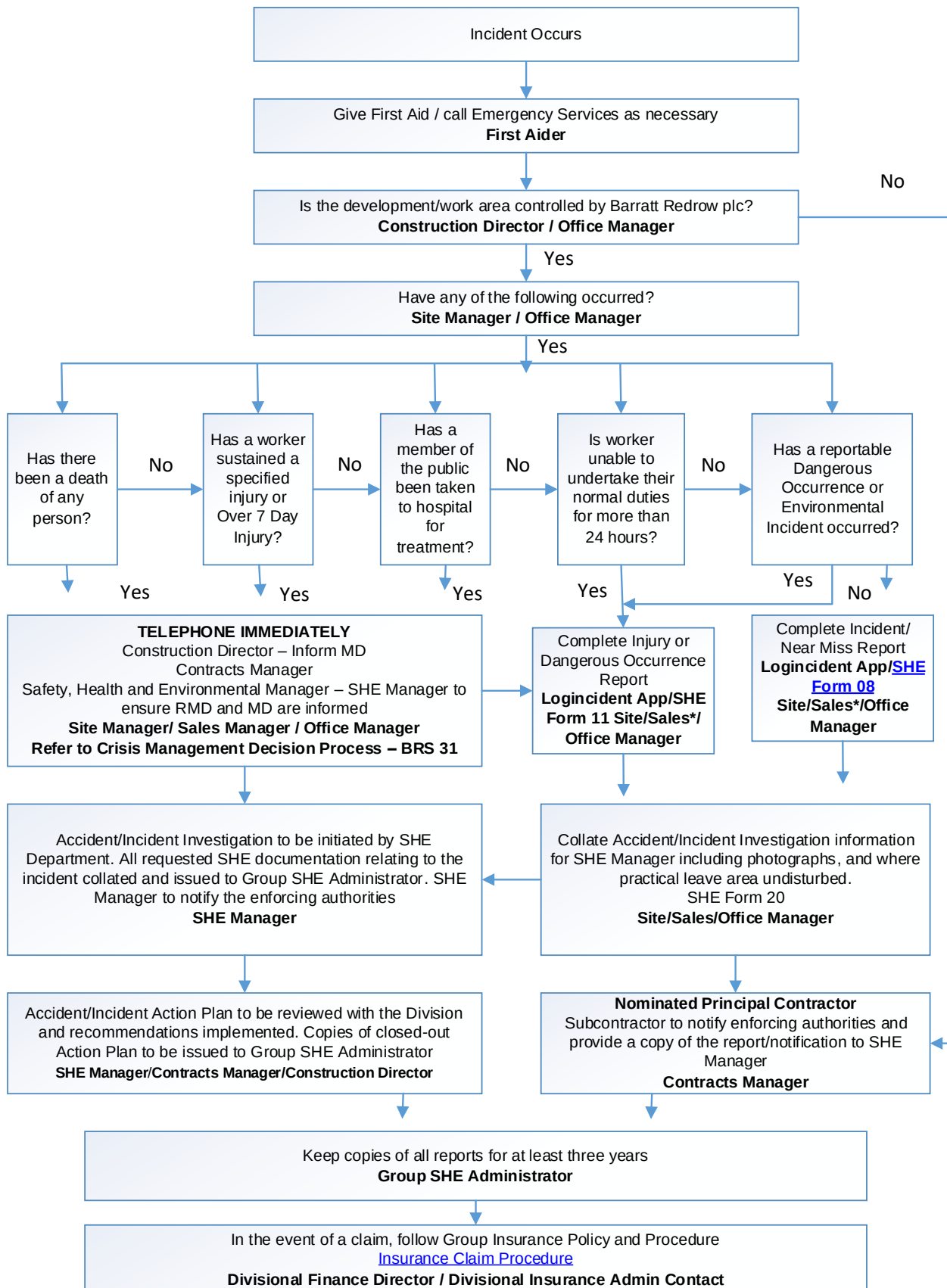
¹ excludes bank holidays

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.

Injury Incidence Rate is calculated as follows:

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

Group Finance are responsible for collating the Injury Incidence Rate based on the injury data provided by the Group Head of SHE.



* 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 the SHE Administrator.

9. Building Safety Act – Mandatory Occurrence Reporting

The Policy states:

Building Safety Occurrences must be reported to the Building Safety Regulator

A mandatory occurrence notice, and report must be made when a safety occurrence has caused, or is likely to cause:

- the death of a significant number of people
- serious injury of a significant number of people



A safety occurrence is an incident involving, or a risk that could cause:

- structural failure of the building
- the spread of fire or smoke in the building

A safety occurrence is something which if not remedied, could cause serious harm to people when the building is in use.

A report must be submitted even if the safety occurrence is remedied immediately. The only exception is if we remedy issues to ongoing building work, which are unlikely to risk significant numbers of death or serious injury.

The Primary Controls are:

Where BDW Trading Ltd is deemed Principal Designer and/or Principal Contractor we must submit mandatory occurrence notices and reports, during:

- construction of a new higher-risk building
- work on an existing higher-risk building, including work that causes it to stop being a higher-risk building
- work on an existing building that will make it a higher-risk building



A higher-risk building has at least:

- 7 storeys or is at least 18 metres high
- 2 residential units or is a hospital or a care home

Building Safety Occurrences must be reported as soon as possible when an incident occurs, or a risk is discovered and a full report is submitted to the Regulator within 10 days of the incident occurring or the risk being discovered.

Reports must be agreed with the Group Construction and SHE Director and the Group Head of Legal before being submitted.

The report must detail:

- the mandatory occurrence notice reference number
- the building registration application reference or address if the building is occupied
- the building control application reference number if the building is in design or construction and construction work has started
- contact details, the name of our organisation and its involvement in the building
- the incident or risk being reported and when and how we became aware of it
- what happened, or has the potential of happening
- who is involved and the effect on them
- what has been done and plan to do to keep people safe
- any supporting information, such as documents, videos or photos

Additional Guidance

Safety occurrence examples:

Some examples that could meet the criteria of what to report to BSR, include:

- defective building work, including defective competent person scheme work which is part of the wider building work
- fire safety issues likely to result in the spread of fire
- the use of non-compliant products or incompatible compliant products in the construction of the building
- inappropriate or incorrect installation of construction products
- product failure against specification and claimed performance
- faults in the design plans, caused by either design software or human error

Change control applications

If a mandatory occurrence report is submitted we may also need to make a change control application.

For example, during construction it is discovered the load points in the design plans have been miscalculated. If this is not remedied, it could cause structural failure and risks death or serious injury to a significant number of people when the building is in use.

This meets the criteria of what to report to BSR and a mandatory occurrence notice and report must be submitted.

To correct the plans, we must also submit a change control application and request a major change to the building control application.

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)

During any building work, if someone has died or has been injured because of a work-related incident we may need to make a RIDDOR report.

If an incident is reported under RIDDOR, you must also submit a separate mandatory occurrence notice and report if the incident meets the criteria for mandatory occurrence reporting

For example, during building work, part of a building collapses and injures people. The principal contractor reports the incident under RIDDOR. The principal contractor also submits a mandatory occurrence notice and report, as the incident involves structural failure, which if not remedied risks death or serious injury to a significant number of people when the building is in use.

10. Incident Review Panel (IRP)

10.1 Scope

An IRP which would be held for significant incidents as deemed by the Group SHE Director and Group Head of SHE and chaired by the Chief Operating Officer, and this would be a sub-committee of the SHE Operations Committee.

10.2 The Aim of the IRP

IRP supports a systematic approach to the review of significant accidents where a fatality occurred, that had the potential to cause life changing injuries and environmental incidents that had an irreparable impact and affected our moral and legal obligations.

The incident review panel will review the incidents with the aim of answering the following questions:

- Has the incident investigation established the root cause to the incident
- Will the corrective actions prevent reoccurrence
- What further actions are required across the wider business?

The meeting will be chaired the Chief Operating Officer and there would be the following in attendance:

- Group Construction and SHE Director and the Group Head of SHE
- Relevant Regional Managing Director
- Relevant Managing Director and Construction Director who will lead on providing an overview and learning outcomes
- SHE Manager responsible for the investigation
- Representatives from Technical and other Business areas, depending upon the nature of the incident.

10.3 Process

- The Managing Director and Construction Director will be expected to give an overview of the investigation findings and actions taken, presented on a standardised template.
- This template will be circulated ahead of the meeting enabling the attendees to be briefed on details prior to the review discussions.
- There may be instances where an incident is under legal privilege. In this instance, legal counsel will be sought on what information can be shared, but this should not prohibit a business review to establish if there are wider actions that need to be taken to prevent reoccurrence.
- Meeting minutes will be issued to the same distribution list for the SHE Operations Committee.
- Action logs will be tracked through the SHE Operations Committee.

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

06 MONITORING, REPORTING & AUDITING OF SAFETY HEALTH & ENVIRONMENTAL STANDARDS



Version Control	Date
V3.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control is:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director, (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Monitoring, reporting and auditing of safety health and environmental standards within the Group's homebuilding Divisions, and offices.

2. Monitoring, Reporting and Auditing of Safety, Health and Environmental Standards



The SHE Policy states:

The Group will have defined monitoring, reporting and auditing processes in place which comply with the requirements of ISO 45001 and ISO 14001, and provides governance for SHE within the business.

The Primary SHE Controls are:

SHE Governance

- 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.

SHE Monitoring

- Divisional Safety, Health & Environmental Managers conduct monitoring visits, at least every four weeks, to each development. This comprises:
 - - I. Review of documentation i.e. the records to be maintained.
 - II. Site based activities such as visual inspection of the development.
 - III. Preparation of a report based on that visit.



Internal Audits

- Annual internal audit of the SHE standards across all operational units will be undertaken by Group Safety, Health & Environmental team.

External Audits

- Each Division is reviewed every three years by external accreditors of the Occupational Safety, Health and Environmental Management System and its application in all operational units against the recognised international standards, listed below. An annual external review will be undertaken at Group level.
 - ISO 14001
 - ISO 45001

Further detail on specific controls for monitoring, reporting and auditing are detailed in the flowcharts below



The SHE Relationship states:

Reference should be made to the following procedure documents.

[BRS 20 Supervision of Construction/Building Operations](#)
[SHE Form 10 Surface Water Management Inspection](#)
[SHE Form 10a Surface Water Management Inspection Close Out](#)
[SHE Form 12 Post Plot Completion Inspection of a Development](#)
[SHE Form 13 Divisional Board Safety, Health & Environmental Report](#)
[SHE Form 16 Site Diary](#)
[SHE Form 17 SHE Non-Conformance Report](#)
[SHE Form 18 Contracts Managers /Project Directors SHE Tour](#)
[SHE Form 29 Site Management SHE Tour](#)

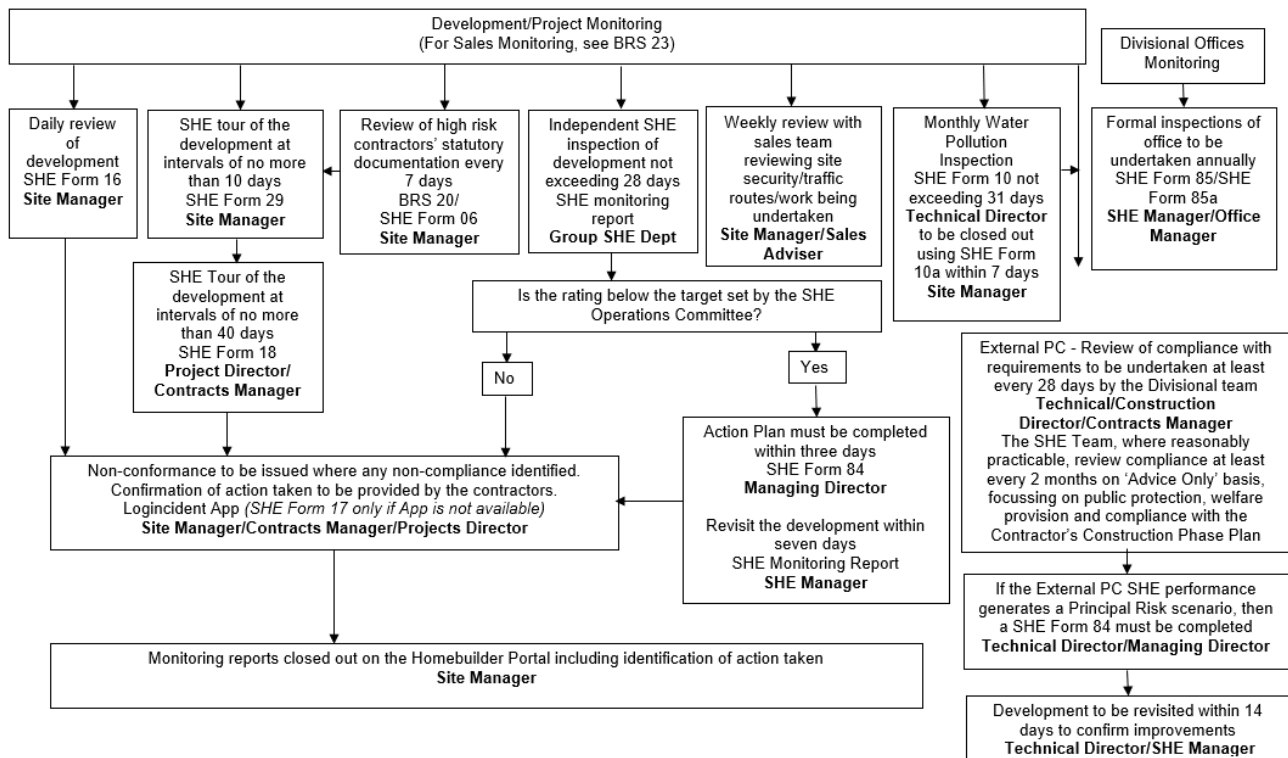
[SHE Form 84 SHE Monitoring Action Plan](#)
[SHE Form 85 Office SHE Inspection](#)
[SHE Form 85a Sustainable Drainage Risk Assessment](#)
[SHE Form 112 Quarterly Sales Office Review](#)

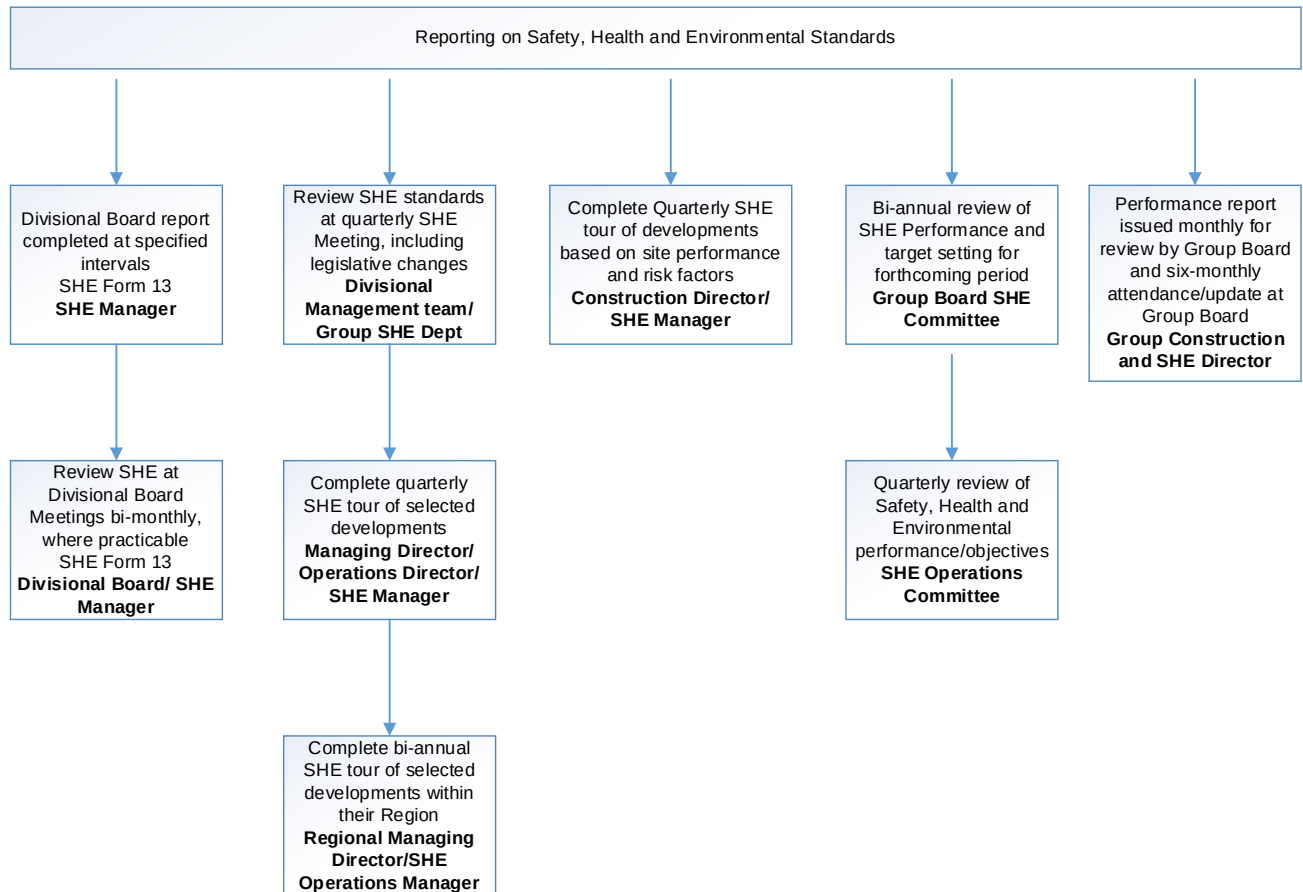
Additional Mandatory Controls

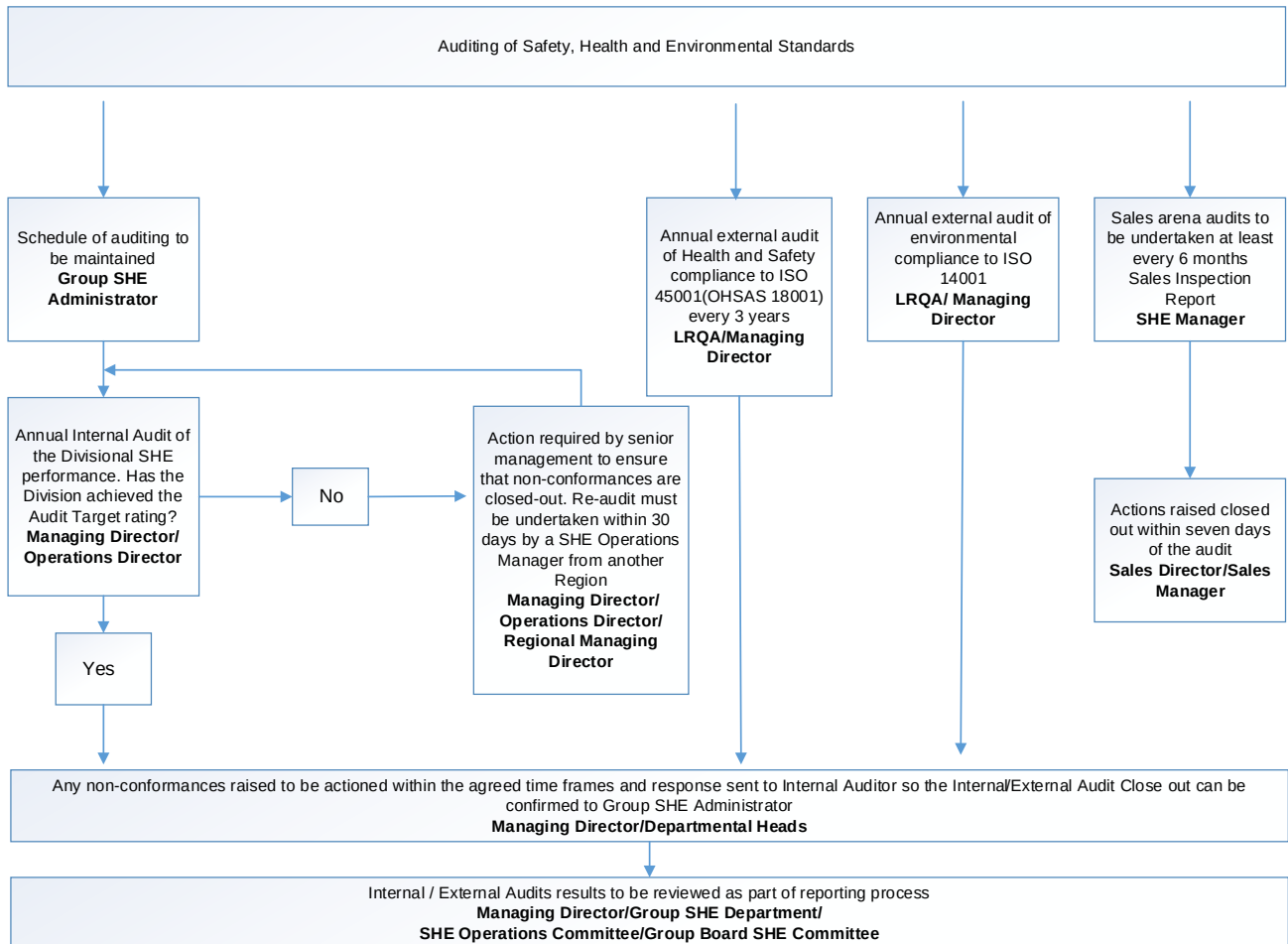
- All sites will be reviewed by the SHE Manager until all construction activity is completed, including public open spaces, play areas and infrastructure works. SHE monitoring shall remain as scored/rated inspections where the division remains as Principal Contractor.
- Monitoring by the SHE team will continue until work has been completed or completed satisfactorily pending adoption works for roads.
- The whole development must be reviewed with the Contracts/Project Manager prior to the SHE team ceasing regular monitoring visits, and any items identified fully actioned.
- The site H-Code should remain active on the divisional site list for update to the Divisional Board until any infrastructure works has been completed.
- SHE Managers will liaise with the Divisional Technical Departments to consider which sites require completion of infrastructure works. When any infrastructure works is ongoing, monitoring should be undertaken by the SHE team.
- When a development has no permanent site management (i.e. it is plot build completed) but adoption works are still required and have not been completed, a review of the development must be completed every 2 months by the Division (Technical team unless agree by Managing Director that other Dept should manage) and recorded on SHE Form 12, until work is completed.

Enforcement Agency Visits:

The senior member of the Site Team must accompany any representative from a UK enforcing agency and liaise immediately with their respective SHE Manager post the visit to discuss any recommendations. Once the visit is completed a Logincident Report must be completed and submitted at the earliest opportunity.







OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

07 DEVELOPMENT INDUCTION AND SAFETY, HEALTH & ENVIRONMENTAL BRIEFINGS (SHEBs)



Version Control	Date
V3.1	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



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The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director, (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Development safety, health and environmental briefings (SHEBs).

2. SHE Policy and Controls

The SHE Policy states:



- Depending on the type of personnel that attend sites (Barratt Redrow plc Site Management, all personnel, and visitors), the Site Manager is responsible for ensuring that they are all appropriately inducted in accordance with the procedure.

The Primary SHE Controls are:



- All site-based inductions are to be recorded on the induction manager platform.
- The Contracts Manager is responsible for completing a SHE 18 form monthly, which requires performing a check of 3 randomly selected people to confirm that they have been inducted as per the policy.
- Documentation behind the induction is all retained electronically on the Induction Manager App.

The SHE Relationship states:

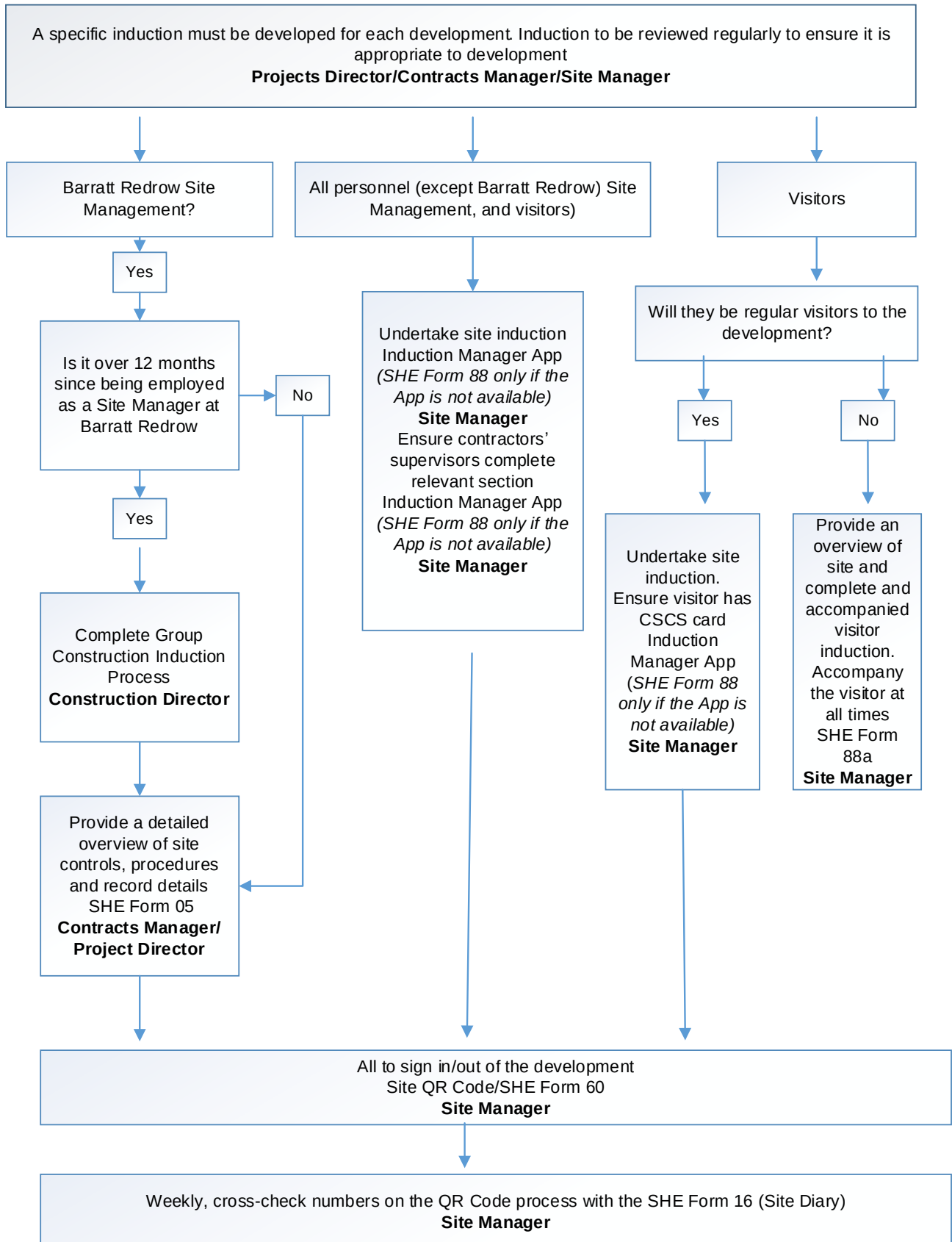


- [SHE Form 05 Construction Phase Safety, Health and Environmental Plan](#)
- [SHE Form 18 Contracts Manager / Project Directors SHE Tour](#)
- [SHE Form 21 Safety, Health and Environmental Briefings \(SHEBs\) / Alert/ Announcement Register](#)
- [SHE Form 29 Site Management SHE Tour](#)
- [SHE Form 62 Contractor Co-ordination Meeting High-Rise](#)
- [SHE Form 63 Contractor Co-ordination Meeting Low-Rise](#)
- [SHE Form 88 Site Induction Record](#)
- [SHE Form 88A Daily Accompanied Visitor Induction Record](#)

3. Development Induction and Safety, Health and Environmental Briefings (SHEBs)

Overview

This procedure provides guidance on the type of inductions that different levels of personnel are required to undertake.



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, if pertinent to the development
**Project Manager/Contracts Manager/
Site Manager**

Record attendance
SHE Form 21
For Alerts and Incidents, make reference to the Alert/Incident number when logging on Asite
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 complete a Group Induction (before attending site). When they then attend site, they must report to the Site Management to receive a site-specific induction prior to commencing any work. Waiting time will be at the subcontractor's cost.		Commercial Director
1.2	The Group Induction will only need to be completed once per year. Site Specific Inductions are also to be repeated annually.		Site Management
1.3	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
1.4	The subcontractor's supervisor must provide a copy of their supervisory qualification during the induction.		Site Management
1.5	Non-regular visitors to site who are always accompanied by a member of the site team, will complete a Daily Accompanied Visitor Induction.	<u>SHE Form 88a</u>	Site Management
1.6	The induction must be site specific and aim to last no longer than 20 minutes depending on site conditions.	Induction Manager App	Site Management
1.7	Delivery drivers are not required to complete a Group induction. Individuals operating Hiabs (or other lifting appliances) will be required to demonstrate competency to operate the plant via their organisations' competency process.		
1.8	Apprentices will be required to undertake an Operative's Health and Safety test as a minimum, which will provide the score report, valid for six months. Once enrolled onto their apprenticeship they can apply for their CSCS apprentice card. The site-specific induction will expire after 6 months ensuring that all details are updated with their correct card.		
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.		Site Management
2.3	Inform all, that no one must operate plant unless they have a CPCS/NPORS card.		

		Reference	Responsibility
3.0	Method Statements/Risk Assessments		
3.1	Ask if all understand and have access to a copy of their employer's risk assessments/method statements. If they do not, induction cannot continue.	Safe System of Work (SSOW)	Site Management
3.2	Outline how safety critical documentation is controlled and reviewed on site.	<u>SHE Form 14</u>	Site Management/ Contractors Supervisor
3.3	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.	<u>SHE Form 21</u> or contractors' own documentation.	Site Management
4.0	Identify key members of the site team		
4.1	Identify First Aider(s) etc. refer to the site organogram or responsibilities section in the SHE Form 05 (section 6).	<u>SHE Form 05</u>	Site Management
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.		Site Management
6.0	Contact details/Consultation		
6.1	Identify key people to consult on any matter on site. Provide contact details for the project.		Site Management
6.2	Provide details of consultation methods for the project.		Site Management
7.0	Reporting Procedures		
7.1	Identify procedure for reporting unsafe acts or injuries.		Site Management
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.		Site Management
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.		Site Management

		Reference	Responsibility
10.0	Drug and Alcohol Policy		
10.1	Explain the Group's drug and alcohol policy	<u>SHE Form 05</u> (Section 7) Group Drug and Alcohol Policy	Site Management
11.0	Site Boundary/Access/Traffic Routes/Welfare Facilities		
11.1	Use site plan (minimum A3) on induction room wall to identify pedestrian routes, muster points, alarms and general site layout. Talk about expected standards.	Site Traffic Management Plan/Plant Risk Assessment Board.	Site Management
11.2	Make all aware of the site security arrangement i.e. closed gate policy.	Site Traffic Management Plan	Site Management
11.3	Review areas where specific permits are required.		Site Management
12.0	Signing in and Out of a Development		
12.1	Signing in and out of a development shall be the QR code process, QR codes for the developments shall be displayed in prominent locations in and around the site compound area.	QR Code/Appendix 1	Site Management
12.2	Once a week a cross reference shall be undertaken with the QR code data, and the numbers cited on the SHE Form 16 for compliance and accuracy of data.	<u>SHE Form 16</u> /QR Code Data	Site Management
13.0	Environmental Issues		
13.1	Identify key environmental issues, including any wildlife preservation orders or Tree Preservation Orders.	<u>SHE Form 05</u>	Site Management
13.2	Review emergency arrangements including prevention of contamination.		Site Management
13.3	Identify any controls required for contaminated land.		Site Management
13.4	Discuss waste management plan including control and segregation of waste on site.	Waste Boards	Site Management
13.5	Prevention of excessive noise, vibration and dust.		Site Management
13.6	Storage and control of materials.		

		Reference	Responsibility
13.7	Over-pumping and any discharge consents and permits etc.	SHE Form 92	Site Management/Technical Director Site Management
14.0	Project Safety Initiatives		
14.1	Brief operatives on the Five Steps to Safety initiative and issue briefing cards.		
15.0	Site Supervisors induction – to be given to all in Supervisory roles		
15.0	Management/Monitoring of Site Safety		
15.1	Outline specific requirements of supervisors particularly the management of their own operatives and working environment.	<u>SHE Form 09</u>	Site Management
15.2	Must ensure all work is undertaken in accordance with specific method statement/risk assessment.	<u>SHE Form 14/SSOW</u>	Site Management
15.3	High-risk trades Supervisors must provide a weekly formal SHE inspections on their company's activities and present it to the Site Team. Low-risk trades Supervisors must provide a monthly formal SHE inspections on their company's activities and present it to the Site Team.	BRS 03 (Appendix 1) <u>SHE Form 06</u>	Contractors Supervisor
15.4	Permits to Work		
15.5	Review how permit systems work and their control. Use example of documentation.	<u>SHE Forms 44, 48, 90 and 91</u>	Site Management
15.6	Site Supervisors Meetings		
15.7	Review meeting format and frequency.	<u>SHE Form 62 / SHE Form 63</u> BRS 20	Site Management
16.0	Mobile Phones		
16.1	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. • Erecting/Dismantling Scaffold • Operating Plant/Machinery • Working in a Confined Space • Formwork Deck Leading Edge Works	<u>SHE Form 05</u>	Site Management

		Reference	Responsibility
	• Steel Erection • Lifting Operations • Banking vehicles • Dealing with flammable or hazardous substances		
17.0	Group Off-Site Induction on the Learning Management System (LMS)		
17.1	Tracking of the completion of the Group off-site inductions for colleagues will be through our LMS. It will be a mandatory requirement for all colleagues who are required to visit sites, to complete the induction.	Induction Manager App	Site Management
17.2	When attending site all colleagues must also be provided with a site-specific induction by a member of the site management team.		All employees attending site.
18.0	Electronic Card Checks		
18.1	The CSCS/Competency Card schemes have been consolidated to a database called the One Alliance scheme, which enables training competency cards to be digitally verified for most of the schemes accepted to work on site.	Induction Manager App	Site Management
19.0	Expired Site Inductions		
19.1	There is currently a requirement for both off-site and site-specific inductions to be reviewed every 12 months. Induction Manager system will automatically expire inductions when they reach this 12-month period.	LMS	
19.2	Site management will have the facility to receive notifications when people attempt to sign in to their site, with any of the following scenarios: • Expired competency card • Expired Group induction • Expired site induction • Restricted site access • User attempted to sign in without a site induction	Induction Manager App	

Appendix 1

Guidance for Site Managers - Signing In/Out Process

Site specific QR code posters can be produced by:

- opening the Induction Manager application
- selecting your development
- tapping on the QR code above the site name
- selecting “email QR code” at the bottom of the screen. This will then email you the poster which is to be displayed on site.

If an individual is unable to sign in using the QR Code, then the Site Manager must re-induct the individual using the name and date of birth option within the Induction Manager application, as detailed above.

Site Management Teams will be able to view a record of all persons signed in to the development by clicking on “Site Logs” within the Induction Manager application.

There is also an “Emergency Roll Call” facility to check-off attendees when conducting a fire drill, or in the event of an emergency.

Site Signing in Record (SHE Form 60) can be retained as a back-up control (and for delivery drivers etc), however the primary method of signing in must be the QR code system.

Appendix 2

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 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 i. 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.
	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. . 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 I. Have we clearly identified any special category data that we need to keep for public interest archiving, scientific or historical research, or statistical purposes?

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:	

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

26 SAFETY, HEALTH AND ENVIRONMENTAL ASPECTS AND IMPACTS REGISTER



Version Control	Date
V2.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Safety, health and environmental aspects and impacts register.

2. SHE Policy and Controls



The SHE Policy states:

- A register of the environmental impacts of the Group and legislation affecting its operation to be maintained

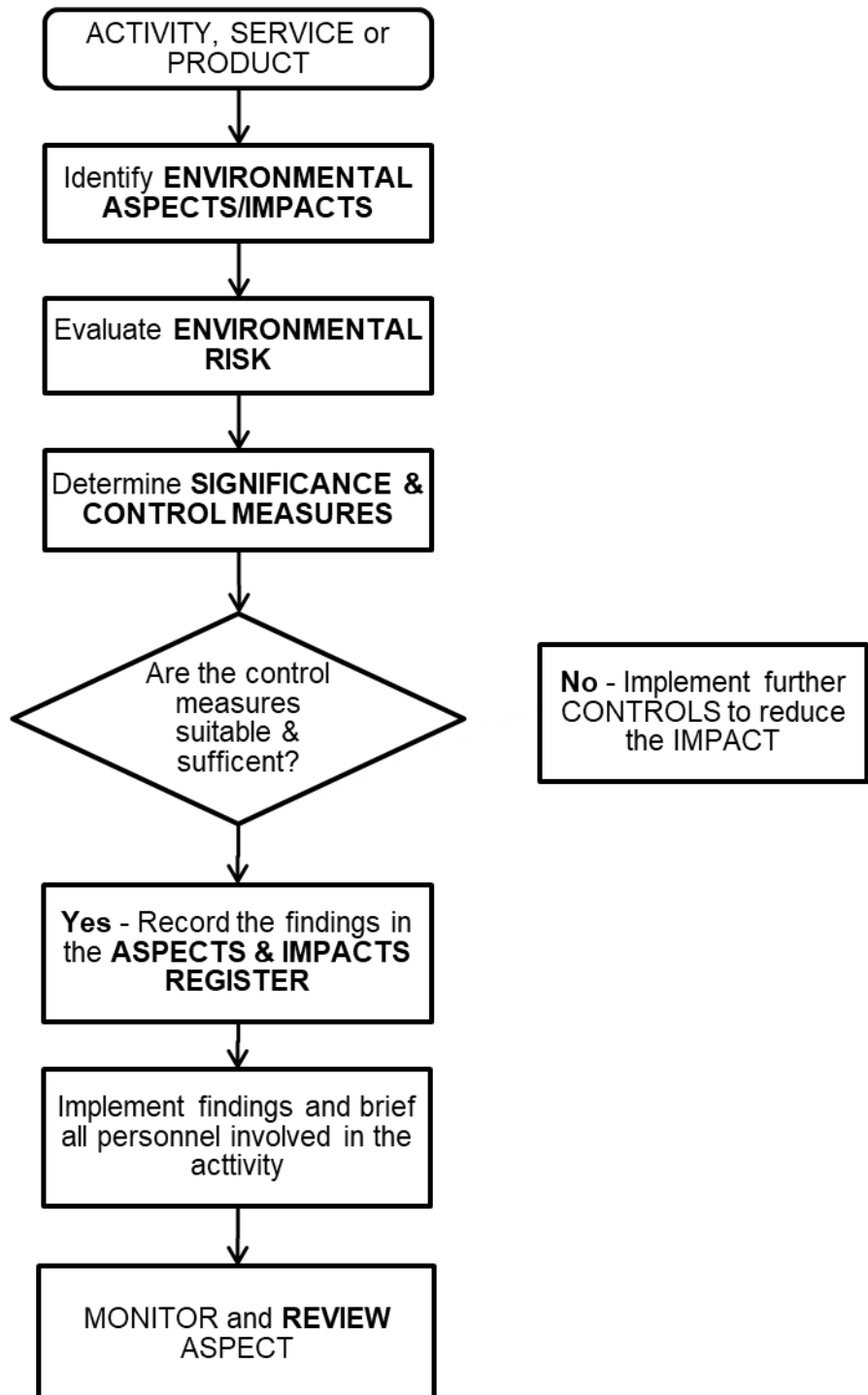


The Primary SHE Control is:

- Assessment undertaken every 2 years and managed by the Group Head of SHE.

3.0 Barratt Redrow Management Procedure

The flow chart below demonstrates the framework that is adopted by Barratt Redrow to plan, manage, monitor and co-ordinate environmental aspects and impacts in Barratt Redrow Offices, Sites, Sales, and Customer Services.



3.1 Aspects and Impacts Register

Guidance and definitions

The environmental aspects of Barratt Redrow plc are defined as those of its activities or processes that **interact with the environment**. Aspects can, in most cases, be grouped under the general aspect categories,

- Emissions to Air
- Nuisance / Community / Landscaping Issues
- Solid and Hazardous Waste
- Emissions to surface or ground water
- Raw Materials and Equipment
- Utility and Fuel use
- Historical issues.
- Management issues

Aspects are defined in relation to the external environment, although in many cases there may be an overlap with occupational health and safety issues relating to the internal working environment e.g. noise and use of hazardous substances. Appendix 1 and 2 list applicable Environmental and Health and Safety legislation which has also been used to identify relevant aspects.

Aspects give rise to impacts where an impact is any change in the environment resulting from an organisation's activities. ISO 14001 defines aspects as an "element of an organisation's activities, products or services that can interact with the environment".

Aspects are firstly determined by the operation condition that they are likely to be present in e.g. whether they are normal (an everyday feature), abnormal (occur occasionally, i.e. in start up or shut down conditions) or emergency (i.e. occur under emergency conditions). Finally, they are evaluated using the below scores against their severity and relative frequency (likelihood) of impact.

Severity Evaluation		
Score	Significance	Description
1	No substantial damage	None of the relevant parameters exist at a level that can cause potential impacts to the environment.
2	Minor	Some of the parameters exist at recognisable levels that have the potential to cause minor environmental change
3	Moderate	The parameters of the aspect / impact all exist at recognisable levels and are / can cause environmental damage, but such damage is short term and always repairable.
4	Major	The parameters of the aspect / impact exist at a level that does or will cause environmental damage, but the damage is not permanent or is only medium term.
5	Severe	The parameters of the aspect / impact are comparatively high and combined in a manner that causes, or can cause, severe environmental damage, e.g. permanent / long term environmental damage

Likelihood Evaluation		
Score	Likelihood	Description
1	remote	occurs less than once every 10 years
2	occasional	occurs less than annually and up to once every 10 years
3	infrequent	occurs less than monthly and up to annually
4	occasional	occurs less than weekly and up to monthly
5	reoccurring / continuous	occurs either weekly, daily or continuously

Rating environmental aspects is a mechanism that is used to assess their level of impact and establish a criteria of distinguishing their magnitude. Some environmental aspects are minor and also result in very minor impact to the environment, organisation and society. On the other hand there are environmental aspects which are of a major significance such that they can have serious or catastrophic consequences. The below table shows how Barratt determine which Aspects are significant, ie with a score above 10. These aspects are then prioritized when identifying areas for continual improvement.

		Severity				
		1	2	3	4	5
Likelihood	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5

Key	
	Not significant
	Significant

Finally, the last column in the Aspects and Impacts register cross references the controls that are in place within the business to ensure that it is effectively managed.

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
AIR 1	Emissions to Air	Exhaust Emissions from vehicles	Impact from abstraction of raw materials and resource consumption; air pollution, contribution to global warming	Y	Y	Y			1	3	3		BRS 34 - Plant and Work Equipment
AIR 2	Emissions to Air	Emissions from paint	Impact from abstraction of raw materials and resource consumption; Emissions of volatile organic compounds (VOCs)	Y		Y			1	1	1		Paint is specified in the painting contractors specification
AIR 3	Emissions to Air	Emission from heating	Impact from abstraction of raw materials and resource consumption; air pollution, contribution to global warming		Y	Y			1	1	1		BRS 25 - Group and Divisional Offices
AIR 4	Emissions to Air	Emissions of dust and particulates from raw materials delivery, handling and storage	Contribution to localised air pollution. May affect respiratory function of humans, plants and animals. May lead to deposition on land.	Y		Y			3	4	12	Y	BRS 10 - control of substances Hazardous to Health (COSHH)
AIR 5	Emissions to Air	Emissions of particulates from boiler	Contribution to localised air pollution. May affect respiratory function of humans, plants and animals. May lead to deposition on land.		Y	Y			1	1	1		Boilers are specified in Group specification
AIR 6	Emissions to Air	Emissions of CO ₂ and other combustion gases (e.g. NO _x , SO ₂) from boiler	Contribution to climate change from CO ₂ and NO _x emissions and localised air pollution. May lead to deposition on land.		Y	Y			1	1	1		Boilers are specified in Group specification
AIR 7	Emissions to Air	Emissions of particulates, CO ₂ and other combustion gases (e.g. NO _x , SO ₂) from emergency/standby equipment on site	Contribution to climate change from CO ₂ and NO _x emissions and localised air pollution. May lead to deposition on land.	Y			Y		2	2	4		BRS 34 - Plant and Work Equipment

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
AIR 8	Emissions to Air	Failure of dust/bag filters producing abnormal emissions of dust and particulates	Contribution to localised air pollution. May affect respiratory function of humans, plants and animals. May lead to deposition on land.	Y			Y		2	2	4		BRS 10 - control of substances Hazardous to Health (COSHH)
AIR 9	Emissions to Air	Leaks of refrigerants from air-conditioning & compressor refrigerant drier systems	Contribution to localised air pollution. Potential for ozone depletion if certain refrigerants are used e.g. CFCs, HCFCs, halons.		Y		Y		2	1	2		BRS 25 - Group and Divisional Offices
AIR 10	Emissions to Air	Fire	Contribution to localised air pollution from smoke and fumes.	Y	Y			Y	4	1	4		BRS 32 - Fire and Emergency Arrangements
NUIS 1	Nuisance / Community / landscaping issues	Noise from site activities	Potential nuisance to local population and disturbance of wildlife	Y		Y			2	2	4		SHE Form 09 - Safety, Health and Environmental Code for Sub Contractors
NUIS 2	Nuisance / Community / landscaping issues	Disturbance from traffic on and off site.	Depends on hours of operation. Potential nuisance to local population more likely if evening, night or weekend movements or if movements are very frequent. Potential disturbance of wildlife.	Y		Y			2	3	6		Planning Conditions (working hours)
NUIS 3	Nuisance / Community / landscaping issues	Grounds maintenance activities.	Potential to increase or preserve biodiversity and improve visual appearance of site. Overuse of chemicals and removal of vegetation could harm biodiversity and disturb wildlife.	Y	Y	Y			1	1	1		Trade Specification

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
NUIS 4	Nuisance / Community / landscaping issues	Visual impact of site (including light pollution)	Enhancing site appearance can improve relations with neighbours. Poorly maintained site may cause visual intrusion for neighbours.	Y		Y			2	2	4		Trade Specification
WASTE 1	Solid and Hazardous Waste	General waste (including PPE, plastic cups, office waste, paper towels, packaging, etc.) sent for recovery	Use of landfill capacity; potential contribution to leachate and landfill gas generation	Y	Y	Y			2	2	4		BRS 29 - Waste Management
WASTE 2	Solid and Hazardous Waste	Printer cartridges	Environmental impact depends upon disposal destination (e.g. incineration gives rise to air emissions, whilst recycling is beneficial)	Y	Y	Y			2	1	2		BRS 29 - Waste Management
WASTE 3	Solid and Hazardous Waste	Furniture	Impacts from disposal (e.g. landfill, incineration)		Y	Y			2	1	2		BRS 29 - Waste Management
WASTE 4	Solid and Hazardous Waste	Cardboard packaging	Environmental impact depends upon disposal destination (e.g. landfilling use landfill capacity, whilst recycling/recovery reduces impact greatly).	Y		Y			3	2	6		BRS 25 - Group and Divisional Offices
WASTE 5	Solid and Hazardous Waste	Plastic packaging (from delivered goods or arising on-site) including 'big bags'.	Environmental impact depends upon disposal destination (e.g. landfilling use landfill capacity, whilst recycling/recovery reduces impact greatly).	Y		Y			2	2	4		BRS 29 - Waste Management
WASTE 6	Solid and Hazardous Waste	Building/construction waste	Uses landfill capacity. May contribute to leachate and landfill gas production. If some waste is recovered or used elsewhere (i.e. excavated soils used on another site) then impact is reduced.	Y		Y			4	3	12	Y	BRS 29 - Waste Management

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
WASTE 7	Solid and Hazardous Waste	Organic waste from grounds maintenance (grass cuttings, leaves etc.)	Environmental impact depends upon disposal destination (e.g. landfilling use landfill capacity). If organic waste is composted then impact will be greatly reduced.	Y	Y	Y			1	1	1		Trade Specification
WASTE 8	Solid and Hazardous Waste	Contaminated land waste e.g. Asbestos (hazardous waste)	Disposed of as hazardous waste, causing impacts at final disposal/recycling point.	Y			Y		3	2	6		BRS 28 - Chemical Storage, Discharge and Spillage
WASTE 9	Solid and Hazardous Waste	Other hazardous waste (fluorescent tubes, batteries etc.)	Environmental impact depends upon disposal destination (e.g. incineration gives rise to air emissions)	Y	Y	Y			2	2	4		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 1	Emissions to surface or ground water	Sewage Discharge	Potential to enter surface water drains and pollute surface water.	Y			Y		3	1	3		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 2	Emissions to surface or ground water	Silt discharge	Potential to enter surface water drains and pollute surface water.	Y			Y		3	4	12	Y	BRS 28 - Chemical Storage, Discharge and Spillage
WATER 3	Emissions to surface or ground water	Discharged cleaning solutions	Potential to enter surface water drains and pollute surface water.	Y			Y		1	1	1		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 4	Emissions to surface or ground water	Disposal of contaminated bund water (e.g. from diesel tanks) - Removed by waste contractors.	Removed by contractors. If spillage occurs, potential for entry to surface water drains	Y			Y		2	2	4		BRS 28 - Chemical Storage, Discharge and Spillage

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
WATER 5	Emissions to surface or ground water	Small-scale spill/leakage of diesel and waste oil during delivery, use or disposal	Loss of non-renewable resources; potential to enter surface water drains and/or foul sewer. Potential land and groundwater contamination.	Y				Y	2	2	4		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 6	Emissions to surface or ground water	Large-scale spill/leakage of fuel oil, diesel and waste oil during delivery, use or disposal	Loss of non-renewable resources; potential to enter surface water drains and/or foul sewer. Potential land and groundwater contamination.	Y				Y	3	1	3		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 7	Emissions to surface or ground water	Fire-fighting water run-off	Potential to enter surface water drains and pollute surface water.	Y	Y			Y	4	1	4		BRS 28 - Chemical Storage, Discharge and Spillage
WATER 8	Emissions to surface or ground water	Flood	Potential to enter surface water drains and pollute surface water and groundwater.	Y				Y	4	1	4		BRS 28 - Chemical Storage, Discharge and Spillage
RAW 1	Raw materials and Equipment	Use of Timber / wood	Consumption of non-renewable and renewable resources	Y		Y			2	3	6		Approved Suppliers and Trade Specifications
RAW 2	Raw materials and Equipment	Use of Electrical and electronic equipment	Consumption of non-renewable and renewable resources	Y	Y	Y			2	3	6		Approved Suppliers and Trade Specifications
RAW 3	Raw materials and Equipment	Use of Glues / mastics etc.	Consumption of non-renewable and renewable resources	Y		Y			2	3	6		Trade Specification
RAW 4	Raw materials and Equipment	Use of Plasterboard	Consumption of non-renewable and renewable resources	Y		Y			2	3	6		Approved Suppliers and Trade Specification

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
RAW 5	Raw materials and Equipment	Use of fire-fighting chemicals	Consumption of non-renewable resources, ozone depletion if halons are used	Y	Y			Y	4	1	4		BRS 32 - Fire and Emergency Arrangements
RAW 6	Raw materials and Equipment	Use of cleaning chemicals	Consumption of non-renewable resources		Y	Y			2	2	4		Approved Suppliers and Trade Specifications
RAW 7	Raw materials and Equipment	Use of grounds maintenance and pest control chemicals e.g. herbicides, rat poison	Consumption of non-renewable resources	Y	Y	Y			1	1	1		Approved Suppliers and Trade Specification
RAW 8	Raw materials and Equipment	Use of PPE e.g. disposable gloves, hard hats, overalls	Consumption of non-renewable and renewable resources	Y		Y			1	1	1		Group approved PPE Catalogue
RAW 9	Raw materials and Equipment	Use of office consumables (e.g. paper, other stationery)	Consumption of non-renewable and renewable resources	Y	Y	Y			2	1	2		BRS 25 - Group and Divisional Offices
UTIL 1	Utility and Fuel Use	Electricity consumption (e.g. for machine operation, heating, lighting etc.)	Consumption of non-renewable resources, release of CO ₂ and local air pollutants at point of electricity generation	Y	Y	Y			3	4	12	Y	BRS25 – Group and Divisional Offices Group Site Office Accommodation Designs
UTIL 2	Utility and Fuel Use	LPG Propane gas consumption for boiler	Consumption of a non-renewable resource		Y	Y			2	2	4		BRS25 – Group and Divisional Offices
UTIL 3	Utility and Fuel Use	Water usage	Consumption of a limited natural resource	Y	Y	Y			3	2	6		BRS 25 – Group and Divisional Offices Group Site

REF.	Category	Description of Environmental Aspect	Summary of Environmental Impact	Location		Operating Conditions			Evaluation				Controls in place
				Construction	Office	Normal	Abnormal	Emergency	Severity	Likelihood	Impact	Significance (Y/N)	
													Office Accommodation Designs
UTIL 4	Utility and Fuel Use	Diesel fuel for LGV's etc.	Consumption of non-renewable resources.	Y		Y			2	2	4		BRS 28 - Chemical Storage, Discharge and Spillage
HIS 1	Historic Issues	Land contamination from historical activities on-site (including historical spillages of hazardous materials)	Depends on type of activities carried out and past events. However, potential for migration of contaminants to surface waters, ground waters and adjacent sites/land.	Y			Y		4	1	4		BRS 28 - Chemical Storage, Discharge and Spillage
MAN 1	Management Issues	Environmental considerations taken into account during contractor selection and control	Ensuring environmental considerations are taken into account during contractor selection and incorporating environmental controls into work instructions demonstrates best practice and places greater emphasis on environmental issues.	Y		Y			3	4	12	Y	BRS 03 - Appointment of Contractors
MAN 2	Management Issues	Legal compliance (Including 'Duty of Care', Planning conditions, PPC)	Ensures compliance with relevant legislation, minimises environmental impact and risk of prosecution and bad publicity.	Y		Y			3	1	3		BRS 01 – Pre Commencement SHE Form 02
MAN 4	Management Issues	Purchasing/ Procurement	Environmental considerations in supplier and product selection can limit environmental impacts.	Y	Y	Y			3	1	3		Approved Suppliers and Trade Specifications
MAN 5	Management Issues	Active Energy Management Procedures	Minimise use of renewable/non-renewable resources	Y	Y	Y			3	2	6		Approved Suppliers and Trade Specifications

Appendix 1: Applicable Environmental Legislation:

ENVIRONMENTAL LEGISLATION AND OTHER REQUIREMENTS	Compliance
INTEGRATED	
ENVIRONMENTAL PROTECTION ACT 1990 POLLUTION PREVENTATION AND CONTROL ACT 1999 Environmental Permitting (England and Wales) Regulations 2010 (SI 2010/675) and Amends (SI 2010/676) and SI 2013/390 Pollution Prevention and Control (Scotland) Regulations 2000 (SSI 2000/323) - PPC Pollution Prevention and Control (Scotland) Amendment Regulations 2005, (No. 2) 2005, 2008 (SS1 2008/410) and 2009 (SSI 2009/336).	General Provision
Environmental Liability Directive 2015 (2015/35/EC) Environmental Damage (Prevention and Remediation) Regulations 2009 (SI 2009/153) & Amends 2009 (SI 2009/3275) & 2010 (SI 2010/587)	Construction sites
AIR POLLUTION	
CLEAN AIR ACT 1993	Construction sites
Regulation (EC) 1005/2009 on substances that deplete the ozone layer Ozone-Depleting Substances (Qualifications) Regulations SI 2009/216 The Environmental Protection (Controls on Ozone-Depleting Substances) (Amendment) Regulations 2002 and 2008 (SI 2008/91) revoked The Environmental Protection (Controls on Ozone-Depleting Substances) (Amendment) Regulations 2008 (SI 2008/91) revoked Environmental Protection (Controls on Ozone-Depleting Substances) Regulations 2011 (SI 2011/1543)	Construction sites
Regulation (EC) 842/2006 on Certain Fluorinated Greenhouse Gases (GHGs) Directive on the Energy performance of Buildings 2002/91/EC. The new Regulation (EU) 517/2014. The Fluorinated Greenhouse Gas (F-gas) Regulations 2009. Also refer to A2 Controls on Ozone-Depleting Substances Regulation (EC)	F Gas register
Energy Savings Opportunity Scheme (ESOS) to implement Article 8 (4-6) of the EU Energy Efficiency Directive (2012/27/EU). The ESOS Regulations 2014 give effect to the scheme.	Corporate
FINANCE ACT. 2000-2015 Climate Change Levy (General) Regulations 2001 (SI 2001/838). Climate Change Levy (General) (Amendment) Regulations 2006	Corporate
CLIMATE CHANGE ACT 2008 The CRC Energy Efficiency Scheme Order 2010	Corporate
Energy Performance of Buildings Directive (EPBD) Energy Performance of Buildings Regulations 2007 Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007 (SI 2007/991) and Amendment 2010 (SI 2010/1456)	Regional offices

ENVIRONMENTAL LEGISLATION AND OTHER REQUIREMENTS		Compliance
Building (Amendment) Regulations 2011 (SI 2011/1515)		
Buildings Regulations Part L and F - Energy Proposed: Renewable Heat Incentive (RHI) The Feed-in Tariffs (Specified Maximum Capacity and Functions) Order 2010 & Amends		
STATUTORY NUISANCE		
ENVIRONMENTAL PROTECTION ACT 1990 (Part III) – Statutory Nuisance NOISE and STATUTORY NUISANCE ACT1993		Construction sites
CONTROL of POLLUTION ACT1974		Construction sites
Control of Noise (Codes of Practice for Construction and Open Sites) (England) Order 2002		
INLAND WATER QUALITY AND SEWERAGE		
WATER INDUSTRY ACT 1991 SEWERAGE (SCOTLAND) ACT 1968		Construction sites
WATER INDUSTRY (SCOTLAND) ACT 2002		
WATER SERVICES etc. (SCOTLAND) ACT 2002		
Water Resources Act 1991		Construction sites
Water Resources Act 1991 (Amendment) (England and Wales) Regulations 2009		
Environmental Permitting (England and Wales) Regulations 2010 (SI 2010/676) & Amends - EPR		
Anti-Pollution Works Notices Regulations 1999 (SI 1999/1006)		
Water Resources (Abstraction and Impounding) Regulations 2006 (SI 2006/641) & Amends (SI 2008/165)		
Water Environment and Water Services (Scotland) Act 2003		
Water Environment (Controlled Activities) Regulations 2005 (CAR) revoked		
Water Environment (Controlled Activities) Regulations 2011 (CAR) (SSI 2011/209)		
WATER RESOURCES ACT 1991		Construction sites
Control of Pollution (Oil Storage) (England) Regulations 2001 (SI 2001/2954)		
The Water Environment (Oil Storage) (Scotland) Regulations 2006		
FLOOD AND WATER MANAGEMENT ACT 2010		Regional office
LAND DRAINAGE ACT 1981 (as amended by LAND DRAINAGE ACT 1984,1991 & 1994)		
Ground Water Regulations 1998 (SI 1998/2746) revoked		Corporate
Environmental Permitting (England and Wales) Regulations 2010 (SI 2010/676) & Amends Water		
Environment (Consequential Provisions) (Scotland) Order 2006		
Water Environment (Controlled Activities) Regulations 2011 (CAR)		
MARINE and COASTAL ACCESS ACT 2009		Construction sites
THE WATER ACT 2003		Corporate
WASTE MANAGEMENT		
ENVIRONMENTAL PROTECTION ACT 1990 (Section 34)		Construction sites
Environmental Protection (Duty of Care) Regulations 1991 (SI 1991/2839) revoked in England and Wales		
Environmental Protection (Duty of Care) Amendment (Scotland) Regulations 2003		
Controlled Waste (Registration of Carriers) Regulations 1991 (SI 1991/1624)		
POLLUTION PREVENTION AND CONTROL ACT 1999		
Waste Management Licensing Regulations 1994 (SI 1994/1056) and Amends		

ENVIRONMENTAL LEGISLATION AND OTHER REQUIREMENTS	Compliance
Waste Management Licensing (Scotland) Regulations 1996 (SI 1996/916) The Waste (England and Wales) Regulations 2011 (SI 2011/988)	
ENVIRONMENTAL PROTECTION ACT 1990 Hazardous Waste Directive 1991 Environmental Permitting (England and Wales) Regulations 2010 (SI 2010/675) and Amends (SI 2010/676) Hazardous Waste (England and Wales) Regulations 2005 The Hazardous Waste (England and Wales) (Amendment) Regulations 2009 The Waste (England and Wales) Regulations 2011 Landfill (England and Wales) Regulations 2002 revoked Waste Electrical and Electronic Equipment Regulations 2006 (SI 2006/3289) To be replaced by the draft Waste Electrical and Electronic Equipment Regulations 2013. Waste Electrical and Electronic Equipment (Amendment) Regulations 2007, 2009 (SI 2009/2957, (No.2) 2009 (SI 2009/3216) and 2010 (SI 2010/1155) Waste Electrical and Electronic Equipment (Amendment) Regulations 2007, 2009 (SI 2009/2957, (No.2) 2009 (SI 2009/3216) and 2010 (SI 2010/1155) Batteries & Accumulators and Waste Batteries & Accumulators Directive (Battery Directive) Batteries and Accumulators (Placing on the Market) Regulations SI 2008/2164 Waste Batteries and Accumulators Regulations 2009 Environmental Permitting (England and Wales) Regulations 2010 (SI 2010/676) & Amends - EPR	Construction sites
ENVIRONMENT ACT 1995 Producer Responsibility Obligations (Packaging Waste) Regulations 2007 (SI 2007/871) Producer Responsibility Obligations (Packaging Waste) (Amendment) Regulations 2010	N/A
FINANCE ACT 1996 -2013. Landfill Tax Regulations 1996 (SI 1996/1527 as amended by, SI/1996/2100, SI 1998/61, SI 1999/3270, SI 2002/1, SI2003/605, SI 2003/2313, SI2005/1640, SI2006/865, SI2007/965), SI2008/770, SI2009/1929, SI2010/924, SI2011/894. Landfill Tax (Qualifying Material) Order 1996 revoked Landfill Tax (Qualifying Material) Order 2011 Landfill Tax (Contaminated Land) Order 1996	Construction sites
ENVIRONMENTAL PROTECTION ACT 1990 (Part II: Waste on Land) Waste Management Licensing Amendment (Scotland) Regulations 2003, 2015 & 2006 Waste Management Licensing (Scotland) Regulations 2011 (SSI 2011/228) - Waste (Scotland) Regulations 2005 (SSI 2005/22) - The Waste (Scotland) Regulations 2011 (SSI 2011/226) - Water Environment (Controlled Activities) (Scotland) Regulations 2011 (SSI 2011/209) Environmental Permitting (England & Wales) Regulations 2010 (SI 2010/676) & Amends	Construction sites
Control of Pollution (Amendment) Act 1989 The Waste (England and Wales) Regulations 2011 Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991 replaced in England and Wales Controlled Waste (Registration of Carriers and Seizure of Vehicles) (Amendment) Regulations 1998, SI 605 revoked	Construction sites
Appendix 1 – Waste Definition	Information

ENVIRONMENTAL LEGISLATION AND OTHER REQUIREMENTS	Compliance
Appendix 2 – Definition of Hazardous Waste	Information
Appendix 3 – List of Waste (England) Regulations 2005	Information
Appendix 4 – Waste Exemptions (EPR 2010)	Information
LAND	
Contaminated land:	
ENVIRONMENT ACT 1995 (Part 2A) Contaminated Land (England) Regulations 2006 (SI 2006/1380) – previously 2000/227 Contaminated Land (Scotland) Regulations 2000 (SSI 2000/178) & 2005 (SSI 2005/658) Contaminated Land (Wales) Regulations 2006 (SI 2006/2589) – previously 2001/2197 Anti-Pollution Works Regulations 1999 & Amends Radioactive Contaminated Land (Modification of Enactments) (England) Regulations 2006 (SI 2006/1379) Radioactive Contaminated Land (Modification of Enactments) (Wales) Regulations 2006 (SI 2006/2988) Radioactive Contaminated Land (Scotland) Regulations 2007 (SSI 2007/179) THE WATER ACT 2003	Regional office
Planning: EIA	
TOWN AND COUNTRY PLANNING ACT 1990 Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 (SI 1999/293 as amended by SI 2000/2867) revoked for England. Town and Country Planning (Environmental Impact Assessment) (Amendment) Regulations 2006 (SI 2006/3295) Town and Country Planning (Environmental Impact Assessment) Regulations 2011 (SI 2011/1824) The Environmental Impact Assessment (Scotland) Regulations 1999 (SI 1999/1 as amended by SI 2002/324, SSI 2006/614, SSI 2007/484, SSI 2009/221) Town and Country Planning (Trees) Regulations 1999 Town and Country Planning (Scotland) Act 1997 The Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2010 Planning Act 2008	Regional office
Planning: Trees	
Town and Country Planning (Tree Preservation) (England) Regulations 2012 (SI 2012/) Town and Country Planning (Trees) Regulations 1999 & Amends 2008. BS 5837:2012	Construction sites
Biodiversity:	
Various Nature Conservation Legislation including: PROTECTION OF BIRDS ACT 1954 THE WILDLIFE AND COUNTRYSIDE ACT 1981 (AND AMENDMENT 2001 & 2015) THE WILDLIFE AND COUNTRYSIDE ACT 1981 (ENGLAND AND WALES) (AMENDMENT) REGULATIONS 2015 THE WILDLIFE AND COUNTRYSIDE ACT 1981 (VARIATION OF SCHEDULE 9) (ENGLAND AND WALES) ORDER 2010 & (VARIATION OF SCHEDULE) (SCOTLAND) ORDER 2005 (SI 2005/308) PROTECTION OF Badgers Act 1992 THE COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 NATURE CONSERVATION (SCOTLAND) ACT 2015 NATURAL ENVIRONMENT AND RURAL COMMUNITIES ACT 2006	Construction sites

ENVIRONMENTAL LEGISLATION AND OTHER REQUIREMENTS	Compliance
Hedgerows Regulations 1997 (SI 1997/1160) The Conservation (Natural Habitats) Regulations 1994 (SI 1994/2716) WILD MAMMALS ACT 1996 WILDLIFE AND COUNTRYSIDE ACT 1981 (SCOTLAND) (AMENDMENT) REGULATIONS (SI 2001/337) WILDLIFE AND COUNTRYSIDE ACT 1981 (ENGLAND AND WALES) (AMENDMENT) REGULATIONS (SI 2015/1487) Conservation (Natural Habitats etc.) Regulations SI 1994/2716 The Conservation (Natural Habitats, &C.) (Amendment) Regulations 2007, Amends 2009 (SI 2009/6) and (No.2) 2009 (SI 2009/2438) The Conservation of Habitats and Species Regulations 2010 (SI 2010/490) The Sites of Special Scientific interest (Appeals) Regulations 2009 & 2010 Wildlife and Natural Environment (Scotland) Act 2011	
WEEDS ACT 1959 RAGWORT CONTROL ACT 2003	Construction sites
ARCHAEOLOGICAL AND HERITAGE	
TREASURES ACT 1996 Treasures Act 1996 Code of Practice	Regional office
BURIALS ACT 1857 Disused Burial Grounds (Amendment) ACT 1981 The Pastoral Measure 1983	Regional office
PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) ACT 1990 Planning (Listed Buildings and Conservation Areas) Regulations 1990 The Planning (Listed Buildings and Conservation Areas) (Amendment) (England) Regulations 2009 ANCIENT MONUMENTS AND ARCHAEOLOGICAL AREAS ACT 1979	Regional office
OTHER	
ISO 14001:2015(E) ISO 14001:2015 (in transition)	Corporate
Corporate Environmental Policy	Corporate
Public Access to Environmental Information Directive 2003 Environmental Information Regulations 2015	Corporate
Framework Decision 2008/99/EC - Protection of the Environment through Criminal Law	Corporate
Environmental Civil Sanctions (England) Order 2010	Corporate

Appendix 2: Relevant Health and Safety Legislation

HEALTH AND SAFETY LEGISLATION AND OTHER REQUIREMENTS	Compliance
HISTORICAL PREMISES	
OFFICES, SHOPS & RAILWAY PREMISES ACT 1963	General provision
THE FACTORIES ACT 1961.	General provision
MANAGEMENT	
HEALTH AND SAFETY AT WORK, ETC ACT 1974.	General provision
Management of Health and Safety at Work Regulations 1999 (SI 1999/3242)	General provision
PREMISES	
Workplace (Health, Safety, and Welfare) Regulations 1992 (S.I.1992/3004) HSE guidance L60 and L24	Office arrangements
The Confined Spaces Regulations 1997 (S.I. 1997/1713) HSE guidance L101 recently updated.	Construction sites
The Work at Height Regulations 2005 (S.I. 2005/735) (WAHR) HSE guidance –INDG 401 (rev2) published 01/14.	Construction sites
Health and Safety (Display Screen Equipment) Regulations 2002 (S.I.1992/2792) HSE guidance INDG 36.	Office records
EMPLOYERS' LIABILITY (Compulsory Insurance) ACT1969	Available
Health and Safety (Safety Signs and Signals) Regulations 1996 (S.I. 1996/917) HSE guidance L64 – Safety signs and signals: Guidance on Regulations (3rd edition). [1]	Construction sites
OCCUPIER'S LIABILITY ACT 1957 OCCUPIER'S LIABILITY ACT 1984	Under contract operations.
Health and Safety (First Aid) Regulations 1981 (S.I. 1981/917) HSE Guidance L43, L74.	Construction sites & Regional Offices
The Regulatory Reform Fire Safety Order (RRFSO) 2005 (SI 1541)	Construction Sites & Regional Offices
PLANT & MACHINERY	
The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) HSE guidance L113 amendments introduced.	Construction Sites
Control of Noise at Work Regulations 2005 (S.I.2005/1643). HSE guidance L108.	Construction Sites

HEALTH AND SAFETY LEGISLATION AND OTHER REQUIREMENTS	Compliance
Control of Vibration at Work Regulations 2005 (S.I. 2005/1093) HSE guidance L141.	Construction Sites
Electricity at Work Regulations 1989 (S.I. 1989/635) HSE guidance L 128	Construction Sites
The Provision and Use of Work Equipment Regulations 1998 (PUWER). (S.I. 1998/2306) HSE guidance L 117, 112, 114, 22.	Construction Sites
EMPLOYERS' LIABILITY (Defective Equipment) ACT1969	
SUBSTANCES	
Control of Substances Hazardous to Health (COSHH) Regulations 2002 (SI 2002/2677) and Amends 2015. HSE guidance L5 modified.	Construction Sites
Control of Asbestos Regulations 2012 Control of Asbestos Regulations 2006 (S.I. 2006/2739). HSE guidance L 127 and 143 (amalgamated)	Construction Sites
Dangerous Substances and Explosive Atmospheres Regulations: S.I. 2002/2776 (DSEAR). HSE guidance L134, 135, 136, 137, 138 and INDG 370 under review.	Construction Sites
Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations SI 2009/1348. SI 2011/1885 amends the above to bring it into line with TPED Directive 2010/35/EU for transportable pressure equipment	Construction Sites
ACCIDENTS & REPORTING	
Reporting of Injuries, Diseases, and Dangerous Occurrences (Amendment) Regulations: SI 2013/1471	Construction Sites & Regional Offices
HSE guidance L 73 - A guide to the Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations 1995	
CORPORATE MANSLAUGHTER and CORPORATE HOMICIDE Act 2007	
PEOPLE & PPE	
Manual Handling Operations Regulations 1992 (S.I. 1992/2793) HSE guidance, please see leaflets.	Construction Sites & Regional Offices
Personal Protective Equipment at Work Regulations 2002 (S.I. 1992/2966) HSE guidance L25.	Construction Sites

HEALTH AND SAFETY LEGISLATION AND OTHER REQUIREMENTS	Compliance
HEALTH ACT 2006	General provision
Health and Safety (Consultation with Employees) Regulations 1996 (S.I. 1996/1513) HSE guidance L 87, 95.	General provision
Working Time Regulations 1998	General provision
Health and Safety Information for Employees Regulations 2009 (S.I. 2009/606) Health and Safety Information for Employees Regulations 1989.	General provision
Safety Representatives & Safety Committees Regulations 1977.	General provision
OTHER	
A second draft of ISO 45001 has been published, the international replacement for the British health and safety management standard OHSAS 18001.	Available and communicated
Occupational Health, Safety Policy statement	Available and communicated
SIPP	Application made corporately

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

27 TREES, PLANTS AND ANIMALS



Version Control	Date
V1.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction, and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Trees, plants and animals.

2. SHE Policy and Controls

The SHE Policy states:



- A land feasibility review is required to be undertaken by the Land Director, which forms a part of the SHE information pack.
- The protection required for trees, plants and animals during construction must be detailed in the Construction Phase Safety, Health & Environmental Plan, which is required to be developed by the Contracts Manager.

The Primary SHE Controls are:



- Controls are to be detailed in the SHE Forms 05 (Construction Phase SHE plan).
- A weekly inspection is required to be undertaken by the Site Manager (SHE Form 29) to assess compliance to the trees, plants and animals procedure.
- A monthly inspection is also undertaken by the Contracts Manager (SHE Form 18).

The SHE Relationship states:



- [BRS 01 Pre-Commencement](#)
- [BRS 03 Appointment of Contractors](#)
- [BRS 06 Monitoring, Reporting and Auditing of SHE Standards](#)
- [BRS 07 Development Induction and Safety, Health and Environmental Briefings \(SHEBs\)](#)
- [SHE Form 01 Land Purchase Feasibility](#)
- [SHE Form 02 Checklist for Pre-Commencement Meeting](#)
- [SHE Form 04 Pre-Construction Safety, Health and Environmental Pack](#)
- [SHE Form 05 Construction Phase Safety, Health & Environmental Plan](#)
- [SHE Form 14 Safe System of Work Evaluation](#)
- [SHE Form 16 Site Diary](#)
- [SHE Form 18 Contracts Managers / Project Directors SHE Tour](#)
- [SHE Form 29 Site Management SHE Tour](#)
- [SHE Form 95 Temporary Works Assessment](#)

3. Additional Mandatory Controls - Trees, Plants and Animals

		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.	<u>SHE Form 01</u> <u>SHE Form 04</u>	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.	<u>SHE Form 01</u> <u>SHE Form 04</u>	Technical Director
1.3	Relevant information about protected trees and plants must be communicated to the site team at the pre-commencement meeting.	<u>SHE Form 02</u> BRS 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.	<u>SHE Form 05</u> <u>SHE Form 29</u> <u>SHE Form 18</u>	Contracts Manager/ SHE Dept
1.5	All protection measures must be included in the site specific rules for the developments and relayed to all operatives at induction.	<u>SHE Form 05</u> BRS 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'.	BRS 03 <u>SHE Form 14</u>	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.	<u>SHE Form 04</u> <u>SHE Form 05</u>	Contracts/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.	<u>SHE Form 04</u> <u>SHE Form 05</u>	Contracts/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.	<u>SHE Form 04</u> <u>SHE Form 05</u>	Contracts/Site Manager

		Reference	Responsibility
1.10	The storage of chemicals, diesel or oils must not take place within 5m of any protected zone.	<u>SHE Form 05</u>	Site Manager
1.11	Signs must be erected on the protective barriers which state; Tree Protection Zone	<u>SHE Form 05</u> <u>SHE Form 04</u> <u>Construction</u> <u>Signage</u> <u>Brochure</u> 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 (only in this scenario) 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.	<u>SHE Form 04</u> <u>SHE Form 05</u> <u>SHE Form 95</u>	Contracts Manager Development TWC/TWS
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.	<u>SHE Form 04</u> <u>SHE Form 05</u>	Contracts/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.	<u>SHE Form 04</u> <u>SHE Form 05</u>	Contracts/Site Manager
1.15	If any member of staff or a contractor suspects they are working in an area that may contain protected species, and this has not been clearly identified on the site plan, or visually signed on site, they must report this immediately to the Site Manager and avoid taking any action that may damage the area. All damage must be reported in the site diary so remedial action can be taken.	<u>SHE Form 16</u>	Site Manager

Diagram 1: Precautionary zone around a tree

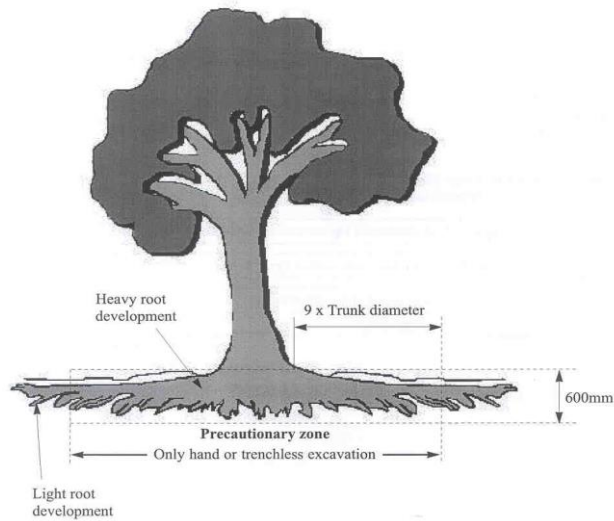


Diagram 2: Precautionary Zone around a hedge (1m from edge)

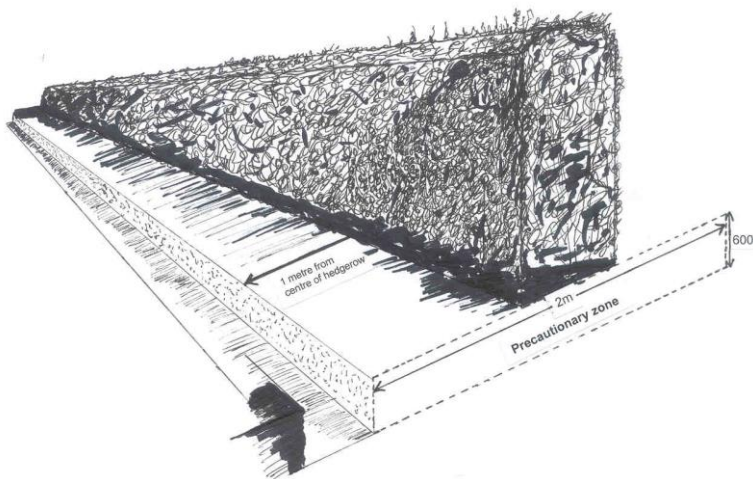
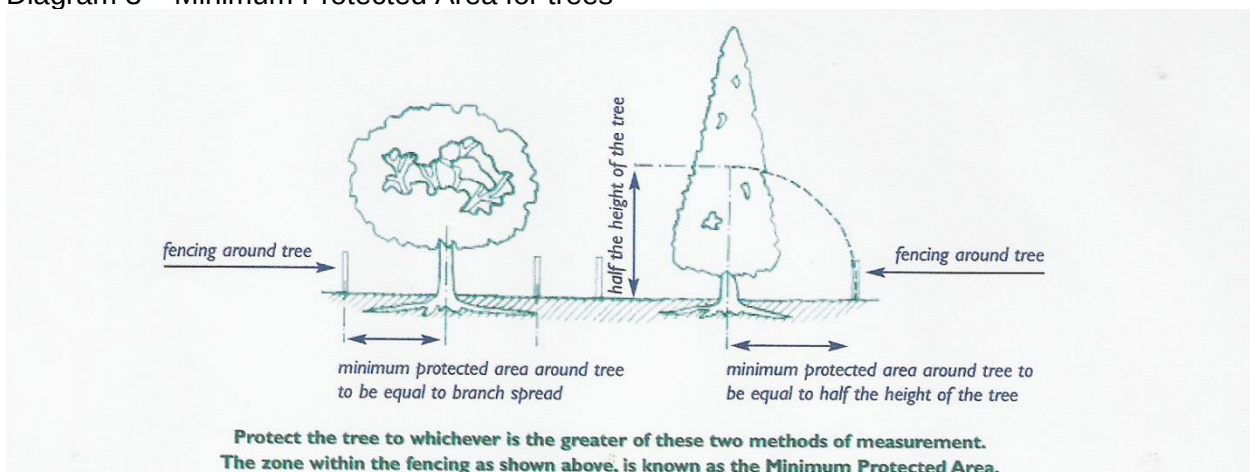


Diagram 3 – Minimum Protected Area for trees



		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.	<u>SHE Form 01</u> <u>SHE Form 04</u>	Technical Director
2.2	Relevant information about protected animals/species must be communicated to the site team at the pre-commencement meeting.	<u>SHE Form 02</u> BRS 01	Technical Director
2.3	The protection required for protected wildlife must be detailed in the Construction Phase SHE Plan and monitored by Site Management and SHE Team.	<u>SHE Form 05</u> <u>SHE Form 29</u> <u>SHE Form 18</u>	Contracts Manager / Site Manager SHE Dept
2.4	All protection measures must be included in the site specific rules for the developments and relayed to all operatives at induction.	BRS 07	Site Manager
2.5	If any member of staff or a contractor suspects they are working in an area that may contain protected or endangered species, and this has not been clearly identified on the site plan, or visually signed on site, they must report this immediately to the Site Manager and avoid taking any action that may damage the area. All damage must be reported in the site diary so remedial action can be taken.	<u>SHE Form 16</u>	Site Manager
2.6	Protected animals include the following: Bats are commonly found in trees, houses, 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 any species of 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.		

		Reference	Responsibility
	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 or District Level Licencing scheme	
3.0	Homes For Nature		
3.1	Barratt Redrow are signatories to the Future Homes Hub – Homes for Nature. Wildlife features for the development must be identified in the Ecology Survey section in the Pre-Construction Safety, Health and Environmental Pack. Upon the detail of schemes being agreed, this information must be relayed to Section 8 of the SHE Form 05 for monitoring against the proposed installations.	<u>SHE Form 04</u> <u>SHE Form 05</u> <u>SHE Form 05</u> <u>SHE Form 29</u> <u>QA14</u>	

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

28 ENVIRONMENTAL PROTECTION



Version Control	Date
V1.1	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Safety, Health & Environmental Director, Group Safety, Health & Environment (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of, compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Watercourse protection and site drainage
- Chemical storage, discharge and spillage.

2. Environmental Protection

The SHE Policy states:



- A Surface Water Management Plan must be developed and detailed in the Construction Phase Safety, Health and Environmental Plan. This must detail all measures in plan to protect all receptors, both permanent and temporary during (and post) construction.
- All site dewatering activities must be either under and Environmental Discharge consent (issued by the relevant Enforcement Agency) or a Barratt Redrow Permit, which is issued by the Site Manager.
- Oil must be stored in either an integrally bunded tank with an integral secondary containment that can hold a minimum of 110%.
- 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. All chemical products must be stored in a lockable container to prevent authorised discharge and use.

The SHE Control are:



- Discharge Consents must be obtained from the relevant enforcement agency for all dewatering activities that require treatment. Records of all dewatering activities must be maintained.
- A permit for dewatering activities must be issued by a Barratt Redrow Site manager before any dewatering activity commences.
- 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.
- 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.
- An assessment of the controls required for any Sustainable Drainage System (SuDS) must be undertaken.
- Training for employees must be in accordance with the Group SHE Training Matrix.

The SHE Relationship states:



- BRS 06
- [SHE Form 01 Land Purchase Feasibility Checklist](#)
- [SHE Form 05 Construction Phase Plan](#)
- [SHE Form 10/10a Surface Water Management Inspection/Close Out](#)
- [SHE Form 18 Contracts Projects Managers SHE Tour](#)
- [SHE Form 29 Safety, Health and Environmental Site Tour](#)
- [SHE Form 86 Sustainable Drainage Risk Assessment](#)
- [SHE Form 92 Permit to Discharge into Watercourse](#)
- [SHE Form 93 Record of Water Sampling](#)

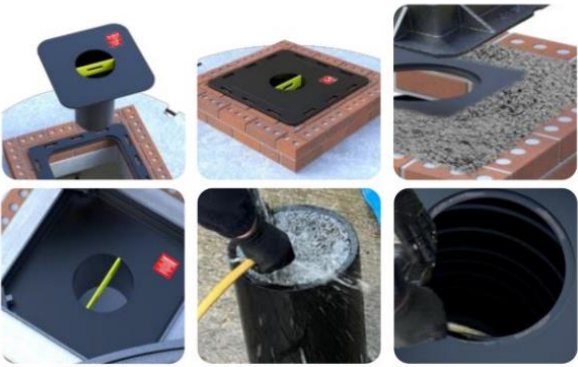
		Reference	Responsibility
3.0	Planning		
	Managing surface water from construction sites can cause major economic and environmental challenges. Most pollution incidents are avoidable and with careful planning the risk of pollution can be minimised using a combination of various effective measures.	BRS 01	Managing Director
3.1	There are several types of pollution that could occur on a house development, but the most common and highest risk is silt pollution and it can easily damage and kill aquatic life by smothering and suffocating and can cause flooding by blocking culverts and channels.		
3.2	At the point of land purchase, details of all existing watercourses (e.g. streams, ditches etc) should be identified as part of a Water Course Survey. This should also include taking water quality samples in order to ascertain levels of pollution that may or may not already exist.	<u>SHE Form 01</u>	Land / Technical Director
3.3	During the pre-construction phase, Geotechnical and Environmental reports assessing soil type and topography should be reviewed when developing a Surface Water Management Plan. This should include all permanent protection measures of all receptors. This plan should also include temporary arrangements to facilitate the first phase of roads and sewers including the construction or outfalls.	<u>SHE Form 05, Section 18</u>	Contracts Manager
3.4	The Surface Water Management Plan (The Plan) must also identify the permanent measures installed by the roads and sewers contractors, but also include any further measures and maintenance required by the Groundworkers to facilitate on going build i.e. further topsoil / vegetation strips.	<u>SHE Form 05, Section 18</u>	
3.5	The surface water management plan is required as part of the development of the Construction Phase Safety, Health and Environmental Plan	<u>SHE Form 05, Section 18</u>	
3.6	To ensure that any surface water leaving a development is sufficiently treated as to be acceptable for disposal into controlled waters. This will be achieved by: identifying potential entry points of surface water onto or within the site	NOTE	

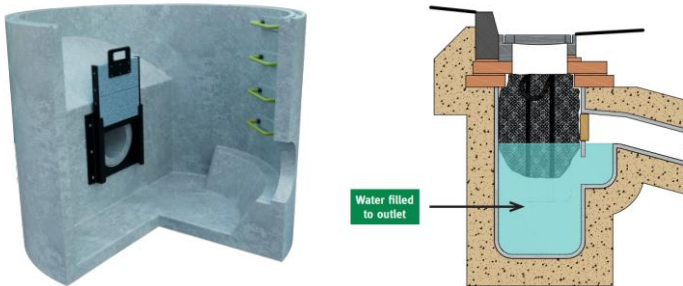
		Reference	Responsibility
	- the implementation of specific measures for capture (lagoons) and final treatment within our boundaries, prior to being discharged off site - Implementation of Emergency Measures/ Arrangements		
3.7	Additionally, the plan will identify the requirements to ensure that any implemented measures are adequate and effective, through monitoring, sample collection or other means.	<u>SHE Form 10</u> <u>SHE Form 10a</u> <u>SHE Form 18</u> <u>SHE Form 29</u>	Technical Director / Contracts/Site Manager
3.8	Monitoring records (logs, photographs etc.) must be kept. The plan will identify the responsible parties (named) for each item and the frequency of each event.	<u>SHE Form 10</u> <u>SHE Form 10a</u>	Technical Director / Contracts/Site Manager
3.9	The plan will be reviewed at appropriate frequencies dependant on risk and impact, but not exceeding three monthly intervals.	<u>SHE Form 05</u> <u>Section 18</u> BRS 01 – Section 9.0	Technical Director / Contracts/Site Manager
3.10	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 Redrow 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 86. This assessment must be reviewed at least annually.	<u>SHE Form 86</u>	Technical Director
3.11	Appointment of Environment Consultants A Specialist Consultant shall be appointed where a site is known to have sensitive water receptors, such as watercourses either within or in close proximity to the site boundaries.	<u>SHE Form 01</u> <u>SHE Form 03</u>	Technical Director
3.12	The frequency of visits undertaken by specialist consultants will depend upon the surface water management risk on site and this frequency shall be referenced in the Site Surface Water Management Plan. Frequency of visits may fluctuate from monthly, quarterly and bi-annual visits, pending on the risk level deemed by the Technical Dept and the SHE Dept.	Surface Water Management Plan	Technical Director SHE Dept
3.13	Specialist consultant reports must be reviewed by the Technical Dept when completing the monthly SHE Form 10's. Any actions if deemed appropriate must be referenced on the SHE Form 10 so they can be closed out via the SHE Form 10A.	<u>SHE Form 10</u> <u>SHE Form 10a</u> Section 13	Technical Director

		Reference	Responsibility
4.0	Prevention of contamination of watercourses and site drainage systems		
4.1	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. 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. Silt Mats A versatile, heavy-weight silt control product used on land, in ditches or in streams and rivers. Silt mats can be positioned suit the channel type, channel dimensions and flow rate to give the most effective coverage. Mats are staked directly into the channel bed but they can also be weighted down. Use of Floc Mats and Flocculants Floc Mats can be placed in ditches and channels, as water moves over and through the biodegradable mat fibres they capture and trap silt, clay and other fine sediment naturally.	Surface Water Management Plan	Technical Director/ Contracts Manager

		Reference	Responsibility
	Flocculation refers to the process whereby fine particles are made to clump together into a larger and heavier particle called a 'floc'. This process is very useful for separating solids from liquids. Flocculants can play a crucial role in water treatment by preventing silt pollution escaping from site and into watercourses. NOTE: Regulators, such as the Environment Agency (EA), Scottish Environmental Protection Agency (SEPA), Natural Resources Wales (NRW) and Northern Ireland Environment Agency regulate the use of flocculants on construction sites. Silt Barriers Fencing and barriers should be installed where required to prevent silt water run off affecting site boundaries and water receptors. Fencing and barriers must be inspected, maintained to ensure prevention against Silt Water Contamination. 		
5.0	Temporary Dewatering from Excavations to Surface Water		
5.1	A water discharge activity permit (from the Environment Agency) is <u>not</u> required when discharging rainwater from an excavation where the below applies. - Discharge is clean rainwater or infiltrated groundwater which has collected in the bottom of the trench - It will not result in suspended solids entering the surface water - Discharge lasts no more than 3 consecutive months (the activity may stop and restart but the clock does not restart). If it is likely to go over 3mths then a permit will be required - Discharge is only to surface water such as a river or stream		Contracts Manager / Site Manager

		Reference	Responsibility
	- The controls are detailed in a method statement for the operation - Discharge cannot take place within or less than 500m upstream of; Sites of Scientific Interest, Special Areas of Conservation, Special Protection Areas and other nature conservation areas such as nature reserve.		
5.2	A water discharge activity permit (from the Environment Agency) will be required when using a treatment method to remove silt. This will need to be in place before any dewatering activities take place. A discharge consent will have monitoring requirements, and these will need to be undertaken at intervals stipulated by the permit and recorded on SHE Form 93.	<u>SHE Form 92</u> <u>SHE Form 93</u>	Technical Director / Site Manager Technical Director / Site Manager
5.3	Irrespective of any Environmental Agency requirement, any dewatering on a Barratt Redrow site will require a Barratt Redrow Permit to be in place before the activity is undertaken. This to ensure that the correct controls are in place and no environmental pollution is taking place. The permit is to be issued by the Technical Dept and controlled by the Site Manager.	<u>SHE Form 92</u>	Technical Director / Site Manager
5.4	Records of the above must be maintained for a minimum of 2yrs on A-site. Further information can be found at https://www.gov.uk/government/publications/temporary-dewatering-from-excavations-to-surface-water/temporary-dewatering-from-excavations-to-surface-water	<u>SHE Form 92</u> <u>SHE Form 93</u>	Site Manager
5.5	The use of settlement tanks is becoming more critical for applications where water with fines is to be discharged into a water course. The Environmental Agency is enforcing the requirement to separate solids before discharging. 		

		Reference	Responsibility
6.0	Protection of site drainage systems		
6.1	Gully Protection products can aid improving the water quality by retaining chemical content such as hydrocarbon's, heavy metals, de-icing agents amongst others of which are typically found in run-off prior to discharge.	<u>SHE Form 05</u> Groundwork Trade Specification	Contracts Manager
6.2	Gully Protection systems are an environmentally friendly silt trap, which require low maintenance and are a reusable engineered solution that assists in the prevention of blocked gullies, surface flooding and watercourse contamination due to silting and debris build-up.	Surface Water Management Plan	Groundwork Contractor
6.3	Gully Protection Systems are easily installed within gully pots and other water transport systems such as manhole chambers and channel drainage systems and works by trapping the debris and contaminants carried by surface water run-off. 		
6.4	Proprietary Drainage Protection Systems has been developed to provide a sustainable and maintainable solution to prevent silt and suspended solids from migrating to the outfall of the surface water system. The benefits of installing these products during the construction phase are that they help prevent and alleviate pollution to the downstream connected wetland, pond or watercourse.		
6.5	The product is designed to be installed into the last surface water manhole/chamber before the final outfall.		
6.6	This blocks silt or debris that has not been removed by other silt management systems that should be installed upstream in road gullies and manhole covers and to also support any headwall protection system.		

		Reference	Responsibility
6.7	 Gully bags should only be used as a Gully protection product if it has not been possible to install more effective proprietary drainage systems. They should be considered as the least favourable solution.		
7.0	Inspection and Maintenance of Gully Protection System Products	<u>SHE Form 29</u>	Site Manager
7.1	Gully protection must be inspected in line with the SHE Form completion requirements of the Site/Contracts Managers/SHE Dept/Tech Dept and any remedial work required is relayed through the SHE Form 10a.	<u>SHE Form 10</u> <u>SHE Form 10a</u> <u>SHE Form 18</u> <u>SHE Form 29</u>	Contracts Manager/ Groundwork Contractor SHE Dept
7.2	Maintenance would simply involve the removal of the product and power hose off in a bund to contain and manage silt and any contaminants prior to reinsertion back into the gully pot.	<u>SHE Form 10</u>	Technical Manager
7.3	The groundwork contractor must be informed to ensure maintenance and replacement of the gully protection products.	Trade Specification	Commercial Director
8.0	Disposal of Gully Protection Products		
8.1	Gully waste must be treated in the same manner as road sweeper arisings as identified in the plan.	Surface Water Management Plan.	Contracts Manager / Site Manager / Groundwork Contractor
8.2	Environmental Risk Assessment and Waste classification to be determined by suitably trained & competent person.	NOTE	
9.0	Storage of Chemicals and Oils		
9.1	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	<u>SHE Form 05</u>	Contracts Manager/ Site Manager

		Reference	Responsibility
9.2	Static Oil Storage Containers Oil must be stored in either an integrally bunded tank or a double skinned tank: - An 'integrally bunded tank' 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. - A 'double skinned tank' has 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. It must be 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. In addition: - Containers 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
9.3	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
9.4	Storage and use of other chemicals (Quantities less than 200L) • 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. • All chemical products must be stored in a lockable container to prevent authorised discharge and use.	<u>SHE Form 05</u> BRS 10	Site Manager

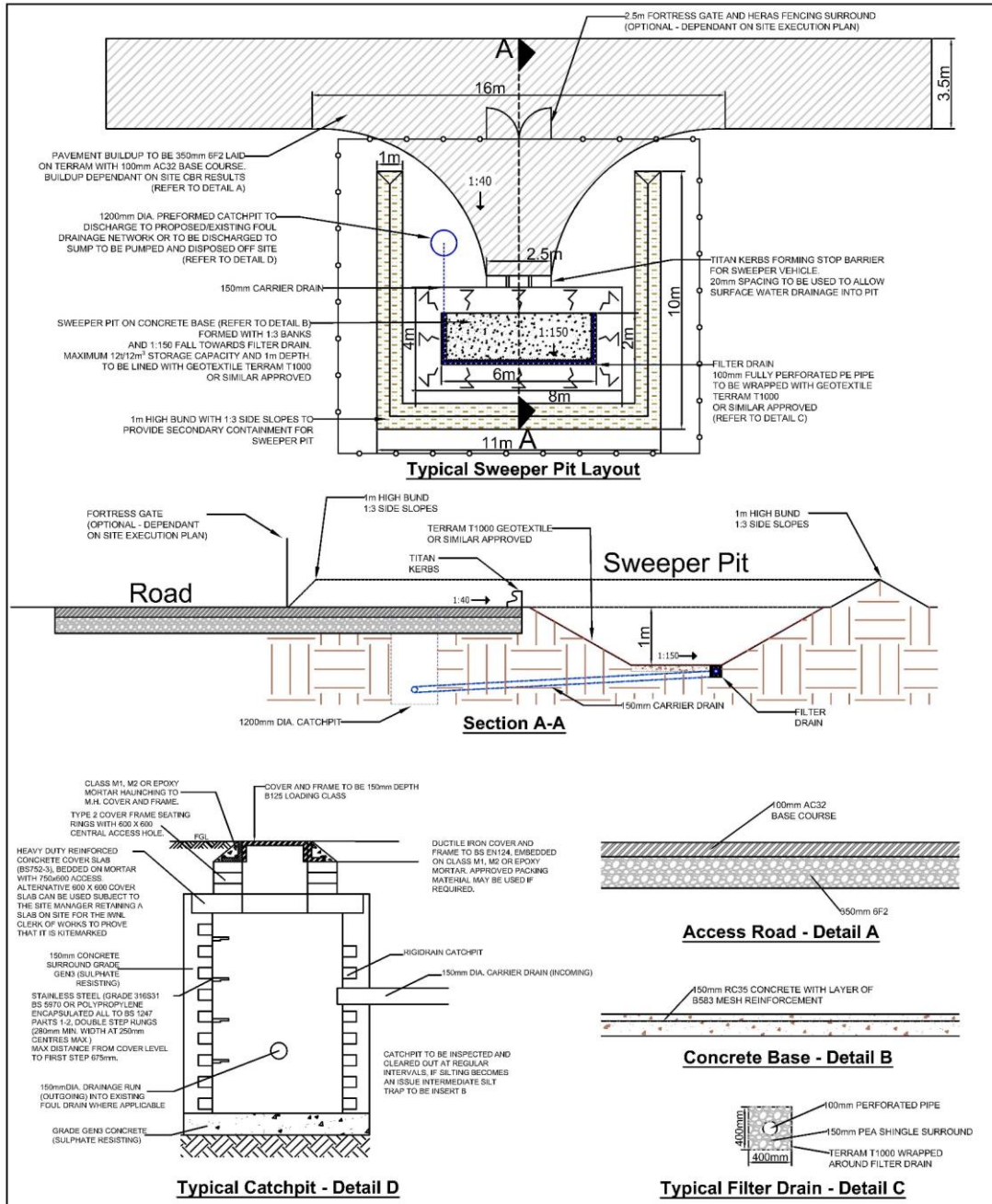
		Reference	Responsibility
9.5	Storage of Flammable Liquids and LPG - Containers of Flammable liquids and LPG cylinders must be stored in suitable cages in open compounds which are securely fenced and shaded from the sun. - Flammable liquids and LPG must not be stored together. - Where the storage of flammable liquids or LPG is necessary the quantity stored must be kept to a minimum based on assessment and the facilities for storage. - 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. - Storage areas must be appropriately signed.	<u>Construction Signage Brochure</u>	Site Manager
9.6	Security Storage areas must be designed/located to prevent unauthorised interference and vandalism.		Site Manager
10.0	Dealing with Spills		
10.1	A spill kit 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. - 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.	<u>SHE Form 05</u>	Site Manager

		Reference	Responsibility
	- 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.		
10.2	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 and Environmental Plan.	<u>SHE Form 05</u>	Site Manager
10.3	Where any discharge has occurred action must be taken to minimise contamination of watercourses.		Site Manager
10.4	All environmental incidents must be recorded on Group incident reporting platform and reported immediately to Managing Director, Construction Director and SHE Department	Group Incident Reporting Platform	Contracts Manager / Site Manager
11.0	Road Sweepers		
11.1	Road sweepings can contain mixed waste materials, including leaves, grit, mud, litter, glass, oils, paper, plastics and cans. The silt/muds may contain heavy metals, other contaminants (e.g., road salt) or de-icing chemicals and have high leachable organic content. Road sweepers are to be clean on arrival to site.	Appendix 1	Technical Director/ Construction Director
11.2	There are 2 options for disposing of the waste: Option 1 - Waste to be removed from site by the sweeper company Option 2 - Waste tipped into a dedicated secure location on site. When setting up a sweeper pit, the area must be secured with fencing and bunded (See typical example – Appendix 1)		
11.3	Road sweepers cannot tip on site if they have visited other sites to prevent cross contamination.		
11.4	The following are Environment Agency regulatory requirements for street sweepings. If these are not met, then an environmental permit for waste operations will be required.		

		Reference	Responsibility
	- Only screen and dewater road sweeping waste from building sites may be stored - No more than 12 tonnes of road sweeping waste can be stored at any one time - Road sweeping waste can only be stored for a maximum of 1 month - Over a 7 day period there can be no more than 30 tonnes of road sweeping waste. - Road sweeping waste must be stored, screened and dewatered in a secure place on an impermeable surface with secondary containment.		
12.0	Concrete Wash Out Areas		
12.1	Concrete washout can be contained in a lined skip. This must be impermeable and designed to ensure no untreated wash water can enter surface water drains or watercourses, including groundwater.		Contracts/ Projects Manager
12.2	Contaminated water can be allowed to evaporate, taken away by tanker or be treated to neutralise the alkalinity before discharging.		
12.3	Concrete wagon wash-out contains suspended solids and has a high pH (is highly alkaline), therefore has the potential to pollute watercourses and groundwater. If concrete pours are expected, suitable measures for preventing or dealing with concrete wash-out water must be identified and agreed with subcontractors or suppliers.		Contracts/ Projects Manager
13.0	Monitoring and Maintenance		
13.1	The following environmental monitoring is to take place on site: - Monthly SHE10 visits – Ensure that there is sufficient detail and that all actions are addressed, or ensure missed actions are logged. - Daily (Site Manager) Inspections - Weekly Site Manager Inspections	BRS 06/ <u>SHE Form 29</u> <u>SHE Form 10</u> <u>SHE Form 10A</u> Section 3	Technical Director/Site Manager
13.2	The above inspections and reports should include photographic evidence, including any bad practices or pollution from adjacent sites. Ensure contractor is fulfilling their duties to maintain the control measures.	QA 14 & 28 SM & CM Site Close Down Forms	Contracts Manager / Site Manager

		Reference	Responsibility
	Ensure a pump station monitoring and maintenance contract has been implemented to prevent blockages and spills. Inspections are to be completed to drainage systems using camera recording equipment.		Site Management
13.3	When jetting storm water runs an inspection to the last outfall manhole must be completed before works commence. Hydro-brakes must be in place to prevent silt running directly into the watercourse system or the outlet must be stoppered, the manhole used as a catch pit to allow for the contents to be pumped out. Where the outfall runs directly into a watercourse through a headwall then silt protection must be installed.		
14.0	Use of Hydrants on Site		
14.1	There may be occasions where there is a requirement for a temporary water supply on a site via a hydrant. Water Companies must ensure that drinking water is protected, therefore connection to the water network can only be through an approved standpipe for temporary supply. These standpipes are fitted with a double-check valve that prevents water from entering the water mains, a water meter to monitor the water leaving the mains and GPRS capability to ensure all usage is tracked. Each water company will have an agreement specific to their network, most having an approved contract partner where the standpipes can be hired. Details of which can be found on their websites.		Site Management
14.2	The site team must, through the Technical Department, identify the regional Water Company for the development, and therefore which approved contract partner to arrange standpipe hire. It is worth noting that approved standpipes are often brightly coloured and therefore any that are non-approved are easily identifiable.		Technical Director Site Management
14.3	The use of non-approved standpipes is considered an offence under section 174 of the Water Act and should be reported immediately to the Water Company or their approved contract partner.		

Appendix 1 – Typical Sweeper Pit



OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

29 WASTE MANAGEMENT



Version Control	Date
V3.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction, and SHE Director	01.04.2025
Author	Steve Wilson, Group Waste Manager	01.04.2025

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Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document.

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

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Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
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It is vitally important that all members of the SHE team are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Waste management.

2. SHE Policy and Controls

The SHE Policy states:



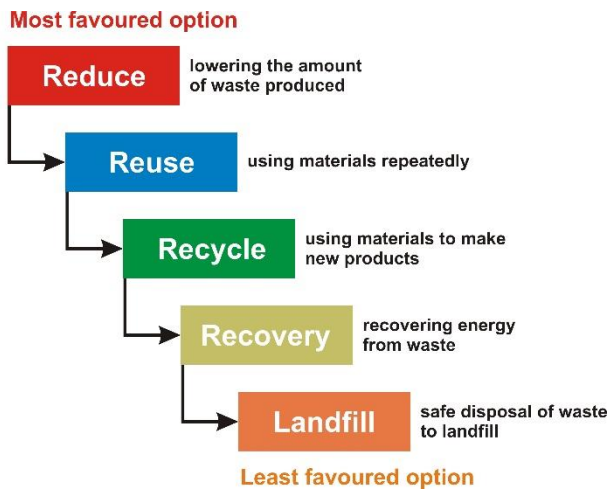
- A review of all opportunities for waste minimisation via the Group procurement process must be undertaken for all suppliers and each challenged to reduce waste through the construction process.
- All waste disposal companies used must be permitted or licensed by the EA, NRW and SEPA respectively. In 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.

The Primary SHE Controls are:



- 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.
- All sites to ensure contractors adhere to the segregation at source instruction utilising tipper skips/bins to eliminate cross contamination of waste streams.
- Divisional Construction Director/Manager and Commercial Director to meet with the Waste Management Provider to discuss and improve waste management.
- Site Manager must perform periodic reviews to ensure 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.

3. Waste Management

		Reference	Responsibility
1.0	Introduction		
1.1	This Barratt Redrow Standard details the Waste Management policy and procedures. The policy and procedures reflect the company's commitment to waste management as part of our overall Environmental policy.		Managing Director/ Operations Director
1.2	We are committed to: Adopting embed Circular Economy principals (outlined in Appendix 2 – Circular Economy), including a life-cycle approach towards design and specification, to reduce waste generated through design activities. Purchase environmentally preferable products and increase the proportion of recycled materials used to build houses/apartments, wherever possible and within budgetary limitations. Work with manufacturers and the supply chain to achieve material optimisation through design choices and material selection.		
1.3	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. Our approach to overall resource management is based on the following hierarchy: Most favoured option  <pre> graph TD A[Reduce] --> B[Reuse] B --> C[Recycle] C --> D[Recovery] D --> E[Landfill] </pre> Least favoured option • Prevention or minimisation of waste through the design process • Use of materials efficiently to reduce waste		

		Reference	Responsibility
	• 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 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 within our supply chain. This will include training and information to employees, contractors and suppliers on waste minimisation opportunities and resource efficiency		
2.0	Definitions		
2.1	Construction Waste Construction waste is defined as materials or substances created as a by-product of the above-ground construction process that must be removed from the construction site and disposed of via either landfill or an alternative disposal route. Currently not included in Construction Waste Definition: • Materials from the demolition of existing buildings on our developments where managed and controlled by a specialist contractor employed as Principal Contractor • Pallets removed from site by our nominated licenced carrier which are repatriated with the suppliers, refurbished for re-use or materials recycled • Materials from customer appointed/managed fit out works including Carpets/Curtains/Wardrobes/Interior Design • Any uncontrolled fly tipping which we are required to manage on our owned land • Any domestic waste generated by customers moving into their new homes • Waste generated from the Sales area • Waste from completed developments (Customer Care Works) • Waste arising from our site Welfare Areas • Waste from Offices • Waste arising from legacy work carried out under the Building Safety Act 2022 • Waste arising from the presentation and maintenance of stock plots.		

		Reference	Responsibility
2.2	Diversion from landfill The Group defines “Diversion from landfill” as above-ground construction waste (as defined in 2.1) with a final disposal route other than landfill. The term ‘diversion from landfill’ is <u>NOT</u> to be used interchangeably with ‘recycled’. Diversion from landfill encompasses many disposal routes, of which recycling is only one • Specific inclusions: waste composted, incinerated for energy, destroyed through mass burn, recycled or repurposed. Include waste re-used where it has first been removed from site via a waste contractor. • Specific exclusions: all landfill waste. Re-use items where the material or tool has been re-used on site or collected by the initial suppliers for the purpose of re-use (including pallet collection schemes).		
2.3	Tonnage Waste is measured by its mass in tonnes. “Tonnage” refers to the overall mass of waste, as distinct from “waste intensity” or a percentage figure, for example as used when describing a percentage of waste diverted from landfill.		
2.4	Legally completed area The legally completed build area includes all habitable areas of a building and multiple floors where applicable. It excludes outside areas such as patios, garden areas, parking and garages, sheds and other external storage areas. It excludes communal area such as landings and shared hallways. It excludes the floor area of commercial premises including those constructed by Wilson Bowden Developments. The legally completed build areas shall be provided by Group Finance in the format of total legally completed square foot area per division for the reporting period required. The area in square feet shall be converted to square metres by applying a conversion factor: the area shall be multiplied by 0.092903 to give the area in square metres.		
2.5	House build equivalent area “House build equivalent area” or “house build equivalents” may be reported upon for internal use only. This metric differs from legally completed build area reported on publicly through its inclusion of partially constructed home build area estimated according to stages in the build process.		

		Reference	Responsibility
2.6	Controlled Waste – Any waste arising from the site which the holder discards, intends or is required to discard.		
2.7	Hazardous Waste – Waste that has hazardous properties that may be harmful to human health or the environment. (See section 11)		
2.8	Inert Waste – Is solid waste that is physically, chemically and biologically stable from further degradation over time and considered to be nonreactive. Examples include, rubble, concrete, bricks, blocks, tiles, ceramics soil, sand and gravel.		
2.9	Active Waste – Is waste that will biodegrade over time and includes wood, plastic, metal and vegetation.		
2.10	Waste Carrier – Person/Company with licence to transport waste (must hold a valid waste carriers licence issued by the EA/NRW/SEPA).		
2.11	Waste Transfer Note (WTN) is a document that accompanies the transfer of non-hazardous waste between different holders.		
2.12	Consignment Note – A controlled document for the movement of hazardous/special waste.		
2.13	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.		
2.14	Mirror Hazardous Waste – these wastes may be hazardous depending on whether it contains dangerous substances at or above certain action levels.		
2.15	European Waste Catalogue (EWC)/List of wastes – These are a list of wastes that have been categorised as hazardous or non-hazardous and have a distinct 6-digit reference code.		
2.16	Waste Management Hierarchy The hierarchy for waste management which must be applied to transferring any waste through prevention, preparing for reuse, recycling or recovery.		
2.17	Waste Minimisation - Design Includes a range of methods to 'design-out' waste from a business and limit waste arising's from its activities		

		Reference	Responsibility
2.18	Waste Management Involves identifying potential waste streams and managing these to ensure efficient disposal.		
2.19	Divisional Waste Champions All Divisions must appoint a Divisional Waste Champion from within both of their Commercial and Construction functions, who will act as the day-to-day divisional waste management leads.		Construction Director / Commercial Director
3.0	Waste Minimisation - Supply		
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.	<u>SHE Form 05</u>	Group Procurement/ Buyers
3.2	All developments must consider opportunities to minimise waste through the design stage and 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.		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		Office Manager

		Reference	Responsibility																														
	- 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: - Paper - Cardboard - Printer and toner cartridges - Plastic cups - Metal drinks cans - Food - Batteries - Electrical Equipment For our offices located in Wales, refer to section 5.2.1																																
5.0	Waste Management on Construction Sites																																
5.1	<table border="1"><thead><tr><th>Waste Stream</th><th>Colour Code</th><th>Container Type / Size</th></tr></thead><tbody><tr><td>Mixed Waste</td><td>Red</td><td>See note below*</td></tr><tr><td>Inert Waste</td><td>Green</td><td>Stockpile*** (Clearly signed)</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><tr><td>Mixed Recycling</td><td>Based on supplier</td><td>8 yd FEL or 1100L bins</td></tr><tr><td>Food Waste</td><td>Based on supplier</td><td>120/140L bin</td></tr></tbody></table> *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 (ROROs) to be used on any development unless authorised in advance by the Group Waste Manager due to the potential for contamination and reduced ability to monitor excess waste. *** Skips or Roll on Roll Off must not be used unless Director level sign off is agreed in advance **** Plasterboard should only be removed via a Group approved route	Waste Stream	Colour Code	Container Type / Size	Mixed Waste	Red	See note below*	Inert Waste	Green	Stockpile*** (Clearly signed)	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 Recycling	Based on supplier	8 yd FEL or 1100L bins	Food Waste	Based on supplier	120/140L bin	Appendix 1 4.2	Contracts Manager/ Project Director/ Area Construction Manager
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		Reference	Responsibility
5.1.1	Rain adds to the density of waste therefore during inclement weather, skips must be covered with a proprietary cover, as a minimum overnight. Where consistency of supplied skips dimensions allows the group approved design for a lift of scaffold frame should be used to suspend the cover.	Docushare	Construction / Project Director
5.1.2	No waste removal via any route other than Group appointed Waste Contractors is permitted without the prior approval of the Group Waste Manager or Group Construction and SHE Director.		Construction / Project Director
5.2	On Site Recycling All sites in England and Scotland must segregate Dry Mixed Recycling waste streams from other waste and collection for offsite recycling by a Group approved Waste Management Contractor. Materials that are currently accepted within our mixed recycling service/containers: • Paper (non-confidential) • Cardboard packaging • Card (includes protective flooring) • Metals (food/drink cans and tins) • Empty Plastic drink bottles, food tubs/trays • Predominately clear LDPE plastic packaging (material wraps) In addition to the above Food Waste (no minimum amount) must be disposed of and collected separately from all other waste streams for offsite recycling by a Group approved Waste Management Contractor. This requirement excludes Scotland.		Construction / Project Director
5.2.1	WORKPLACE RECYCLING - WALES ONLY All locations (Offices and Developments) must have a separate collection for offsite recycling by a Group approved Waste Management Contractor. of the following single source segregated items: • Food (for locations that produce more than 5kg of food waste per week) • Card & Paper (Cardboard packaging, protective card floor covering, non-confidential paper) • Metal & Plastic (Empty – food/drink cans and tins, Plastic drink bottles, food tubs/trays)		Office Manager (Offices) Construction / Project Director (Developments)
5.3	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		Site Manager

		Reference	Responsibility
	signage to ensure the area is clearly visible. Signage warning against Fly Tipping and unauthorised usage must also be prominently displayed including at the entrance to site.		
5.4	All sites to ensure contractors adhere to the segregation at source instruction utilising tipper skips/bins/plot bags to eliminate cross contamination of waste streams.		Site Manager
5.5	All sites must appoint a designated waste champion for ensuring segregation and management of waste is taking place.		Site Manager
5.6	All sites must have a process in place to capture, store and promote the reuse of off-cuts e.g. Noggin/Dwang box and useable plasterboard off-cuts.		Site Manager
5.7	The Waste Information and guidance wall that includes the Ten Steps to Waste Reduction poster, Best Practice examples and KPI performance (which should be updated monthly) in or adjacent to the Health and Safety hub.		Site Manager
5.7.1	Requirement for waste management to be included at the site-specific induction and where available (Biffa, Ecoefficiency and Reconomy serviced Divisions only) The Video Toolbox Talk (Waste Management) should be utilised to support this, and the video should also be used to support addressing repeated failing to adhere to the correct segregation.		Site Manager
	https://vimeo.com/778604147/43aa4dbe15 Reconomy and Ecoefficiency Serviced Divisions (excluding London)		
	https://vimeo.com/851339504/41104866a6?share=copy Biffa Serviced Divisions		
5.8	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).		Contracts Manager/ Project Director
5.9	Pallets including Green Pallet Loop pallets must not be placed into skips and the Group “take back” scheme must be used. Pallets must be stored on suitable ground, in a signed, designated area and stacked (safe and stable, and where possible with similar sized pallets) no more than 15 high.	Docushare (standard signage catalogue)	Site Manager

		Reference	Responsibility
5.9.1	Divisional Construction Director or Head of Construction and Commercial Director and Divisional Waste Champions to meet on at least on a bi-monthly basis with the Waste Management Provider. Divisions that are above their tonnes per 100m ² waste intensity target or identified by the Group Waste Manager as a Division that requires additional support and focus should continue monthly.		Construction Director / Commercial Director
5.9.2	Review meetings should also be held by Divisional Waste Champions with the Group Pallet “take back” provider these review meetings should be held as a minimum quarterly with more frequent reviews required for those Divisions returned less than 50% of their estimated pallets on site number. Annual reviews Pallet reviews should also be held with Construction and Commercial directors.		Construction Director / Commercial Director
5.9.3	Site Management must accompany the Waste Management Contractor on Waste Audits to review performance against the waste policy and segregation performance		Site Manager
5.9.4	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 Natural Resources Wales (NRW) 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 always be available on site. 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, NRW 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

		Reference	Responsibility
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. • On site concrete, bricks, tiles or other inert materials can be crushed and reused as subbase 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. Specific conditions are that: a) The total quantity of waste treated over any period of 1 hour does not exceed 20 tonnes. b) The quantity of waste stored at any one time does not exceed 200 tonnes. Movement of the material to other locations will be subject to waste transfer documentation and waste carriers licensing with a full record of all movements to be maintained that includes the depositing site permit number. • 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) should be obtained to allow use of suitable wastes for small scale construction. Example activities include: ○ 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. ○ Using road plantings and rubble to build a track, road or car park. ○ Bringing in some soil from another place for use in landscaping at a housing development.		Technical Director Technical Director Technical Director Technical Director

		Reference	Responsibility																																																
8.3	The following limits apply to any exemption: 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> 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> 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><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><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 subbase 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	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	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 subbase only		Technical Director
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8.4	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.		Technical Director
8.5	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. 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
8.6	Relevant activities involving uncontaminated materials produced on site and then reused on the same site may include cut and fill; simple foundation excavations with arising's spread evenly under the ground floor slab and the combination of soils to create a retaining structure.		Technical Director
8.7	On multi-phase developments, if arising's are used 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
8.8	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/NRW/SEPA respectively. These exemptions must be applied for prior to the work commencing (25 days in England and Wales and 21 days in Scotland). 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.		Technical Director

		Reference	Responsibility
	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/NRW/SEPA requirements.		Contracts Manager / Project 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). Where specific areas of concern arise, these should be notified to the Group Waste Manager.		Site Manager
9.2	All waste must be appropriately identified and stored on site and covered to prevent uncontrolled release. Skips must not be overfilled or 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.		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.	See Section 10 & 11	Contracts Manager/ Project Director
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.		Managing/ Commercial/ Technical Director
9.6	If Barratt Redrow are not the Principal Contractor, the pre-contract meetings and competency checks must identify waste management procedures and arrangements made by the external PC.	BRS 01 BRS 03 <u>SHE Form 19</u>	
10.0	Waste Transfer Notes (WTN)		
10.1	To enable review of Waste Transfer Notes your Waste Management Supplier should be contacted and access to their portal provided.	BRS 41	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.	BRS 01 <u>SHE Form 19</u>	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	Waste Management	Site Manager

		Reference	Responsibility
	description for the waste stream. They must indicate that the hierarchy for waste control has been applied. Construction waste codes are included in Section 12.	Supplier Portal	
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.	Waste Management Supplier Portal	Site Manager
10.6	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)		
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		Site Manager
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		
11.3	Parts A & B must be completed on each copy of the consignment note. A broker can complete this, but it remains Barratt Redrow 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.		

		Reference	Responsibility
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

Non-Hazardous Waste Types	Waste Description	EWC Code
Asphalt	Bituminous mixtures	17 03 02
Canteen waste (Food)	Biodegradable kitchen and canteen waste	20 01 08
Contaminated bund waters	Aqueous liquid wastes containing non-dangerous substances	16 10 02
Dry mixed recycling (mixed packaging)	Mixed packaging	15 01 06
Inert	Mixed concrete, bricks, tiles and ceramics	17 01 07
Metallic packaging (tins, cans, packaging)	Metallic Packaging	15 01 04
Municipal waste/general waste	Mixed municipal waste	20 03 01
Packaging (plastic)	Plastic packaging	15 01 02
Paper and cardboard	Paper and cardboard	15 01 01
Plasterboard	Gypsum / Plasterboard	17 08 02
Road sweeper waste	Sweeper Waste	20 03 03
Sanitary waste	Sanitary Waste	20 01 99
Scrap metal (from construction and demolition)	Scrap metal (from construction and demolition)	17 04 07
Sewage waste for cess tank (including sludge)	Septic tank sludge	20 03 04
Soil and stone (not contaminated)	Soil and stone (not containing hazardous substances)	17 05 04
Waste concrete (from construction)	Concrete	17 01 01
Wood waste (from construction and demolition)	Scrap wood (arising from construction and demolition)	17 02 01

Hazardous Waste Types * denotes Hazardous Waste	Waste Description	EWC Code
Absorbents contaminated with hazardous substances (e.g., oily rags, used spill kits)	Absorbents, filter materials (including oil filters not otherwise specified), wiping cloths, protective clothing contaminated by dangerous substances, nappy pads.	15 02 02*
Aerosols	Gases in pressure containers (including halons) containing hazardous substances	16 05 04*
Batteries	Batteries (including lead, Ni-Cd, mercury, and alkaline containing batteries) and other unsorted batteries and accumulators	20 01 33*
Expanding Foam	Gases in pressure containers (including halons) containing hazardous substances	16 05 04*
Fluorescent tubes	Fluorescent tubes	20 01 21*
Hydraulic oil	Hydraulic oil and hydraulic oil containing PCBs	13 01 01*
Insulating oil	Insulating oil	13 03 07*
Interceptor sludge	Interceptor Sludge	13 05 03*
Mastic, Sealants and Adhesives	Adhesives and sealants containing organic solvents or other hazardous substances	08 04 09*
Packaging containing residues or contaminated by hazardous substances	e.g., empty aerosols, drums, paint tins, packaging	15 01 10*
Oil contaminated bund waters	Aqueous liquid wastes containing dangerous substances	16 10 01*
Soil and stone (contaminated)	Soil and stone containing hazardous substances	17 05 03*

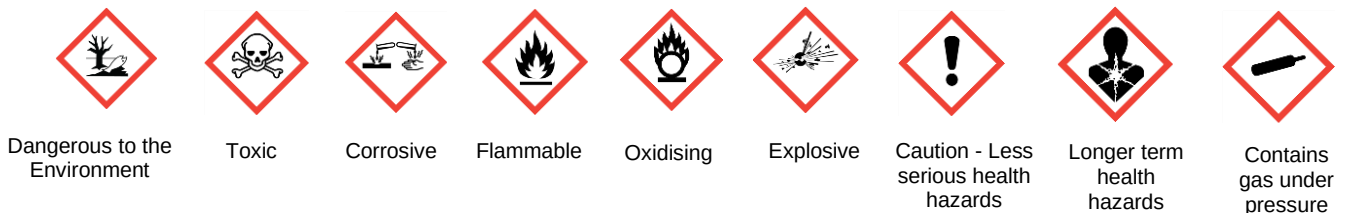
13.0 Timber Waste Treatment and Reuse

Although our waste timber is not currently classified as hazardous in nature, the varied levels of treatment no matter how nominal applied to all timber products would result in classification of our waste timber waste as treated.

Following a comprehensive review, chipping/shredding of our timber waste to reduce it in size, mass or volume for onward transport is not permitted as this process would require a T6 exemption and a T6 specifically states Untreated Timber. Additionally, the use of chipped/shredded treated timber derived from waste on site for paths and tracks however temporary is not permitted on our developments.

14.0 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.



14.1 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.

14.2 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 where practicable. 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.

Redrow – Painting Contractor to return to Crown, Brewers or Rabart Decorating Centres quoting the originating sites H-Code.

Barratt/David Wilson – Painting Contractor to return to Dulux Decorating Centre quoting the originating sites H-Code

Alternatively.

If requested, The Dulux Decorator centre will pick up the empty cans when they make deliveries of new paint to the site.

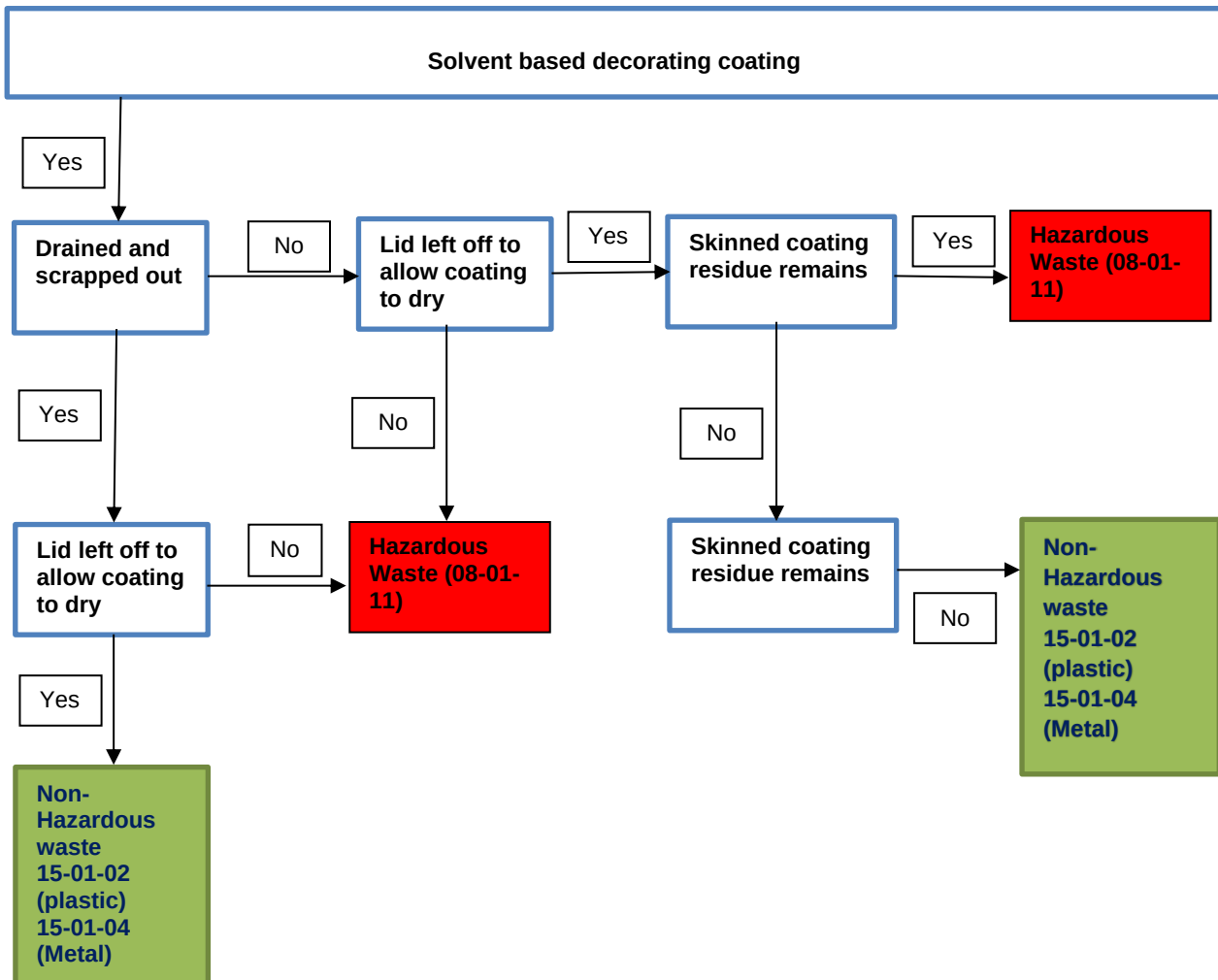
Dulux will provide bags for recycled cans as follows:

- Blue for water based
- Red for solvent based

If the onsite collection option is to be utilised a dedicated storage area clearly signed must be in operation.

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.

14.3 Mastic Tubes

Non-Hazardous Mastic Tubes can be disposed of via LMC/LWC Skips. Seek guidance from your Divisional Buyer if in doubt over the hazardous nature of the mastic or refer to the Material Safety Data Sheet for the product.

Mastic tubes displaying hazardous warning labels, 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.

14.4 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.

14.5 Waste Electrical Electronic Equipment (WEEE)

Under the WEEE directive we must ensure we dispose of our **Waste Electrical and Electronic Equipment** in the most environmentally friendly and compliant way.

The WEEE directive requires all waste of this type including everything from fridges, kettles to televisions are stored, collected and disposed of separately to other waste streams. Your Waste Management partner will advise you of the most appropriate and complaint solution for any waste of this nature that may arise or be unlawfully disposed of on our sites.

14.6 Fly Tipping

Our developments should always display prohibition signage that warns against fly tipping and ensure every effort is made to actively prevent occurrences.

We do however recognise that fly tipping can be an issue in and around our sites, and as a responsible house builder we understandably take action to clean up any such instances.

A separate removal of such waste can be arranged via our Group Waste Suppliers (and be excluded from construction waste submissions), **provided such approval has been sort and granted by the Group Waste Manager and requests will require supporting photographic evidence.**

14.7 Non-Construction Waste Skips

Waste not included within our Construction Waste definition (Section 2.1) may be classified as Non-Construction Waste and a skip provided for the sole purpose of removal of this waste.

Removal of such waste can be arranged via our Group Waste Suppliers (and be excluded from construction waste submissions), **provided such approval has been sort and granted by the Group Waste Manager and requests will require supporting photographic evidence.**

14.8 Soft Furnishings – Persistent organic pollutants (POPs) (Fly tipped/Site Office)

The Environment Agency (EA) have provided an update regarding waste items that could contain Persistent organic pollutants (POPs) and specific guidance has been issued for **soft furnishings including sofas, armchairs, futons, cushions and padded chairs.**

If it is not known explicitly if the soft furnishings do not contain POPs, then it must be assumed that they do and therefore any items of this nature that are fly tipped on Barratt Redrow land must not be co-mingled with other wastes.

Your Waste Management partner will advise you of the most appropriate and compliant solution for any waste of this nature that may arise or be unlawfully disposed of on our sites.

14.9 Groundworkers Waste

Groundworker Skip contents must be representative of Groundworker activity, this includes items not limited to insulation offcuts, packaging, pipe offcuts etc. etc. Waste arising from Barratt Redrow above ground construction is not permitted within these skips. Skips should be inspected periodically by the Site Management team to ensure correct usage.

All Groundworker skips should be located away from the Site Waste Compound, within or near to the Groundworkers compound and always signage stating Groundworkers Waste Only should be clearly displayed.

Where Groundworkers waste is persistently contaminating Barratt Redrow construction waste streams, Groundworkers should have dedicated tipper skips that are clearly signed Groundworkers Waste Only.

15.0 Road Sweepings

Guidance on Road Sweeping and permitted disposal options can be found in the BRS 28 – Environmental Protection [Policies & Procedures Manual](#)

16.0 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.

Appendix 1 - Waste Data Reporting Process Guide

1. Introduction

1.1. Objective

This manual sets out the policies and procedures for construction waste reporting for Barratt Redrow and its subsidiary companies (together referred to as 'the Group').

1.2. Waste Policies and Procedures



- **The Barratt Redrow Standard on Waste Management (BRS 29)** details the Group policy for operational waste management on-site. These reflect the Group's commitment to waste management as part of our Group Sustainability Policy.
- This document – **Waste Data Reporting Process Guide** – defines the Group's standards for waste data collection and reporting. This data and reporting process underpins the Waste Strategy outlined above.

1.3. Policy

- This manual is written to demonstrate the scope and method for the Group's inclusion of construction waste metrics in its public reporting, including in the Annual Report and Accounts and PLC website (www.barrattdevelopments.co.uk). Data collected is also used to assess operational performance, for investor benchmarks, in Group and divisional socio-economic footprints and for stakeholder engagement.
- Unless otherwise stated, compliance with the Waste Data Reporting Process Guide is mandatory for all waste contractors and divisions supplying the Group with data on construction waste.
- The Policy applies to all joint ventures in which the Group holds an interest where a member of the Group is an acting principal contractor unless the Group Commercial Director has agreed a specific amendment for a joint venture.
- Any exceptions **MUST** be agreed in writing by the Group Commercial Director in advance.
- This manual provides a single point of reference to define and standardise Group construction waste reporting policies and practices. It also provides a tool for spreading best practice across the Group.
- The manual is not intended to act as guidance to waste management practices on site. The Group's Waste Management Standards are included in the Barratt Redrow Standards (BRS) 29.

1.4. Procedures

- It is the responsibility of the Group Commercial Director to ensure that all records are maintained in accordance with this Guide.
- Any exceptions or agreements to vary from these policies must be authorised by the Group Commercial Director.
- Where authorisation is required from a specified individual, that individual may provide that authorisation via email provided that the documents being authorised are attached in the email chain for reference and for audit purposes.

2. Policy

2.1. Objective

The data collected on construction waste forms an important part in improving operational efficiency, and in external reporting against targets that the Group has made public. It must therefore be consistent, accurate and supported by appropriate documentary evidence.

2.2. Policy

- This data forms the basis for reporting at the end and half of the financial year. The Barratt Redrow half year is from the 1 July to 31 December. The full year is from 1 July to 30 June.
- All amounts must relate to waste collected from our sites during, or as at the date of, the reporting period. For example, waste data MUST relate to waste removed from site for disposal or recycling during the reporting period (which is not necessarily the same as the amount invoiced or paid in cash in the period).
- Exact figures must be taken from the weighed construction waste taken away from site for disposal by the approved waste management contractor. Estimates are not acceptable unless under exceptional circumstances. The methodology used to calculate any estimates and the basis for such calculations must be documented, reviewed and approved by the Group Commercial Director, and available for audit as required.
- If further information is necessary to provide a true and fair view or to explain significant changes between reporting periods, such information should be collected and saved in the evidence pack.
- Data must be collected by divisions monthly as per the waste strategy. The data for each month must be returned to Group Commercial on the 19th of the following month for verification (or the next working day where this falls on a weekend or public or business holiday). All data should be checked carefully by the division before submission to Group Commercial.
- Documentation supporting the collection of data must be retained by each division in accordance with the Group's policies and be capable of being produced as evidence for audit purposes. Examples of this include waste transfer notes, correspondence, emails, summaries and any calculations or conversions made by the suppliers.
- The collection of data and the basis for any estimates (if applicable) must be reviewed and approved by the Group Commercial Director and the Group Construction and SHE Director, for inclusion in the Group's public reporting.

3. Corporate reporting scope

Barratt Redrow waste collection data includes waste from all residential and mixed construction sites where Barratt Redrow is the principal/main contractor.

It **excludes** joint ventures where Barratt Redrow is not the principal/ main contractor; Wilson Bowden Developments; the normal domestic waste created by customers when they move into their homes which is collected by local authority contractors.

It **includes** construction sites where Barratt Redrow is a principal/main contractor and where sub-contractors are undertaking construction activities.

4. Data collection process

4.1. Auditable collection receipts

All construction waste removed from site must be weighed by the waste contractor and a Waste Transfer Note (WTN) provided. In addition to any information provided for legal compliance purposes, WTN must include information on:

- Waste contractor company name
- Size of skip collected
- Waste stream collected (this should align with waste streams identified in section 6)

Repeat transfers can be streamlined with less manual paperwork by using a WTN season ticket. A season ticket **covers many transfers for up to 12 months**. A season ticket can be used if all the below stays the same:

- Both the waste producer and the waste carrier or waste collection business
- The type of waste and description of the waste being transferred
- The locations where the waste is being moved from and to

If any of the above changes during the 12 months, a new WTN will be required, and the season ticket will be void.

An annual waste transfer note is a single note that covers many transfers throughout up to a year. An annual waste transfer note is just another term for a Waste Transfer Note Season Ticket.

You must keep a separate list of the date and amount of waste transferred under an annual note. This done by your waste contractor noting each transfer on a spreadsheet or reporting portal.

With both individual and annual WTNs we will require the waste contractor to consolidate this information for subsequent reporting (0).

4.2. Other waste

Plasterboard Waste must be removed by Barratt Redrow via A via a Group Approved Waste Management Contractor or via controlled route to British Gypsum (BG) where BG provide Barratt Redrow with verification of the volumes of received plasterboard.

If this waste is not disposed of or weighed by a Group Waste Contractor, it must be reported separately by the Division.

Groundworkers waste (skips)

Construction waste is defined as materials or substances created as a by-product of the above-ground construction process that must be removed from the construction site and disposed of via either landfill or an alternative disposal route.

We have set out and included a requirement in the trade specs for all Groundworkers to supply monthly data relating to removal of waste in skips.

Where sites have no provision within the Ground works package for skips and have now sited a skip specifically designated as Groundworkers waste on their sites, these must be identifiable in the Group Approved Waste Management Contractors - monthly reports to enable exclusion from the Divisional submissions

Groundworkers excavated materials

We have set out and included a requirement in the trade specs for all Groundworkers to supply monthly data relating to removal of excavated materials from sites.

Groundworkers report their waste weight/volume data, and this not included in Divisional submissions.

Monthly consolidation

The waste management companies must consolidate the waste collection receipts into a spreadsheet or waste data portal system showing granularity of waste stream type, housebuilding divisions and the tonnages disposed to landfill, tonnages diverted from landfill and tonnages recycled, reused. Divisional commercial teams are required to use the portal/report provided by the waste management companies and use to populate the "Waste Submission Sheet" Excel template with cumulative YTD data at the site level, which should then be sent to Group Commercial by no later than 5 working days after receipt of the waste tonnage data from your respective Divisional Waste

Construction waste not included in the above must also be collated by divisional teams and populated in the "Waste Submission Sheet" Excel template. This may include other wastes as identified in section 4.2 above and the waste stream must align with those identified in section 6.1. This shall be subject to audit of any calculation and waste collection receipts by Group Commercial if required.

4.3. Validation process

Divisional Commercial and Construction teams are responsible for querying and checking any data before sending to Group Commercial. This should be undertaken on at least a monthly basis. Checks should include checking waste acceptance notes and ensuring arithmetical checks are made on any summaries of data.

Group Commercial will query a sample of data received both from the divisions and from the waste contractors.

Specific checks relating to waste at all levels include:

- Interrogation of submissions recording abnormally high or low volumes of waste.
- Significant percentage changes in waste streams recorded from one reporting period to the next.
- Misalignment between the direction of travel for waste data as submitted and unit completions during the reporting period.
- Cross checking a list of sites submitting waste data with a Group Finance/TM1 record of build active construction sites.
- Cross checking construction waste tonnage to waste management company portals/reports.

- Cross checking submitted legal completions, legally completed area and house build equivalent area against TM1 / Group Finance values.
- Investigating reasons for unusual period-on-period variances.

The legally completed build area with figures held by Group Finance on the TM1 system as per the definition.

The Group Commercial Director will conduct a high-level review of the data spreadsheet for sign-off.

The Waste Reduction Group will also discuss data trends, performance against corporate KPIs, and waste-stream or divisional anomalies at the half year and end year time periods as per the waste strategy.

5. Monitoring and compliance

5.1. SHE Monitoring Visits

Operational waste management procedures including the correct segregation of waste and correct licensing and permits for waste disposal can be found within the Barratt Redrow Standards on waste (BRS 29). Compliance and monitoring of these procedures at the operational level are found within the Barratt Redrow Standards on Monitoring, Reporting and Auditing of Safety, Health & Environmental Standards (BRS 06).

5.2. Forward Through Quality (FTQ) Director Visits

Additional checks on operational waste management are conducted through the Forward Through Quality Process (FTQ), with monthly site visits carried out by a minimum of three Divisional Directors. More information can be found within Construction Processes, Procedures and Guidance, Section 2.03.

5.3. Self-certification through the Commercial Action Group auditing checklist

A development checklist has been produced by the Commercial Action Group, and this list includes recommended waste management practices. Compliance with the checklist is not monitored but action taken against the checklist impacts on findings from SHE and FTQ visits.

5.4. External assurance

Waste intensity by legally completed area (tonnes/100m²), waste intensity by house build equivalent area (tonnes/100m²), and diversion from landfill (%) is to be externally assured on an annual basis.

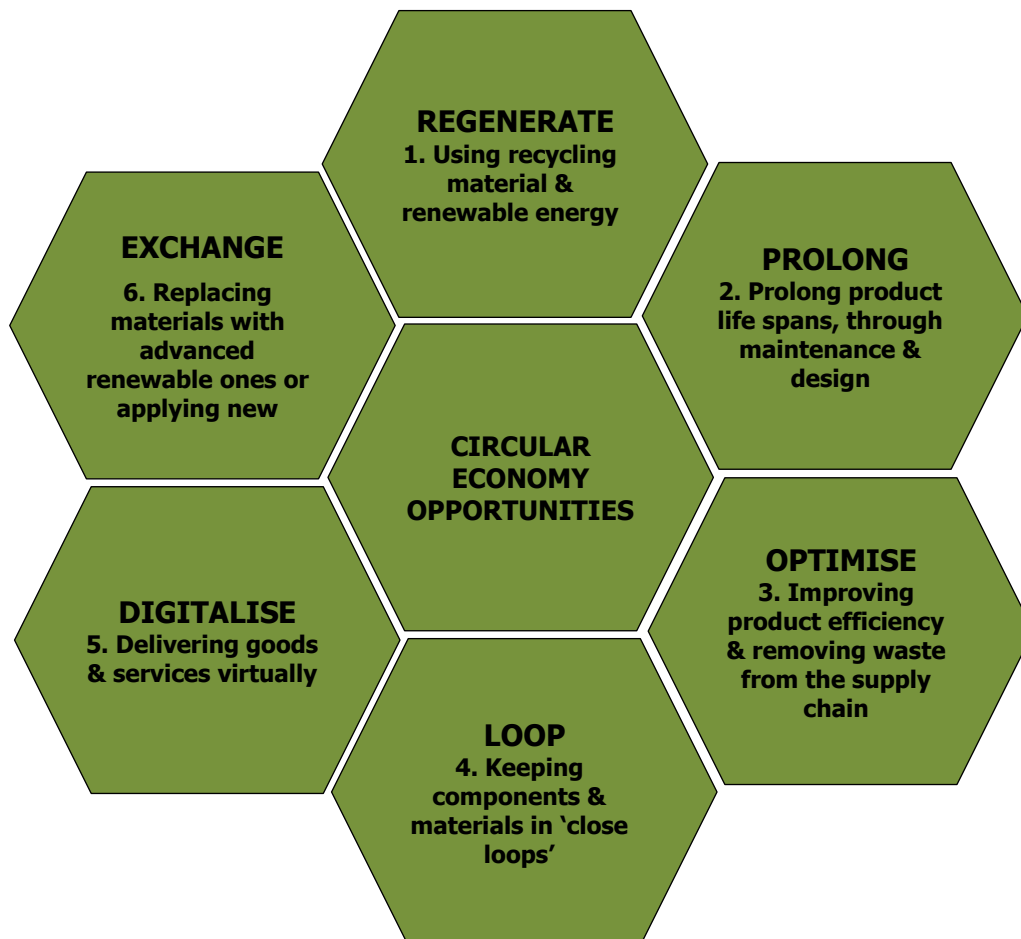
6. Waste stream key

6.1. Terminology for waste streams

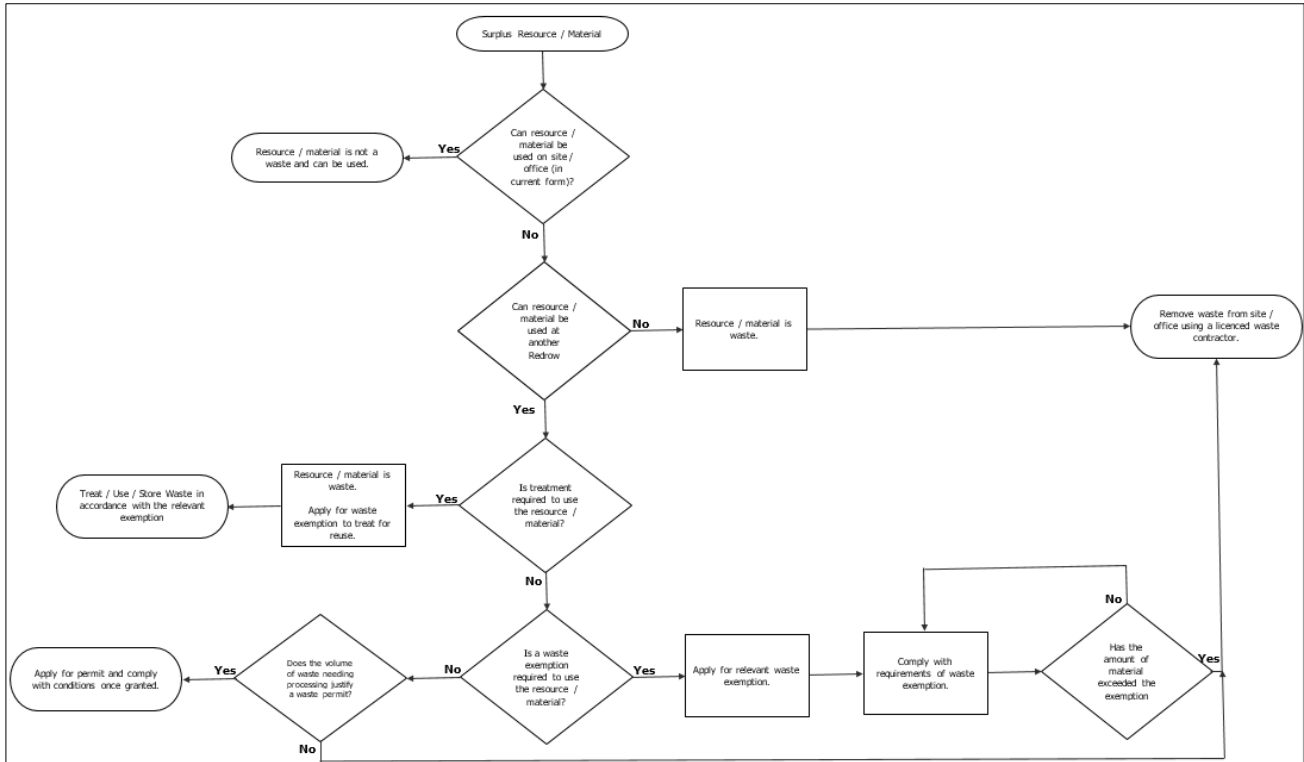
Across different companies, waste segregated into different skips can be provided different terms though in reality the waste stream is the same. For clarity, the table below acts as a key relating to the waste data discussed.

Barratt Redrow PLC term	Waste Contractor
Lightweight Compactable	Light / Mixed Compactable – Construction & Demolition
Inert	Inert – Brick & Block
Plasterboard	Plaster & Gypsum based
Hazardous	Hazardous
Wood	Timber – Wood Waste
Metal	Mixed Metal
Mixed Packaging	Dry Mixed Recycling
Canteen Waste	Food
Other	General / other

Appendix 2 – Circular Economy



Appendix 3 – Material Reuse/Waste Flow Chart



OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

31 CRISIS MANAGEMENT RESPONSE PLAN



Version Control	Date
V2.1	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction, and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction, and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of, compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Crisis management response plan.

2. SHE Policy and Controls



The SHE Policy states:

- Crisis management plan to be implemented for incidents/accidents is defined within the procedure and agreed with the Chief Operating officer, RMD or Group Construction and SHE Director.



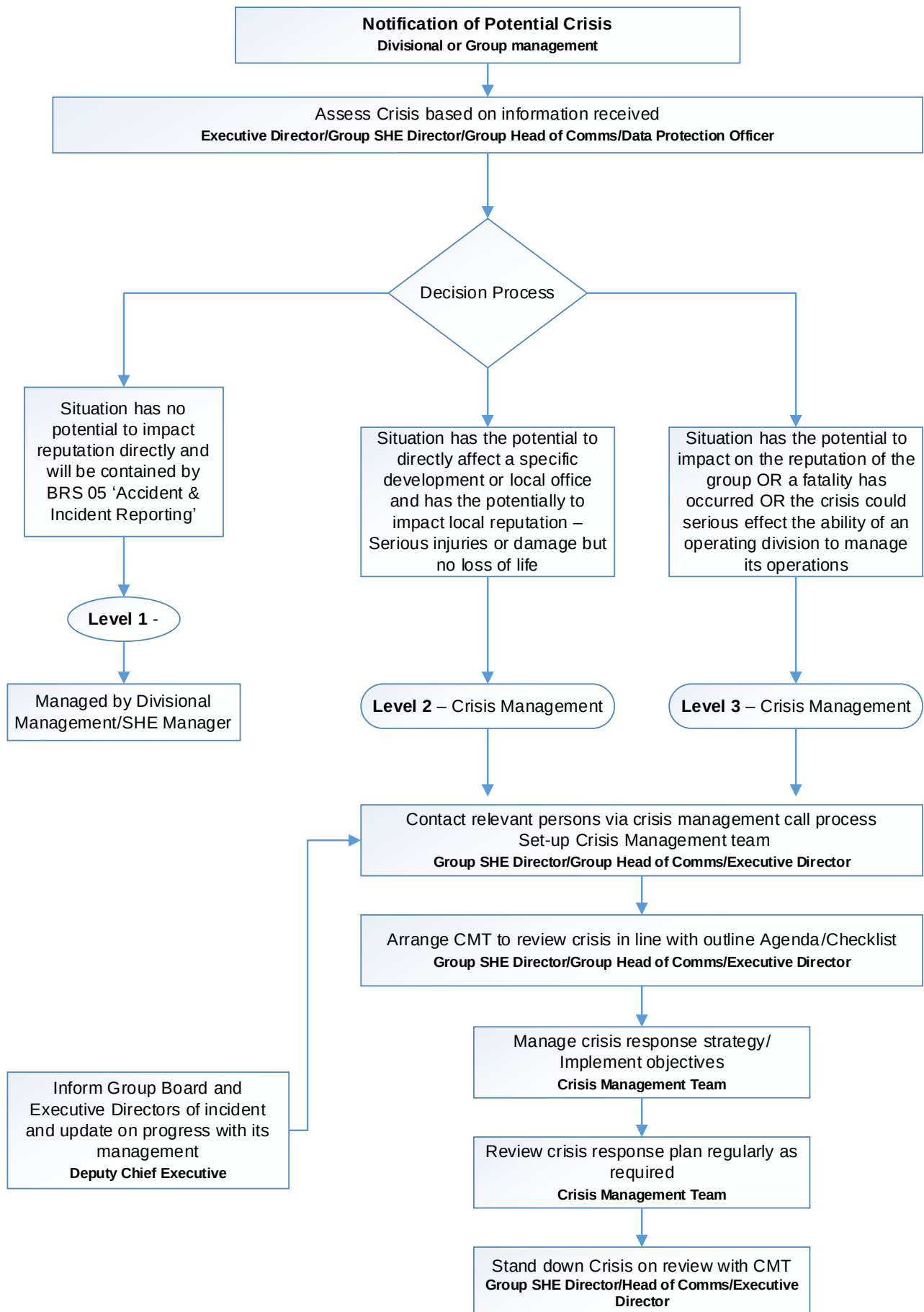
The Primary SHE Controls are:

- Plan to be implemented and a full record maintained.
- The controls for ensuring compliance with this procedure are outlined in BRS 06.



The SHE Relationship states:

- BRS 06



1.0 Introduction

Barratt Redrow plc (the Group) has compiled this Crisis Management Response Plan (CMP) to deal with the immediate consequences and aftermath of a major emergency or crisis risk. The CMP relates to all operations of the Group including all Group Functions, Divisions within BDW Trading Ltd (Barratt Homes, Redrow Homes, David Wilson Homes and Ward Homes) and Wilson Bowden Developments Ltd.

The CMP deals with major emergencies which will affect the operational structure and/or reputation of the Group including:

- Physical damage to assets,
- Incidents that threaten the health and safety of staff or others affected by our operations
- Major incidents on developments which require special measures to restore normal operations
- Cyber or network incidents
- Environmental contamination
- Supplier failure

The aims of the plan are to:

- Safeguard employees, customers and the general public
- Manage the crisis and cooperate with emergency services and relevant enforcement bodies.
- Protect the Group's reputation
- Maintain business continuity
- Return the Group/division/development to normal business operations as soon as possible

The plan makes provision for the organising of a Crisis Management Team (CMT) which is group of staff who will be responsible for the immediate handling of the crisis or potential crisis and coordinating the Group's response.

The plan will be:

- Reviewed annually by the Group's Safety, Health and Environmental Committee
- Tested appropriately involving members of the CMT – Pre-draft select crisis management messages including content for dark web sites and templates for crisis statements (ensure these are approved by legal)
- A contact sheet for key personnel (CMT teams) with up to date contact information to be added
- Published in the Group's Occupational Safety, Health & Environmental Management System and Docushare system.
- Example scenarios and contact information should be 'road-tested' 1-2 times per year with CMT, with involvement of Executive Board in a practise scenario once a year
- Plan to be shared with Corporate PR agency

2.0 Definition and Procedures

2.1 Definitions

For the purposes of this plan a crisis is an incident which because of its scale or impact, is beyond the scope of resolution by normal decision making authority within acceptable time scales. The characteristics are:-

- The Group needs to act fast and there is a need for central intervention and/or cross divisional co-operation and either:
 - There is potential major negative PR or other inappropriate stakeholder consequences
 - There is a risk of major disruption to the operation of the Group, operating Divisions or any development.

General guide for defining levels of incident:

Level 1 – A relatively minor or local incident causing no serious physical threat to personnel or property - *No CMT involvement*

- Causing no serious threat or harm
- Can be dealt via procedure BRS 05 'Accident and Incident Reporting' in the Occupational Safety, Health and Environmental Management System
- Not expected to be public or have significant reputational consequences

Level 2 – Significant or potential threat - *Level 2 CMT activate*

- Situations or incidents which pose a potential threat to personnel or property or can cause disruption to a development
- May threaten the reputation of the Group at a local level or have potential legal ramifications.
- Potential threat or disruption posed to personnel or property
- May include the isolation and or evacuation of a development/structure/office and assistance from the emergency services
- Could become public and be interpreted as inconsistent with our values
- Incident has the potential to impact internal or external data subjects, 3rd parties and/or processors

Level 3 – Major or real threat - *Level 3 CMT activated*

- Fatal or life threatening Injury to an employee, contractor or member of the public that is associated with our business activities
- Significant structural damage or potential collapse of a structure presenting a risk to the health and safety of occupants or adjacent buildings
- Serious fire incident affecting a building under construction or a building we have constructed
- Crisis that could seriously affect the ability of an operating Divisions to manage its operations or has the potential to directly affect a specific development or local office and will impact local or Group reputation
- Damage to utility services that would affect numerous plots on a development or the wider community
- Significant contamination incident which has impacted the local environment and requires immediate response to rectify

2.2 Notification (Big Red Button)

In the event of an incident which falls into level 3 of this plan, any employee can activate a Crisis Management call by dialling **0800 917 0744**. This will direct a call to the Group Construction and SHE Director and Head of Corporate Communications (or in their absence, their nominated deputies) who upon receiving the information provided, will decide the level of crisis and who may also be required to respond. A crisis response can also be activated by any Executive Director or Regional Managing Director, based on information relayed to them.

2.3 Immediate Response Process

The Group's immediate response to and recovery from a crisis will be achieved by the CMT implementing the **day one checklist**. The checklist will enable key issues to be considered and actions taken immediately following notification of a crisis.

Where appropriate other relevant documents and emergency procedures will be referred to such as the Group's Occupational Safety, Health & Environmental Management system.

The CMT will communicate as often as possible for status reporting, debriefing at intervals determined by the CMT Coordinator.

In the event of public or media interest these must be referred to the CMT member responsible for communications and no other comments made by any of the CMT.

3.0 Crisis Management

3.1 Crisis Management Team

The Crisis Management Team is composed of nominated staff and is required to pursue the aims of the plan.

3.2 Crisis Management Team Objectives

Primary objectives of CMT will be to:

- Confirm there is a crisis and identify the principal issues affecting the group or operating unit
- Respond quickly as the incident develops – be accurate – check all facts
- Determine and define the scope of the crisis
- Develop a strategy to deal with the immediate impact of the crisis
- Prioritise immediate actions. Minimise further damage/harm
- Assign essential duties to other Group/Divisional staff during the critical recovery stage
- Deploy resources and equipment
- Communicate information, advice and instructions
- Ensure that the Executive Committee and non-executive Directors, are kept fully informed
- Monitor and evaluate conditions
- Give priority to the recovery programme and establish cost recovery mechanisms as soon as appropriate

3.3 Level 3 - Crisis Management Team Composition

CMT Coordinator (Deputy Chief Executive)
CMT Secretary
Executive Director or WBD Managing Director
Regional Managing Director or WBD Director
Group Construction and SHE Director (SHE matters)
IT Director (IT matters, Data Breach/Loss and Cyber threats)
Divisional Managing Director (Business Representative)
Head of Corporate Communications
Head of Public Relations
Head of Legal Services

Additional Staff will be invited to contribute to the team depending on the nature of the incident. These will include; Human Resources, Finance Director, Divisional Directors, Group Technical and Design, Group Data Protection Officer, external legal advice, external PR advice, Insurance brokers, Divisional SHE Manager and expert witnesses.

The Deputy Chief Executive may delegate responsibility to carry out the CMT coordination to others within the team. All members of the Crisis Management Team must nominate a deputy in the event of unavailability or absence.

The Regional Managing Director may be directed to form a local Crisis Management team to carry out and report actions back to the main group. This will be in cases where divisional action is required and where the detail is best managed by those at a local level.

3.4 Level 2 – Crisis Management Team Composition

CMT Coordinator (Regional Managing Director)
CMT Secretary
Regional Managing Director or WBD Director
Group Construction and SHE Director (SHE matters)
Divisional Managing Director (Business Representative)
Divisional Directors (Technical & Construction)
Head of PR or Local PR Coordinator
Group IT Director (IT matters, Data Breach/Loss or Cyber threats)
Head of Legal Services
Divisional Safety Health and Environmental Manager

The Regional Managing Director may depending on the crisis escalate the incident to level 3 in conjunction with the Group Construction and SHE Director.

3.5 Crisis Management Team Coordinator (CMTC)

The CMT Coordinator is responsible for all actions of the CMT in fulfilling the objectives of the CMP. Specifically to:

- Maintain overall control and coordinate actions
- Co-opt any other Group employee or others to assist with the incident
- Logging and dealing with queries
- Arranging communications via conference calls or meetings
- Appoint specialist advisors where required
- Ensure that responsibility is clearly delegated and that all are clear about their roles
- Ensure that the crisis is being dealt with at the appropriate level and the most appropriate staff are taking charge especially at divisional level.

3.6 Crisis Management Team – Communications

- Manage all media enquiries and releases avoiding jargon
- Be consistent by keeping spokespeople informed of crisis events and key message points
- Ensure the CMT is fully aware of the extent and nature of any internal or external interest in the crisis
- Put in place a suitable communications response strategy
- Monitor media coverage and take action as required
- Manage internal communications with other divisions etc.
- Advise on the actions necessary to protect the Group's reputation

3.7 Crisis Management Team Secretary

To work with the CMT Coordinator to:

- Organise meetings or conferences
- Logging and dealing with queries
- Recording actions and decisions
- Maintaining an official record of events
- Disseminating information as required.

3.8 Divisional Managing Director – Business Representative

- Ensure the CMT is aware and fully aware of the facts and implications of the crisis as it affects the Division
- Manage response within the Division/operating unit as defined by the objectives of the CMT
- Brief the CMT on the Divisions progress in dealing with crisis

3.9 Group Head of Legal Services

- Ensure that all legal, regulatory and insurance issues arising from the crisis are identified, properly managed and brought to the attention of the CMT
- Ensure legal advice is available if necessary to support employees and advise the Group. Legal advice may be subject to legal privilege where appropriate
- Advise on the appointment of any outside consultants
- Advise on issues of disclosure during management of the crisis
- Advise on compensation issues

3.10 Group Construction and Safety, Health & Environmental Director or Group Head of Safety, Health and Environmental

- Ensure that current and on-going Safety, Health & Environmental issues associated with the crisis are identified, assessed, managed and brought to the attention of the CMT
- Develop and coordinate SHE strategies on behalf of the CMT, working with the affected division
- Identify the potential causes of any health and safety issues that have occurred and make recommendation to control the situation
- Advise on the approach to be taken to investigate the crisis
- Coordinate relationships with Enforcing agencies
- Liaise with the Divisional SHE managers to ensure management of the investigation at a local level

3.11 Agenda for Meetings

The CMT Coordinator will be responsible for chairing each meeting and the format will be that as detailed in appendix B or as defined by the Coordinator.

4.0 Record Keeping

The CMT are reminded that making notes, writing documents or recording information may be discoverable in Court. Therefore all correspondence must be appropriate and in line with the agreed objectives of the CMT. Communication either verbally or in writing must reflect the guidance provided by the CMT. Do not destroy or discard documents unless specifically advised by the Head of Legal that they are irrelevant.

Logs must be maintained of all actions taken, messages received/given and verbal discussions which should be submitted to the CMT secretary for inclusion in the Crisis file.

5.0 Standing Down and Review

5.1 Standing Down

The CMT Coordinator will assess the situation at regular intervals and will agree on the appropriate time for the transfer of responsibility to Regional or Divisional Management on a partial or full-time basis.

A weekly update will be provided to the Executive Committee and/or the Group Board.

The CMT Coordinator will recommend the standing down of the CMT on advice from all members.

5.2 Review

The CMT Coordinator will review handling of the crisis at the next scheduled Safety Health and Environmental Committee meeting and assess whether procedures or the plan require amendment.

Appendix A - Crisis Management Day One Checklist

Crisis Management Team Coordinator

Activity	Action Required	Date Actioned
Compile a list of required personnel and deputies.		
Obtain accurate report of incident, including full details of all any person injured (if required) or potential significant loss		
Inform all relevant persons including Executive Directors/Non-Executive Directors of the Crisis and the level of response.		
Establish Crisis Management Team and methods of communications.		
Ensure legal advisors are appointed to provide support and advice and to establish legally privileged status of any investigating team.		
Consider with legal advisors the appointment of expert witness to assist with the investigation and advise on actions required.		
Advise Insurers of incident.		
Appoint lead investigator for the incident.		
Arrange for local control room to be set-up either at location of incident or in divisional/regional office.		
Appoint person to liaise with Emergency Services (if required).		

Activity	Action Required	Date Actioned
Appoint person to liaise with external agencies. Consider what they need to know. • Police • HSE • EA • Banks (If financial info is lost) • Suppliers • Customers		
Establish Emergency contacts list and issue to members of the CMT.		
Establish local project management team and provide details of levels of authority and lines of communication.		
Allocate resources and facilities to meet immediate short term needs.		
Consider appointment of individual from outside of existing local management to manage the recovery process.		
Consider if hot-line is required for persons affected by the incident.		
For Data breaches or Cyber threats consider • What data has been lost and how many individuals are affected. • Is it a one-off or likely to recur • Was the data targeted specifically • What is the risk of the data being misused • What effect could any misuse of data have		

Activity	Action Required	Date Actioned
Liaise with IT Director and secure access to information on servers potentially relating to the Crisis.		
Review recovery plan with IT Director where services to office or development have been affected.		
Liaise with HR team – Any support or disciplinary action required		
Immobilise Counselling and Support service for any staff or their families affected by the incident.		
Ensure log book is set-up to record all events.		

Crisis Management Team - Communications

Activity	Action Required	Date Actioned
Develop and agree holding statement		
Monitor media output and respond promptly to misinformation.		
Prepare information to be disseminated within the Group. Issue on instruction of the CMT coordinator. Prepare regular updates		
Prepare a list of 'frequently asked questions' with appropriate responses.		
Establish PR team including external support if required.		
Arrange media briefing if required on direction of CMT.		
Maintain log of media interest and update CMT following all enquires.		
Plan ahead regarding future dates relating to the incident (e.g. inquests. Public enquires, anniversaries.		

Appendix B - Crisis Management Team - Agenda

1. Introduction
2. Summary of situation
3. Receive Status Reports on:-
 - a. Injuries
 - b. Cause
 - c. Damage
 - d. Possible further damage or containment
 - e. Environmental assessments
 - f. Business Impact Assessment
4. Management of Crisis at Regional/Divisional level
5. Allocation of responsibilities
6. Liaison with Enforcing authorities
7. Business Reputation – Communications
8. Business Continuity
9. Legal review –update
10. Recovery plan
11. Any Other business
12. Next review

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

33 ASBESTOS



Version Control	Date
V1.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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3.	Additional Mandatory Controls - Asbestos	6

1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of, compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Asbestos.

2. SHE Policy and Controls

The SHE Policy states:



- Any organisation(s) employed by the Company must demonstrate they are technically competent to undertake surveys for Asbestos Containing Materials (ACMs) through accreditation to ISO/IEC 17020 UKAS
- 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 Primary SHE Controls are:



- Site Management should obtain safe systems of work information from licenced contractors and review via SHE Form 14.
- The relevant SHE Manager for the development should review all plans of work submitted by licensed contractors.
- The SHE Manager is responsible for ensuring that organisations employed are vetted appropriately i.e. are competent and accredited.

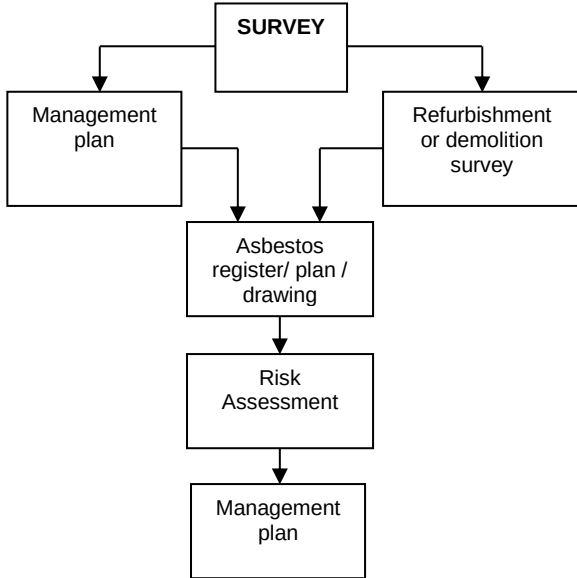
The SHE Relationship states:



- [BRS 01 Pre-Commencement](#)
- [BRS 03 Appointment of Contractors](#)
- [SHE Form 04 Pre-Construction Safety, Health & Environmental Information Pack](#)
- [SHE Form 14 Safe System of Work Evaluation](#)
- [SHE Form 75 Competency of Principal Contractors](#)
- [SHEB 08](#)

3. Additional Mandatory Controls - Asbestos

		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 (i.e. a management plan) • Take steps to see that these actions are undertaken	<u>SHE Form 04</u> 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.	<u>SHE Form 04</u> 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.		Technical Director

		Reference	Responsibility
	 <pre> graph TD SURVEY --> MP1[Management plan] SURVEY --> RDS[Refurbishment or demolition survey] MP1 --> ARP[Asbestos register/ plan / drawing] RDS --> ARP ARP --> RA[Risk Assessment] RA --> MP2[Management plan] </pre>		
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 Redrow plc must demonstrate they are technically competent to undertake surveys for ACMs through accreditation to ISO/IEC 17020 UKAS. Individuals undertaking surveys must demonstrate they are technically competent to ISO/IEC 17024.	BRS 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.	<u>SHE Form 04</u>	Technical Director

		Reference	Responsibility
	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.		
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.	<u>SHE Form 04</u>	Technical Director
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.	BRS 03	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 / <u>SHE Form 14</u>	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;	Site Records	Licenced Contractor

		Reference	Responsibility
	- 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		
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	<u>SHE Briefings</u> 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 Redrow Plc.	Four Stage Certification or Recertification	Licensed Contractor

		Reference	Responsibility
8.2	All certificates of monitoring must be retained in the site SHE records.	<u>SHE Form 75</u>	Technical Department Licenced Contractor / Commercial Department
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.		
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)		

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS)

38 EXCAVATING/DRIVING PILES/DIGGING



Version Control	Date
V1.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.0.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

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The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
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- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Excavating, driving piles and digging.

2. SHE Policy and Controls

The SHE Policy states:



- 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
- 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.

The Primary SHE Control is:



- Statutory inspections /Examinations of excavations must be made by competent personnel and a record maintained by the subcontractor, which must be available on site. SHE form 50 can be used if required.

The SHE Relationship states:



- [BRS 05 Accident, Incident Reporting2, Environmental and Mandatory Occurrence Reporting](#)
- [BRS09 Confined Spaces](#)
- [BRS 34 Plant and Equipment](#)
- [SHE Form 04 Pre-Construction Safety, Health and Environmental Pack](#)
- [SHE Form 05 Construction Phase Safety. Health & Environmental Plan](#)
- [SHE Form 06 Contractors Weekly SHE Documentation](#)
- [SHE Form 14 Safe System of Work Evaluation](#)
- [SHE Form 43 Temporary Works Register](#)
- [SHE Form 44 Permit to Dig/Excavate/Drive Piles](#)
- [SHE Form 48 Confined Spaces – Permit to Enter](#)
- [SHE Form 50 Excavation Inspection Report](#)
- [SHE Form 55 Permit to Operate Ride on Plant](#)

3. Additional Mandatory Controls - Excavating/Driving Piles/Digging

		Reference	Responsibility
1.0	This procedure applies to all work that involves the penetrating of the ground at or below surface level (Not just groundworks). This includes all excavations, trenchless techniques, sheet or driven piling and fencing.		
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 • Detail the restrictions for use of plant, including tools and equipment for the work • 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.	<u>SHE Form 14</u>	Site Manager
3.0	Where applicable additional control measures must be introduced in order to manage confined spaces works.	BRS 09 <u>SHE Form 14</u>	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/Table 1 <u>SHE Form 04</u>	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. A register must be maintained of the latest service drawing	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.	Contractor safe system of work Operating Instructions on radio detection	Site Manager

		Reference	Responsibility
	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.		
7.0	The position of any services must be clearly marked on the ground using waterproof spray paint or by erecting suitable signs.	<u>SHE Form 44</u>	Site Manager
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.	Contractor SSOW <u>SHE Form 14</u>	Site Manager
9.0	The hierarchy of control to ensure safe digging for service connections on site is: • Services chambers created where practicable which can be easily accessed to allow plot connections etc to be made • Sand/gravel bags placed upon laid services to negate the need for digging in close proximity to the services for any final connections • Vacuum/suction extraction plant where ground conditions permit their use. Where practicable this plant must be used in close proximity to any high pressure or high power services • Where any of the above cannot be applied, safe digging techniques can be undertaken	<u>SHE Form 44</u> Contractor SSOW <u>SHE Form 14</u>	Site Manager
10.0	Where safe digging techniques are being applied the following must be followed: • When digging near cables, insulated hand tools i.e. spades and shovels with wooden or fibreglass handles must be used • Mechanical excavator / power tools must not be used within 0.5m of any service (electric, gas, water or communication services). • Road pins or metal stakes must not be driven into the ground in the vicinity of any service routes. • Before using a mechanical excavator, trial holes must first be dug using hand tools, to confirm the depth and position of services.	<u>SHE Form 44</u> Contractor SSOW <u>SHE Form 14</u>	Site Manager

		Reference	Responsibility
11.0	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. Contractors are to provide the protection for their specific work activities.	Traffic Management Plan	Site Manager
12.0	Where plant movements across the site have the potential to damage underground services then exclusion zones or grillage protection must be installed to distribute the weight of the plant. Certain plant may be restricted in vicinity of designated protection areas, this need identifying on the Site Traffic Management Plan (STMP) and the Contractors Plant Development Risk Assessment.	Contractor SSOW <u>SHE Form 14</u> Development Plant Risk Assessment	Site Manager Contractors Supervisor
13.0	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.	<u>SHE Form 14</u> BRS 18 <u>SHE Form 43</u> <u>SHE Form 05</u>	Site Manager/ Temporary Works Coordinator
14.0	Suitable access must be provided to an excavation based on the assessment detailed in 13.0. No persons should enter an unprotected foundation excavation to remove small items of debris prior to pouring concrete	<u>SHE Form 14</u>	Site Manager
15.0	Barriers must be placed at ground level by the contractor 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 do not meet the requirement. Note: Barriers can be removed to allow access for an excavator etc. but must be replaced once the machine moves away from the dig area.		Site Manager
16.0	If pedestrian access is required across an excavation, proprietary platforms or rigid matting must be provided which incorporates suitable guardrails and crossing points.		Site Manager
17.0	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
18.0	Benching 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

		Reference	Responsibility
19.0	The height of any foundation islands needs to be considered and reduced where reasonably practicable. Any access on to the islands to work must be reviewed and safe access provided. No compressors or plant should be stored on the islands. Materials such as brick and block must not be stacked on islands unless this can be done on flat stable ground to avoid them tipping over or collapsing.		Site Manager
20.0	Battered excavations need regular monitoring. When deciding on the angle of repose, see Table 1.	<u>SHE Form 06</u>	Contractors Supervisor 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. (No dumpers are permitted on to spoil heaps and warning signs erected if required)	BRS 34 Development Plant Risk Assessment	Contractors Supervisor Site Manager
22.0	If plant and equipment is used to tip back filling materials into trenches, stop blocks must be provided.		
23.0	Where an excavation is considered a confined space then it must be subject to a Confined Spaces – Permit to Enter.	BRS 09 <u>SHE Form 14</u> <u>SHE Form 48</u>	Site Manager / Contractor Supervisor 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.	Contractors' own documentation <u>SHE Form 06</u>	Contractors Supervisor Site Manager
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, a copy of Lifting Equipment Statutory Examination is attached to the Plant Arrival Form (SHE Form 55).	BRS 34 <u>SHE Form 55</u>	Site Manager/ Contractor Supervisor
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.	Group Incident Reporting Platform	Projects Director / Contracts Manager / Site Manager
27.0	The Site Manager must advise the development Line Managers and SHE Manager immediately by telephone to initiate an investigation and to determine if the incident is reportable under the provision of Schedule 2 RIDDOR.	BRS 05	Site Manager

Table 1**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°
Broken Rock	35°	45°
Top Soil	35-40°	45°

OCCUPATIONAL SAFETY, HEALTH AND ENVIRONMENTAL PROCESSES AND PROCEDURES MANUAL (PPM)

BARRATT REDROW STANDARD (BRS) 41

DEVELOPMENT SECURITY AND SIGNAGE



Version Control	Date
V2.2	April 2025

Approval and sign-off	Name	Confirmation & date
Sponsor	Steven Boyes, Chief Operating Officer	01.04.2025
Owner	Vince Coyle, Group Construction and SHE Director	01.04.2025
Author	Vince Coyle, Group Construction and SHE Director	01.04.2025

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1. Introduction and Scope

1.1 Introduction

Barratt Redrow plc (the Group) is fully committed to achieving high standards of health, safety and welfare, always creating a safe working environment.

This document sets out the Group's processes and procedures for Safety, Health and Environmental (SHE). It must be read in conjunction with the SHE policy document located on [DocuShare](#).

The SHE policy is denoted at the start of the section to which it relates by the exclamation mark symbol and text noting what must be complied with, for example:



The SHE Policy states:

The policy statement(s) are noted thus.

This policy provides the narrative as to 'what' must be complied with, within the business and the control around the policy refers to 'how' the policy is to be complied with through these procedures; the control elements are denoted by the tick symbol and text, for example:



The Primary SHE Control states:

The control for the policy is noted thus.

Additionally, where the SHE PPM has a close relationship to other departmental policies and procedures, these are referenced by the warning symbol and text, for example:



The SHE Relationship states:

Reference should be made to the following procedure documents.

The Group Construction and SHE Director (or Delegate of Authority where appropriate) is responsible for ensuring that all SHE team members have access to and comply with this information, providing:

- A reference point in the event of any query on policy or procedure
- A standard and consistent operating procedure across the Barratt Redrow Group
- An auditable trail of process to enable the Group to inspect the SHE operation and carry out checks on a Division's efficiency and compliance
- Best practice across the Group, by being subject to review and the adoption of regular updates to capture continuing improvements within the business.

It is vitally important that all members of the SHE department are fully conversant with these policies and procedures. The adoption of compliance with and ongoing review of these policies and procedures will support the department in achieving its objectives.

By following these policies and procedures Divisions will be able to self-audit their processes, this will be backed-up by Group audits on a regular basis for compliance.

1.2 Scope of the SHE Barratt Redrow Standards that must be followed

This document covers:

- Development security and signage.

2. SHE Policy and Controls

The SHE Policy states:



- 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. As part of the assessment, consideration must be given to what levels of security are needed.

The Primary SHE Controls are:



- SHE Form 05
- A weekly inspection of the perimeter fencing must be undertaken

The SHE Relationship states:



- [BRS 03 Appointment of Contractors](#)
- [BRS 18 Temporary Works Classification and Control](#)
- [SHE Form 01 Land Purchase Feasibility Checklist](#)
- [SHE Form 02 Section 13 - for Assessment of Site Security during Pre-Development and Commencement Phases](#)
- [SHE Form 05 Construction Safety, Health and Environmental Plan](#)
- [SHE Form 14 Safe System of Work Evaluation](#)
- [SHE Form 29 Site Management SHE Tour](#)
- [SHE Form 35 Site Execution Plan Quarterly Review](#)
- [SHE Form 43 Temporary Works Register](#)

3. Additional Mandatory Controls - Development Security and Signage

		Reference	Responsibility
1.0	Prevention of access to compound and areas of the site where construction operations are in progress There are two principles which must be adhered to when controlling site access: 1. Controls must be in place to manage access/egress to the construction zones and/or compound by individuals both authorised and unauthorised. 2. We have a statutory duty to have clear demarcation and protection for our construction activities.		
2.0	Criteria for determining appropriate site access control		
2.1	To assess what controls are suitable the following should be taken into account: • Stage of build: Site commencing or nearing completion etc • Type of Development: low or high rise • Site location: Urban, rural or city centre • Occupation: If the site has occupied plots • Proximity to other premises or residential areas e.g. schools, care homes, etc • Proximity of site access to a main road: i.e. multiple deliveries likely to cause congestion if not appropriately managed • Number of site access points		
2.2	The primary objective is to manage access to the construction zone by having access points to the construction zone(s) that do not interface with occupied areas of a development, where reasonably practicable. Access to the site car park should be considered and if reasonably practicable, access to the car park through occupied zones should be avoided. Even where separate routes can be planned, due to proximity hazards, controls will still be required to prevent unauthorised access to the construction zone. Therefore, the specific controls for managing access in to the construction zone and through any occupied areas of a development must be assessed and agreed at the Pre-Commencement meeting (SHE Form 02) Section 13	<u>SHE Form 02</u> <u>SHE Form 05</u>	Construction / Project Director

		Reference	Responsibility
	- Site security requirements (management of access/egress), and furthermore reviewed as part of Site Execution Plan and detailed in the Construction Phase Safety, Health and Environmental Plan (SHE Form 05). Any controls will require constant review and assessment as the site is developed.		
3.0	Site Security Options:		
3.1	Option 1 - Traffic controls in place where reasonably practicable i.e. speed humps/signage/managed routes etc. to manage delivery vehicles etc. accessing the construction zones via occupied locations of a development. Pedestrian/vehicle access to the construction zone controlled via 2m high proprietary gates (lockable and-with wheels/drop bolt), which must be closed, unless being used for access. Pedestrian gates should be self-closing and fitted with keypad control where reasonably practicable. An alternative is automatic vehicle gates at the entrance to the construction zone which are controlled via sensors as vehicles approach the gates.		Construction / Project Director
3.2	Option 2 – As per option one, plus a gate person employed to manage at peak times (i.e. 07.45 – 09.00hrs and 15.00 – 16.30hrs) or alternatively, automatic gates at the entrance which are controlled remotely by making contact with designated person(s). Rest and welfare breaks to be considered for the gate person.		
3.3	Option 3 – As per option one, but a gate person employed full time. Main gates can be open to control access during the working day. Gate person employed to manage deliveries and pedestrians with appropriate temporary accommodation i.e. heated hut or similar. Rest and welfare breaks to be in place for the gate person with cover, or alternatively gates to be kept shut if unattended and contact number displayed.		
3.4	Option 4 - Automated access control system for workers linked to Induction Manager with means of controlled entry for visitors, and gate person controlling vehicle access points or entrance points that may cross public footpaths etc. Process in place for managing visitors to the site either via gate person or contact point with Site Management. Or Automated gated access for vehicles and pedestrians (turnstile barriers) linked to an access control system (Induction Manager for workers).		

		Reference	Responsibility
	Process in place for managing visitors to the site via contact with Site Management.		
4.0	Determining the appropriate access control against site criteria:		
4.1	Table 1 shows which access control options should be considered for each of the above criteria. It should be noted that it is anticipated that a site might well meet different criteria throughout its lifecycle, e.g. option one might well be appropriate at commencement, and then it might be option two when in full build and then move back to option one in the later stages of the development.		Construction / Project Director
4.2	In addition, when a site is determining which is the most appropriate option, it might find that it has criteria that meets several options. If this is the case, then the higher option should be implemented. For example, a site might meet all the criteria for option one but be within 50m of a school so therefore it will need to implement option two arrangements.		
5.0	Review of Site Security Assessments The review of security assessment checklist contained in SHE Form 05 must be completed at least every 3 months, in accordance with the review of the Site Execution Plan (SHE Form 35). More frequent reviews maybe required to coincide with significant changes to positioning of security boundary fencing and site entrance location due to occupations or completed phases of build, unplanned emergency works in public or occupied phases or the commencement of new construction phases.	<u>SHE Form 35</u>	Contracts Manager/Site Manager
4.0	Fire Safety During Construction Works See specific development fire security arrangements.	<u>BRS 32</u>	Construction / Project / Commercial Director
5.0	Security Guards and or CCTV		
5.1	Security personnel or CCTV cameras can be utilised as an additional measure to protect the site, based on the assessment of risk, but these will be in addition to perimeter fencing and control access points to the construction zones.	<u>BRS 03</u>	Construction / Project Director
5.2	Security Guards must be Security Industry Authority (SIA) registered.		Commercial Director

		Reference	Responsibility
5.3	Appropriate risk assessment for security personnel must be provided, which includes controls for any lone working. Site Manager must review the company risk assessments.	<u>SHE Form 14</u>	Site/Project Manager
5.4	A specific risk assessment must be undertaken by the security company to determine the use of guard dogs.		Site/Project Manager
5.5	Where practicable CCTV should be remotely monitored and controls in place to respond in the event of unauthorised access to the site.		Contracts/Project Manager
6.0	Development Perimeter Fencing		
6.1	Proprietary fencing/hoarding must be erected on all developments in accordance with temporary works designs and/or manufacturer's instructions to secure the perimeter of the site.	Docushare Temporary Works	Construction / Project / Commercial Director
6.2	The following hierarchy of control will apply to perimeter fencing (i.e. each control should be considered in turn and only move to the next control if the previous is proven to be not reasonably practicable to implement): Note. For all city centre or other high-risk locations 2.4m high timber hoarding erected to Group approved designs must be provided unless assessment results in one of the below being deemed suitable. • 2.0m high (minimum) close boarding fencing or 2.0m high anti-climb proprietary fence panels (Heras or similar) fixed to 75mm x 75mm timber posts with no gaps beneath the panels • 2m high chain link fencing fixed to 75mm x 75mm posts at 3m centres. Rails fixed at top, mid and bottom of the posts to ensure chain link fencing can be secured • 2.0m high anti-climb proprietary fence panels (Heras or similar) double clipped on Concrete or thermoplastic feet. Feet positioned so that they are not a tripping hazard, and panels positioned to prevent collapse during high winds etc. • 2.0m high anti-climb proprietary fence panels (Heras or similar), double clipped with hi-visibility feet in any location where pedestrian access is required. Feet must be positioned so that they are not a tripping hazard		

		Reference	Responsibility
	Use of existing features or boundaries which provide protection that is equal to or similar to the above Note: 1.8m high close boarded fencing can be used to temporarily secure areas within the boundary of the site to provide localised segregation from construction activity and occupied areas.		
6.3	A weekly inspection of the perimeter fencing must be undertaken.		Site / Project Manager
6.4	Where timber hoarding is erected to a site boundary, 6 monthly inspections must be completed and recorded by a structural engineer.		Site / Project Manager
7.0	Maintenance and Inspection of powered access gates Where automatic powered access gates are selected and installed to sites, a maintenance and service support package must be agreed with the supplier to ensure all mechanical and electrical equipment and components, including movement detectors and sensors, solar panels are regularly serviced and fully operational in accordance with manufacturers / suppliers' warranties.	Manufacturer/ Supplier Data Sheet or Product Specification	Commercial Director
8.0	Protection of ladders or access stairs to scaffolds		
8.1	Unauthorised access to scaffolds must be controlled especially out of normal working hours. The following hierarchy must be applied to controlling access to scaffolds at all high-risk locations within the construction zone and must be regularly assessed by site management. - Ladders to scaffolds 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. - Fit ladder guards to prevent access. This is a proprietary metal plate that secures over the rungs of the ladder. Site-made timber alternatives may be acceptable, if they are robust and can be secured in place.		Site / Project Manager
8.2	When using ladder guards, the following should be noted: They must be locked in place – rope lashing is not acceptable		Site / Project 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 1. Suitable ladder guard		
8.3	Where proprietary stairs are provided, access to the stairs must be prevented by a gate, which is secured at the end of each day.  Fig 2. Gate to secure proprietary stairs (Note: Fencing will be required around the access point to prevent unauthorised access)		Site / Project Manager
9.0	Signage		
9.1	All signage that is to be displayed must be from the Group approved supplier. Any additional signage must be approved by the SHE Manager		Contracts/ Project Manager/ Site Manager/ SHE Manager

		Reference	Responsibility
9.2	A development signage board must be erected and displayed at the entrance to the development.		
9.3	Caution Construction Keep Out signs must be erected at 25m intervals along the perimeter fencing.		
9.4	Signage within compound must be displayed in accordance with the standard compound layout.		
9.5	SHE information board must be displayed in the Site Office.		
9.6	SHE information board must be displayed in the canteen.		
9.7	Campaign posters must be displayed in proprietary frames above urinals in the male facilities.		
9.8	Campaign posters must be displayed in proprietary frames above wash hand basins in female facilities.		

Table 1:

		Option 1	Option 2	Option 3	Option 4
Stage of build	Site at the early stages of build with limited low risk trades on site	X			
	Site at end of development (scaffold dismantled and finishing trades only)	X			
Build programme: projected build volume in any 12-month period	Less than 40 plots	X	X		
	Between 41-59 plots		X		
	More than 60 plots			X	
Type of Build	Low Rise - Standard housing or Apartments 4 storey's or below	X			
	High rise - 5 storeys and above			X	X
Site location	Urban – Existing residential or retail or low use commercial locations	X			
	Rural – Not near existing residential locations	X			
	City Centre – Inner city locations			X	X
Site occupation	No development occupations	X			
	Plots occupied but not on delivery or access route to build area	X			
	Plots occupied on delivery or access route to build area but buffer zone of at least 3 unoccupied plots to the access gates can be always implemented with 2m fencing erected along the line in front of the unoccupied plots and returned/secured at the initial unoccupied plot.	X	X		
	Plots occupied and on delivery or access route to build area with no buffer zone available		X	X	
Proximity to vulnerable persons e.g. schools, etc.	None within 50m of site entrance or access point to the site not on direct pedestrian route to the school	X			
	within 50 m of the site entrance		X		
Proximity of site access to a main road: i.e. multiple deliveries likely to cause congestion if not appropriately managed or access gates cannot be set back from the junction of the main road	Yes		X		
	No	X			
Size of site i.e. number of access points (e.g. one in one out etc.)	Single point of access/egress to construction zone	X			
	Multiple site access/egress points to construction zones which are all in use		X		

APPENDIX B

Site

Date

Description of
Drainage

No.	Item	Yes	No	N/A	Comments	Agreed Action to be Taken by Site Team
1.	Have all items from the previous inspection been closed out?	☐	☐	☐		
2.	Is the diesel tank over 10m away from any receptors i.e. surface water drains/ watercourse, and are they in a bund and is there a spill kit available?	☐	☐	☐		
3.	Are all waste stations set up 10m away from any receptors i.e. surface water drains/ watercourses?	☐	☐	☐		
4.	Do the works on site require working close to watercourses? If so are all relevant permits and licences in place?	☐	☐	☐		
5.	Are the receptors i.e. surface water drains protected from slurry entering? Are gully bags deployed and working effectively	☐	☐	☐		
6.	Is there an interceptor fitted in the gully at the end of the line nearest to the outfall?	☐	☐	☐		
7.	Is a SUDS risk assessment in place, is it appropriate? Are appropriate temporary measures in place to prevent access to any potential deep water whilst natural planting etc. is maturing. Are all temporary measures required in good condition i.e. fencing, signage or life savings equipment.	☐	☐	☐		

No.	Item	Yes	No	N/A	Comments	Agreed Action to be Taken by Site Team
8.	Are balancing lagoons or other holding areas protected at inlets and outlets with a filtration system? i.e.Terrastop	☐	☐	☐		
9.	Are outfalls to the public watercourses running clear?	☐	☐	☐		
10.	If there are watercourses on site, are bunds constructed along the riverbanks? If so ensure that they do not have exposed mud which can cause run-off in adverse weather.	☐	☐	☐		
11.	Any over pumping must have an area dedicated to allow suspended solids to settle, either grassy areas, settlement tanks (not into gullies)	☐	☐	☐		
12.	Are spoil heaps sited away from any receptors i.e. surface water drains/ watercourses? Do they need to be protected against contamination?	☐	☐	☐		
13.	Are there designated areas for wheel washing and plant washing? And are receptors i.e. surface water drains/ watercourses protected?	☐	☐	☐		
14.	Are site roads clean to prevent mud spreading on and off the site into watercourses?	☐	☐	☐		
15.	Is dewatering in progress, if so does the water being filtered require consent/ licence?	☐	☐	☐		
16.	Review sewage control and any pumping stations. Are pumping station controls and monitoring in place and being maintained?	☐	☐	☐		
17.	Are dust suppression measures planned and controlled to prevent run-off entering watercourses?	☐	☐	☐		

SURFACE WATER MANAGEMENT INSPECTION

SHE10
Date

Page 3 of 3

No.	Item	Yes	No	N/A	Comments	Agreed Action to be Taken by Site Team
18.	Are there any other constraints issues identified during the inspection?	☐	☐	☐		

Other Items	Agreed Action to be Taken

SIGN OFF			
Name	Position	Date	Signed
			X

SHE FORM 10A - SURFACE WATER MANAGEMENT INSPECTION CLOSE OUT

SHE 10a
Date: April 2025

Page 1 of 3

Site

Date

Site Manager
Name

Date of SHE Form 10

Inspection By

ITEMS REQUIRING ACTION

No:	Items:	Details of Action Taken:
1.		
2.		
3.		
4.		
5.		

ITEMS REQUIRING ACTION

No:	Items:	Details of Action Taken:
6.		
7.		

ITEM PHOTOS

Describe image inserted above:

Describe image inserted above:

ITEM PHOTOS



Describe image inserted above:

Describe image inserted above:

SIGNATURE

Form Completed By

Role

Date

NOISE ASSESSMENT RECORD

SHE Form 56
Date: April 2025

Page 1 of 2

Site

Date

Location

Work Activity

Machinery
Involved

Persons
Involved

Requirement	Status		Comments
Section 60/61 notice	☐	Yes ☐ No	
Working hours	☐	Yes ☐ No	
Control of noise from work activity	☐	Yes ☐ No	
Background noise at boundaries or other locations	☐	Yes ☐ No	

Noise Levels	Status		Comments
Within users hearing zone	☐	Yes ☐ No	
At nearest residence/boundary	☐	Yes ☐ No	
Protection zone	☐	Yes ☐ No	

ACTIONS TO REDUCE NOISE LEVELS

Is a further assessment required?

Name

Signed

NOISE ASSESSMENT RECORD

Date	Time	Location / Work Activity	Result (db) from source				Monitoring by	Comments
			1m	3m	5m			

PERMIT TO DISCHARGE INTO WATERCOURSE

SHE Form 92
Date: April 2025

Page 1 of 2

Site

Date

Permit No

Location

Duration of Permit

Valid From Date

Valid To Date

Description of the work and location

PERMIT TO CARRY OUT PUMPING OPERATIONS – CONSIDERATIONS/CONTROL MEASURES

Considerations / Control Measures

What type of water is being over-pumped?

Where will the water be discharged to?

If being pumped into the new / existing networks are silt mitigation measures in place (gully bags) and are the appropriate approvals in place when required?

Is there any potential risk of pollution to the environment?

If yes what measures are in place?

Control Measures (tick as appropriate):

Status

Comments

Sediment tank in place

Water being discharged on a well-vegetated area.

Silt bag on the outlet hose

Cut off ditch created lined with clean gravel and Terra Stop Barriers

Water filtering through Terra Stop Barriers

Controls in Place

PERMIT TO CARRY OUT PUMPING OPERATIONS – CONSIDERATIONS/CONTROL MEASURES

Considerations / Control Measures

Safe System of Work read and understood by the Contractor ?

Are the pump and hoses clean and in good working order?

Will the over-pumping last for 3 consecutive months?

If yes, an EA permit to discharge will be required before the pumping activity takes place

APPROVAL TO PUMP

Signature

Print Name

Date

PERMIT ISSUED TO

Name

Company

Role

POST PUMP CHECK AND SIGN OFF

Has any local watercourse been affected by the site pumping activity?

Signature

Print Name

Date

Date	Site	Location on Site	NTU	If reading is above 60 NTU what action is required?	NTU reading after action is taken	Name	Position	Signature

NTU stands for Nephelometric Turbidity unit, i.e. the unit used to measure the turbidity of a fluid or the presence of suspended particles in water. The higher the concentration of suspended solids in the water is, the dirtier it looks and the higher the turbidity is. At 60 NTU water will begin to look cloudy

Date	Site	Location on Site	NTU	If reading is above 60 NTU what action is required?	NTU reading after action is taken	Name	Position	Signature

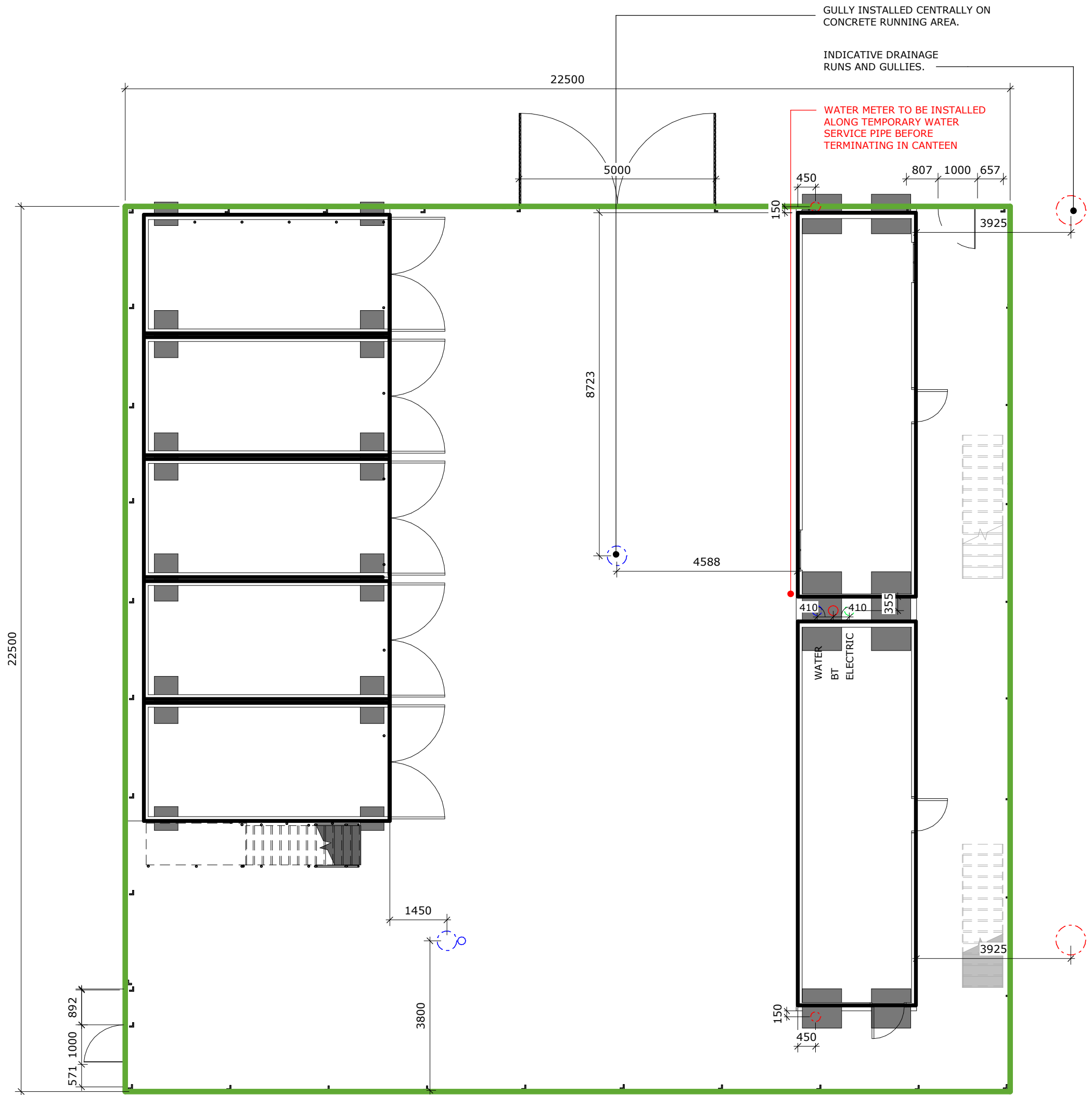
APPENDIX C

DRAWING REGISTER				
SHEET	DRAWING	REV	DATE	DESCRIPTION
00201	STANDARD COMPOUND FOUNDATION PLAN			
00202	STANDARD COMPOUND LAYOUT - GROUND LEVEL			
00203	STANDARD COMPOUND LAYOUT - GANTRY LEVEL			
00204	STANDARD COMPOUND ELEVATIONS - SHEET 01			
00205	STANDARD COMPOUND ELEVATIONS - SHEET 02			
00206	STANDARD COMPOUND WITH CAR PARKING			
00207	STANDARD COMPOUND LAYOUT - 3D VIEWS			
00208	TYPICAL CARPARK LAYOUT			

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: Drawing Register		Scale at A3:				
Suitability: For Information		Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	- BAR	- XSCTAXX	- XX	- M3	- AR	- 00001



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KEY:

- INDICATIVE FOUL WATER GULLIES AND INSPECTION CHAMBERS.
- INDICATIVE SURFACE WATER GULLIES AND INSPECTION CHAMBERS.

- OUTLINE OF CONTAINER ABOVE, REFER TO DRAWINGS
- COMPOUND STEEL HOARDING - INSTALLED AS PER DRAWING
- PADS FOR WELFARE UNITS (POSITIONS SHOWN ARE INDICATIVE)- CONTACT STRUCTURAL ENGINEER FOR CABIN FOUNDATION DESIGNS AS THESE MAY VARY DUE TO SITE CONDITIONS AND UNIT CHOICE

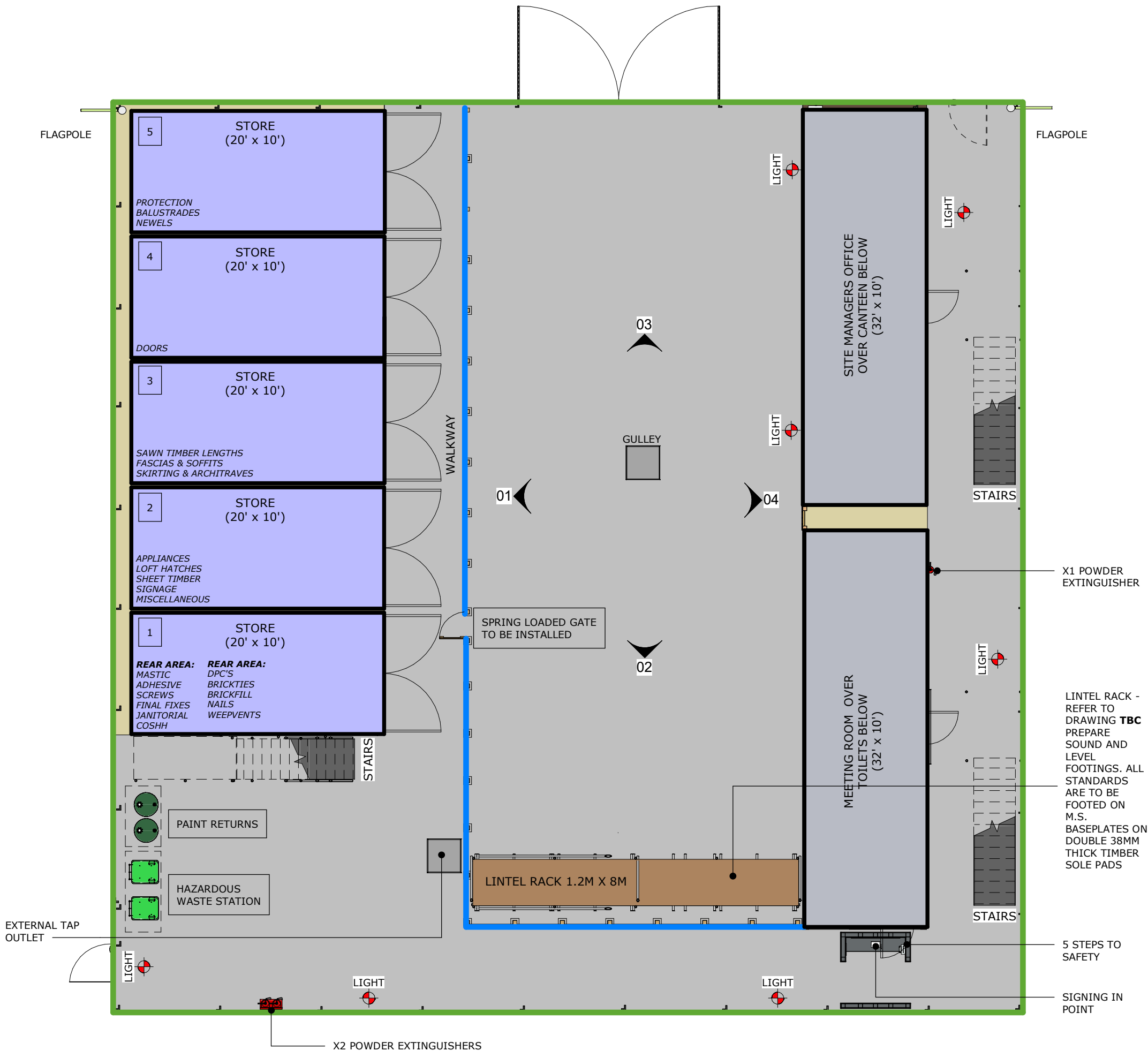
WELFARE UNIT PAD DIMENSIONS: (TO BE CONFIRMED BY ALSIM/ STRUCTURAL ENGINEER).

- SITE OFFICE & CANTEEN: EXTERNAL - 1.0M X 1.0M X 0.45M DEEP INTERNAL - 1.0M X 2.0M X 0.45M DEEP
- MEETING ROOMS & WC'S: EXTERNAL - 1.0M X 1.0M X 0.45M DEEP INTERNAL - 1.0M X 2.0M X 0.45M DEEP
- HL STORAGE & 5NO. CONTAINERS: EXTERNAL - 0.6M X 0.6M X 0.3M DEEP INTERNAL - 0.6M X 1.2M X 0.3M DEEP

Revision History		
Rev	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND FOUNDATION PLAN		Scale at A3: 1 : 100				
Suitability: For Information		Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00201





- KEY:
- COMPOUND STEEL HOARDING - INSTALLED AS PER DRAWING **TBC**, OR TO SPECIALIST FENCING CONTRACTOR SPECIFICATIONS.
 - TIMBER - 2 RAIL FENCE - INSTALLED AS PER DRAWING **TBC**, OR TO SPECIALIST FENCING CONTRACTOR SPECIFICATIONS.
 - LINE OF GANTRY ABOVE
 - 2NO. PEDESTRIAN ENTRANCES ONLY REQUIRED DEPENDENT ON ORIENTATION OF SITE, THE GATES SHOWN ON THE PLAN ARE INDICATIVE ONLY.
 - TARMAC
 - STONE

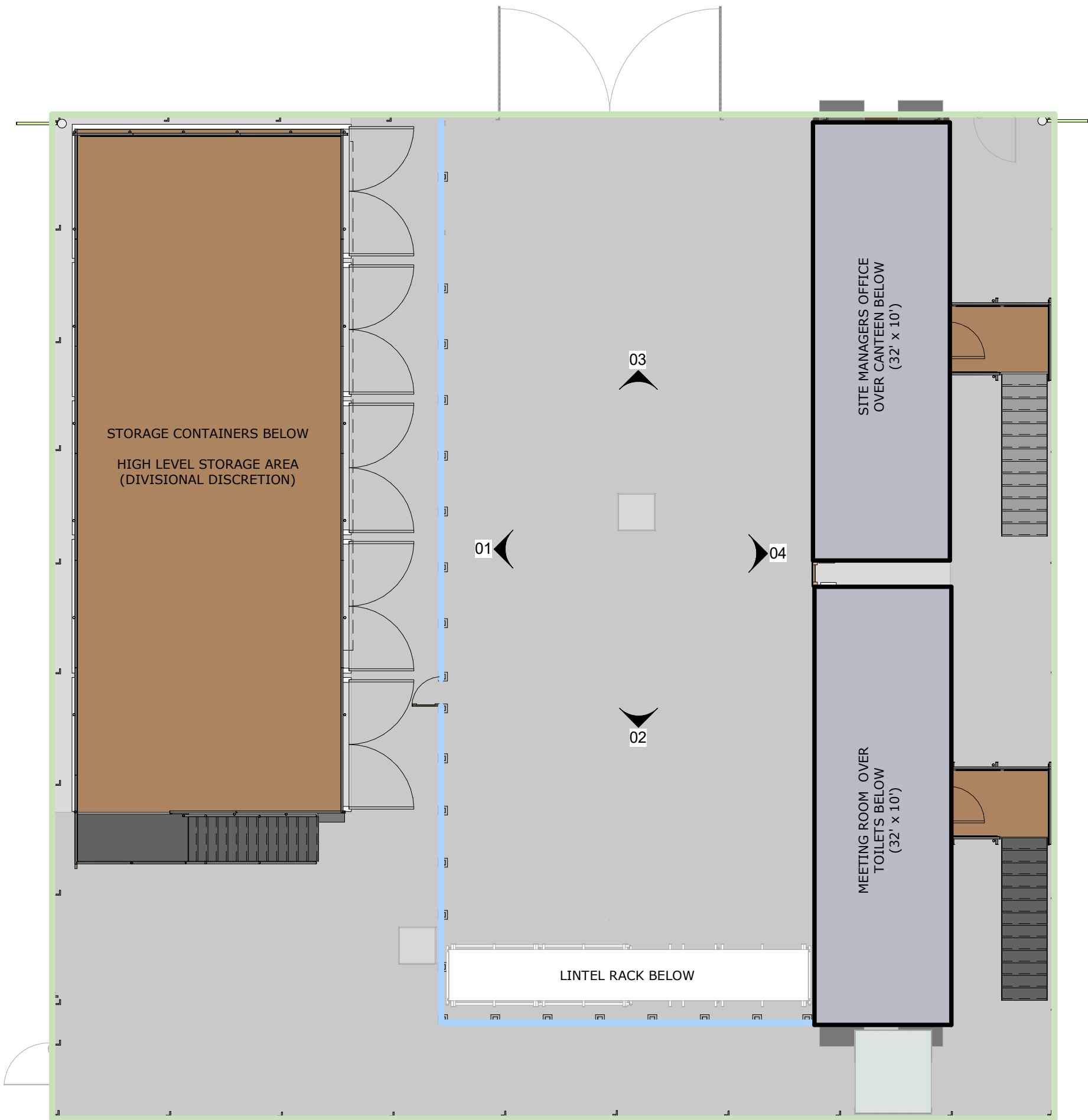
WELFARE UNIT PAD DIMENSIONS: (TO BE CONFIRMED BY ALSIM/ STRUCTURAL ENGINEER).

- SITE OFFICE & CANTEEN:
 - EXTERNAL - 1.0M X 1.0M X 0.45M DEEP
 - INTERNAL - 1.0M X 2.0M X 0.45M DEEP
- MEETING ROOMS & WC'S:
 - EXTERNAL - 1.0M X 1.0M X 0.45M DEEP
 - INTERNAL - 1.0M X 2.0M X 0.45M DEEP
- HL STORAGE & 5NO. CONTAINERS:
 - EXTERNAL - 0.6M X 0.6M X 0.3M DEEP
 - INTERNAL - 0.6M X 1.2M X 0.3M DEEP

Revision History		
Rev	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND LAYOUT - GROUND LEVEL For Information		Scale at A3: 1 : 100 Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00202





KEY:

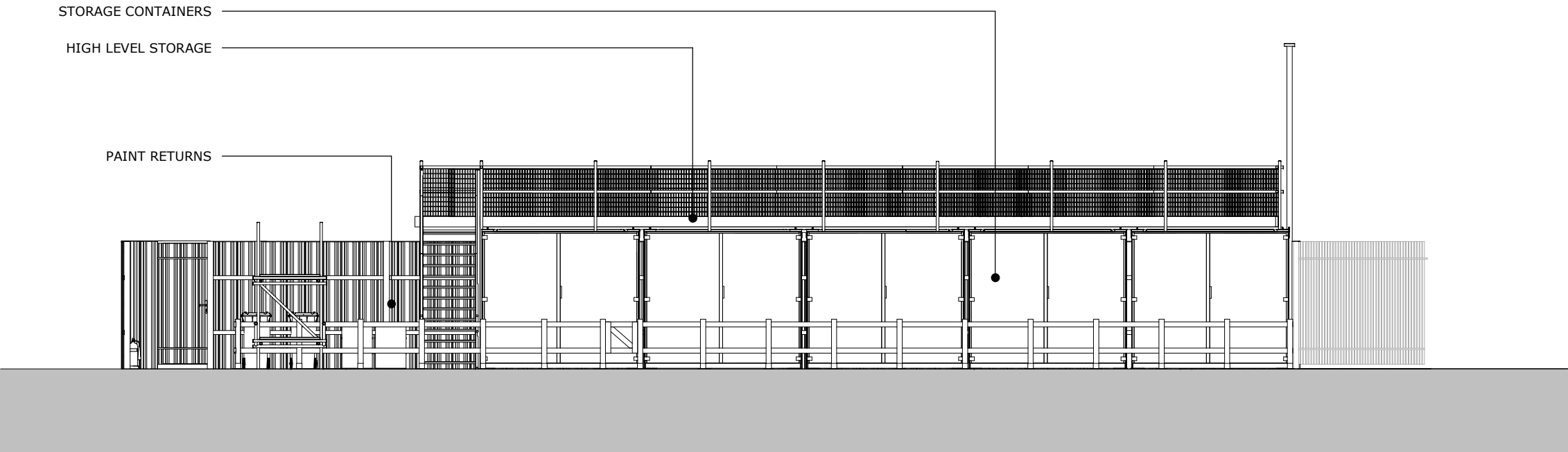
 HIGH LEVEL GANTRY SYSTEM TO SPECIALIST SCAFFOLDING CONTRACTOR SPECIFICATIONS. REFER TO DRAWING **TBC**.

Revision History		
Rev	Date	Description

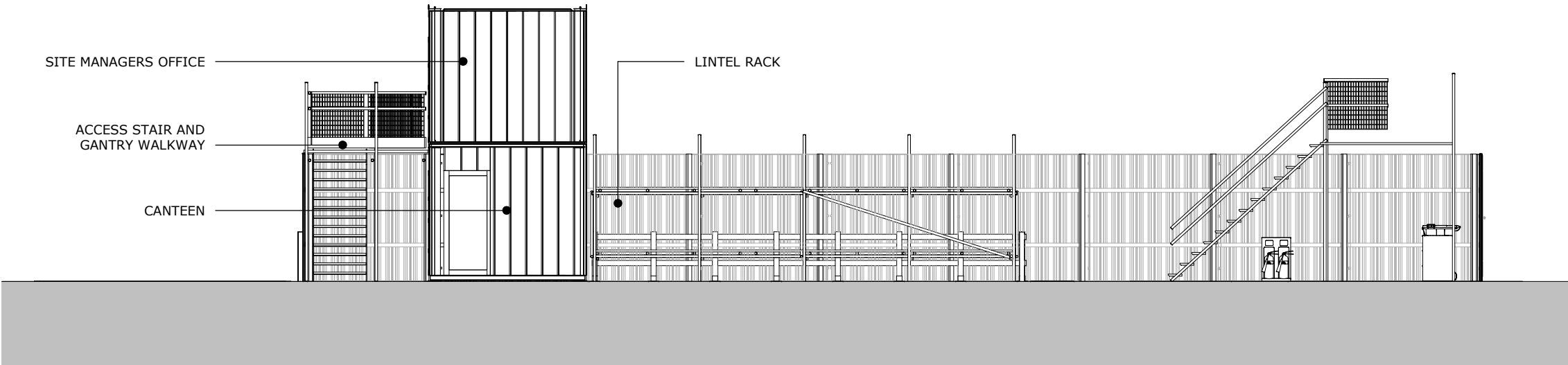
HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND LAYOUT - GANTRY LEVEL For Information		Scale at A3: 1 : 100 Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00203



BARRATT
DEVELOPMENTS PLC



ELEVATION 01

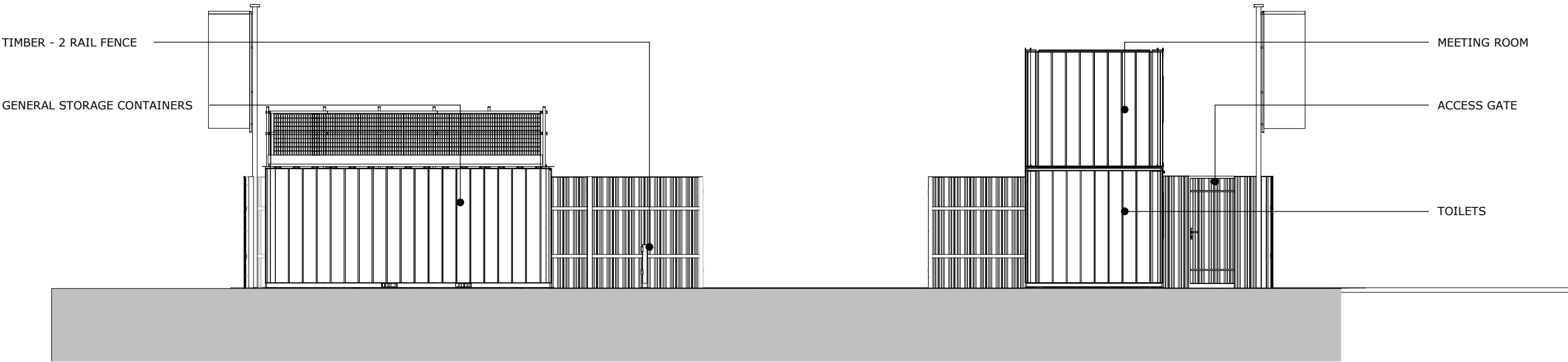


ELEVATION 02

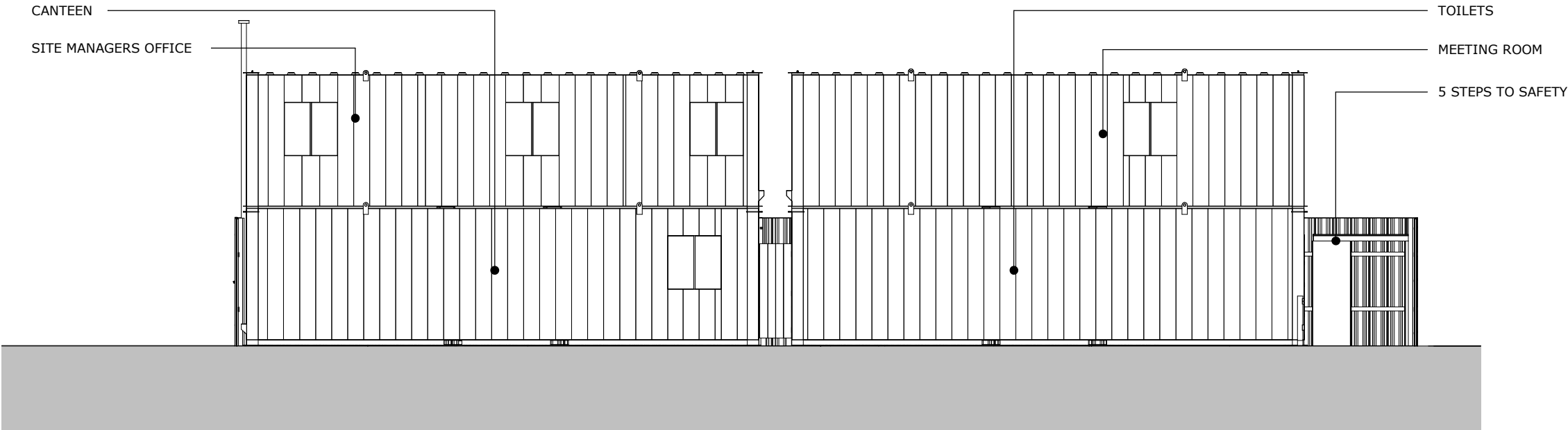
Revision History		
Revision	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND ELEVATIONS - SHEET 01 For Information		Scale at A3: 1 : 100 Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00204





ELEVATION 03

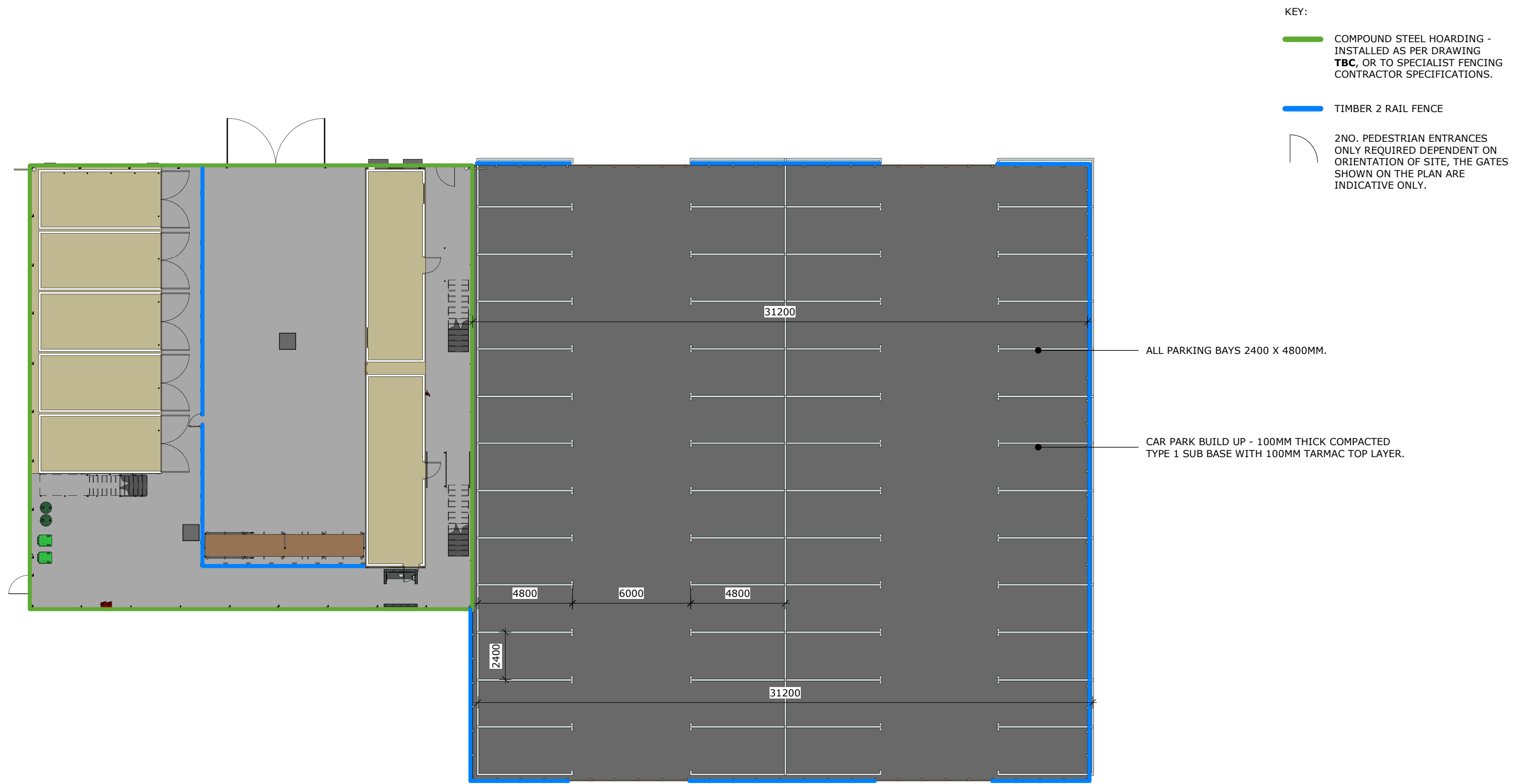


ELEVATION 04

Revision History		
Revision	Date	Description

HT Code:		House type Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND ELEVATIONS - SHEET 02 For Information		Scale at A3: 1 : 100 Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00205





COMPOUND AND PARKING LAYOUT

1:200

Revision History		
Revision	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND WITH CAR PARKING		Scale at A3: As indicated				
Suitability: For Information		Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00206





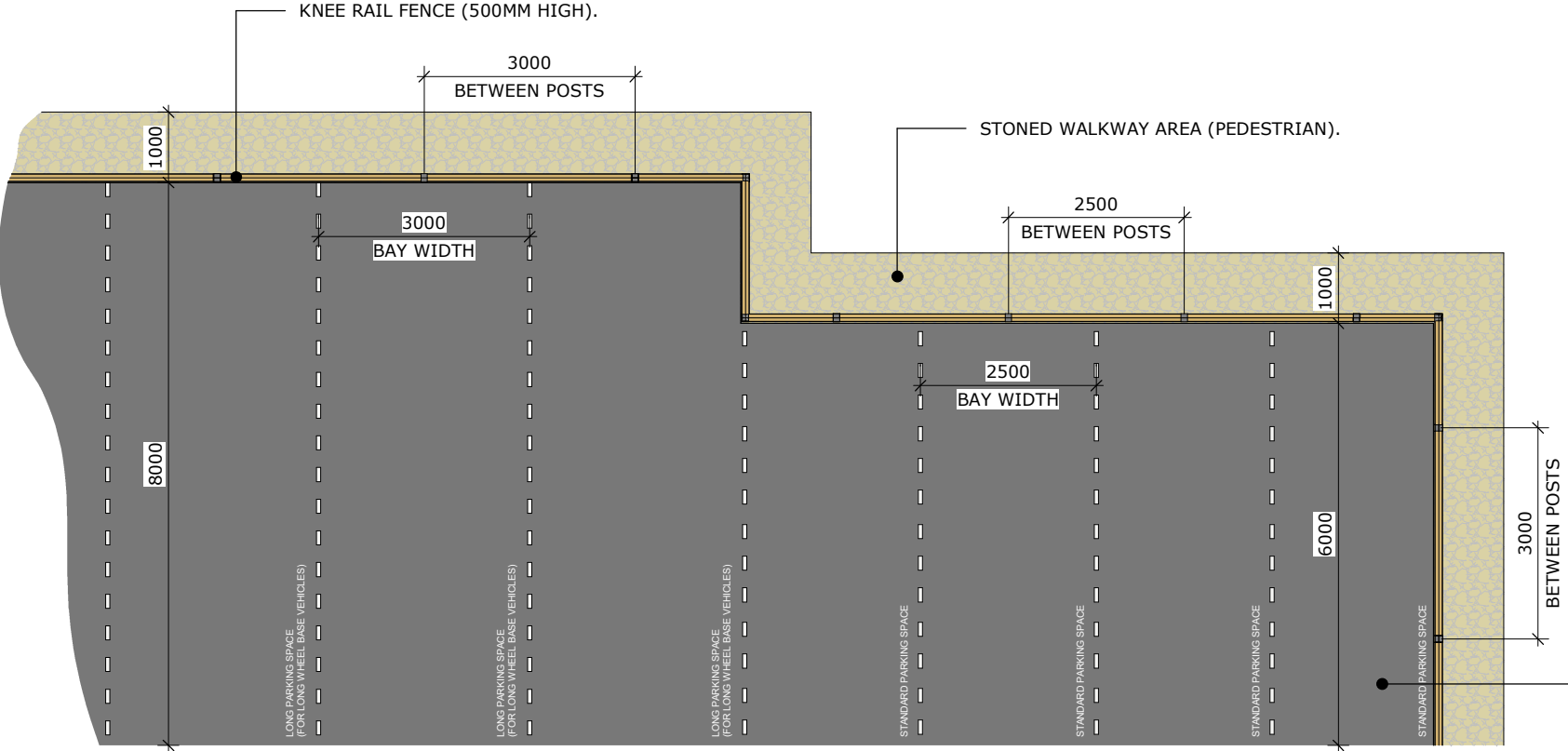
Scan the QR Code for
360° Experience

Note: The 360° Experience is to be used
for Visual illustration only.

Revision History		
Revision	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: STANDARD COMPOUND LAYOUT - 3D VIEWS		Scale at A3:				
Suitability: For Information		Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	- BAR	- XSCTAXX	- XX	- DR	- AR	00207



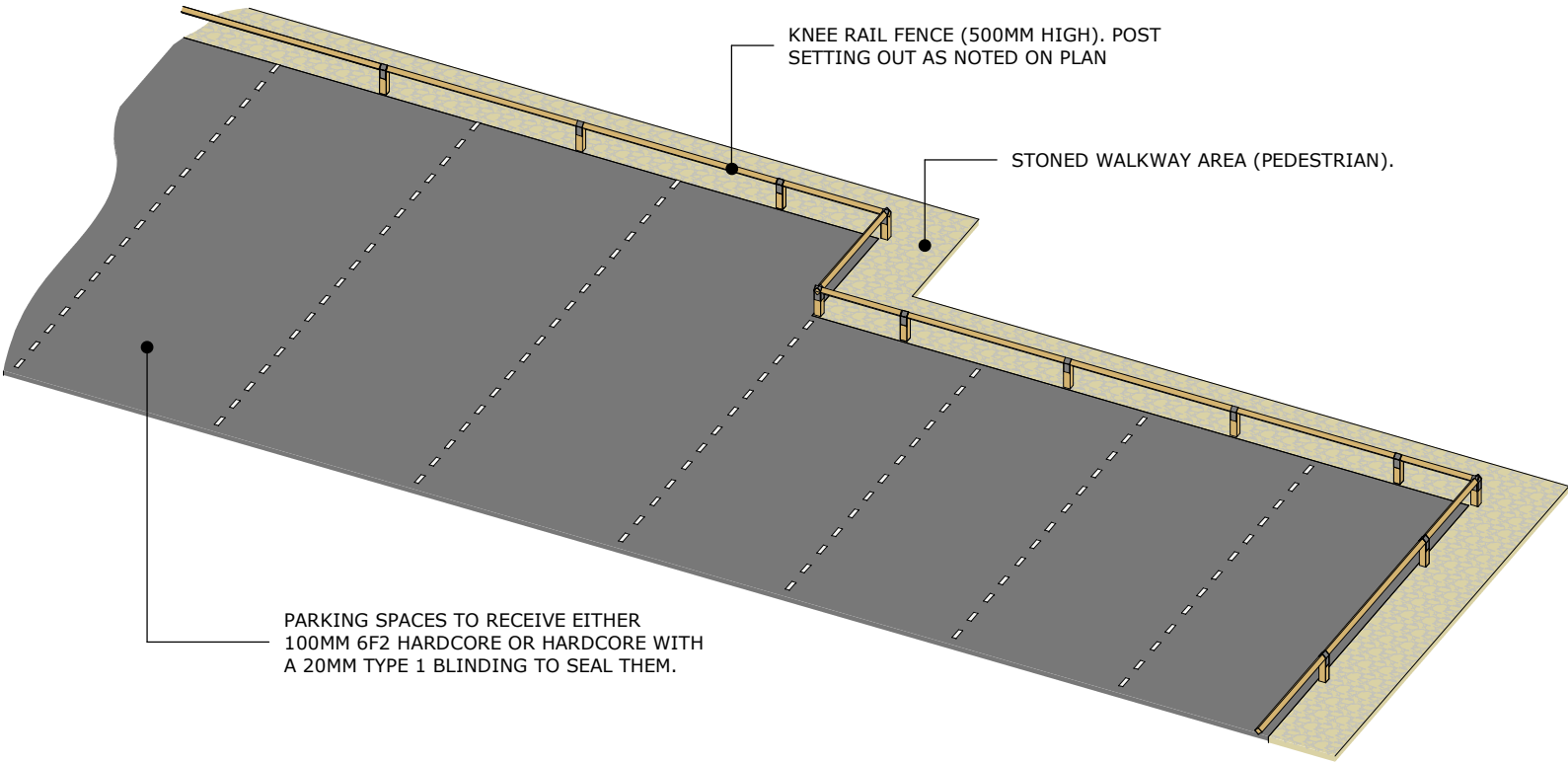


PARKING LAYOUT SHOULD BE CONSIDERED IN A LINEAR DESIGN.

PARKING SPACES TO RECEIVE EITHER 100MM 6F2 HARDCORE OR HARDCORE WITH A 20MM TYPE 1 BLINDING TO SEAL THEM.

- 3 NO. LONG PARKING SPACES (<50 LC / YR)
5 NO. LONG PARKING SPACES (≥50 LC / YR)
- 42 NO. STANDARD PARKING SPACES (<50 LC / YR)
55 NO. STANDARD PARKING SPACES (≥50 LC / YR)

CARPARK LAYOUT - PLAN



Revision History		
Revision	Date	Description

HT Code:		Housetype Name: SITE COMPOUND - TYPE A				
Site: Group Standard		Plot numbers:				
Description: TYPICAL CARPARK LAYOUT		Scale at A3: 1 : 100				
Suitability: For Information		Revision:				
project	originator	functional breakdown	spatial	form	discipline	number
GDT_X	BAR	XSCTAXX	XX	DR	AR	00208



APPENDIX D

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name



Address

National Customer Contact Centre
99 Parkway Avenue
Sheffield
S9 4WF

Telephone number

03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier

BDW TRADING LIMITED trading as Barratt Homes

Registered as

An upper tier waste carrier, broker and dealer

Registration number

CBDU41881

Address of place of business

BARRATT DEVELOPMENTS PLC
BARRATT HOUSE
CARTWRIGHT WAY
FOREST BUSINESS PARK
BARDON HILL
COALVILLE
LE67 1UF

Date of registration

4 October 2024

Expiry date of registration (unless revoked)

28 October 2027

This certificate was created on 29 October 2024. These details are correct at the time of certificate generation.

This copy has been issued under Regulation 6 of Waste (England and Wales) Amendment Act 2014 by the Environment Agency. This is copy number 1 of the certificate.

Making changes to your registration

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.