

River Lugg IDB

Health and Safety Policy

& Statement of Intent

January 2024

River Lugg IDB – Health and Safety Policy Statement

The policy aims to provide guidance on maintaining safe and healthy working conditions for all contractors and their workforce working on behalf of the Board. In addition to ensure the work carried out does not affect the health and safety of others.

The Board has responsibilities under health and safety legislation and has a key role in ensuring that activities it coordinates are undertaken in a safe manner

Although the Board is not expected to actively manage or supervise works, it still has a big influence over the way work is carried out, including the choice of contractor and how much time, money and resource is available also ensuring appropriate weight is given to reporting both preventive information and accident incident data are reviewed. These decisions have an impact on the health, safety and welfare of the contractor's workforce and others affected by the work activities.

In delivering these responsibilities as the Board will achieve this policy through undertaking the following actions:

- Appoint a competent contractor (Principal Contractor as per the CDM regulations) who is responsible for health and safety in their respective areas. The contractor will be notified in writing that they are the Principal Contractor as per the CDM regulations.
- Appoint an “Area Engineer” who will act as Principal Designer and this will be in writing.
- Ensuring adequate controls are in place for health and safety risks arising from work activities.
- Consult with the Principal Contractor and any sub-contractors on matters affecting health and safety. Providing sufficient information, instruction is given and that adequate supervision is in place.
- Seek advice and assistance from external organization(s) to supplement in-house health and safety expertise;
- Monitor ,review and audit all of the health and safety arrangements regularly to determine their effectiveness;
- Set goals and follow action plans to ensure continuous improvement in health and safety performance is maintained.
- There are procedures in place to implement new and changed legal requirements and to consider other external developments and events

This is the statement of general policy and arrangements for:		River Lugg Internal Drainage Board
The River Lugg Internal Drainage Board:		has overall and final responsibility for health and safety
The River Lugg Internal Drainage Board delegated Health and Safety Board Member		The Boards representative in relation to H&S matters
JBA Consulting (Management Provider)		has day-to-day responsibility for ensuring this policy is put into practice
Health and Safety	Responsibility of: Name/Title for reviewing monitoring	Action/Arrangements (What are you going to do?)
Statement of general policy This will be reviewed at least annually by the Board	Board delegated Health and Safety Officer	Review at a board meeting every 12 months and policy resigned
Review / monitor the working practices of the contractor with the aim of preventing accidents and cases of work-related ill health by managing the health and safety risks in the workplace	JBA Consulting (Area Engineer)/Phil Chandler (H&S Adviser)	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed when working habits or conditions change and after significant incidents.)
Provide clear instructions and information, and adequate training, to ensure contractors are competent to do their work	JBA Consulting / Contractors	Contractor's Workforce and subcontractors given necessary health and safety induction and provided with appropriate training (including working at height, asbestos awareness and electrical safety) and personal protective equipment. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site.
Engage and consult with Contractor on day-to-day health and safety conditions	JBA Consulting (Area Engineer)/Phil Chandler (H&S Adviser) All Contractors Workforce	Contractor's Workforce routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.

Implement emergency procedures – evacuation in case of fire or other significant incident.	Contractors	Safe routes well signed and kept clear at all times. Evacuation/Emergency plans are tested from time to time and updated as necessary.	
Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances	Contractors	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects.	
Signed: * (River Lugg IDB) – delegated H&S Board Member		Date:	
Signed on behalf of Principal Contractor :		Date:	

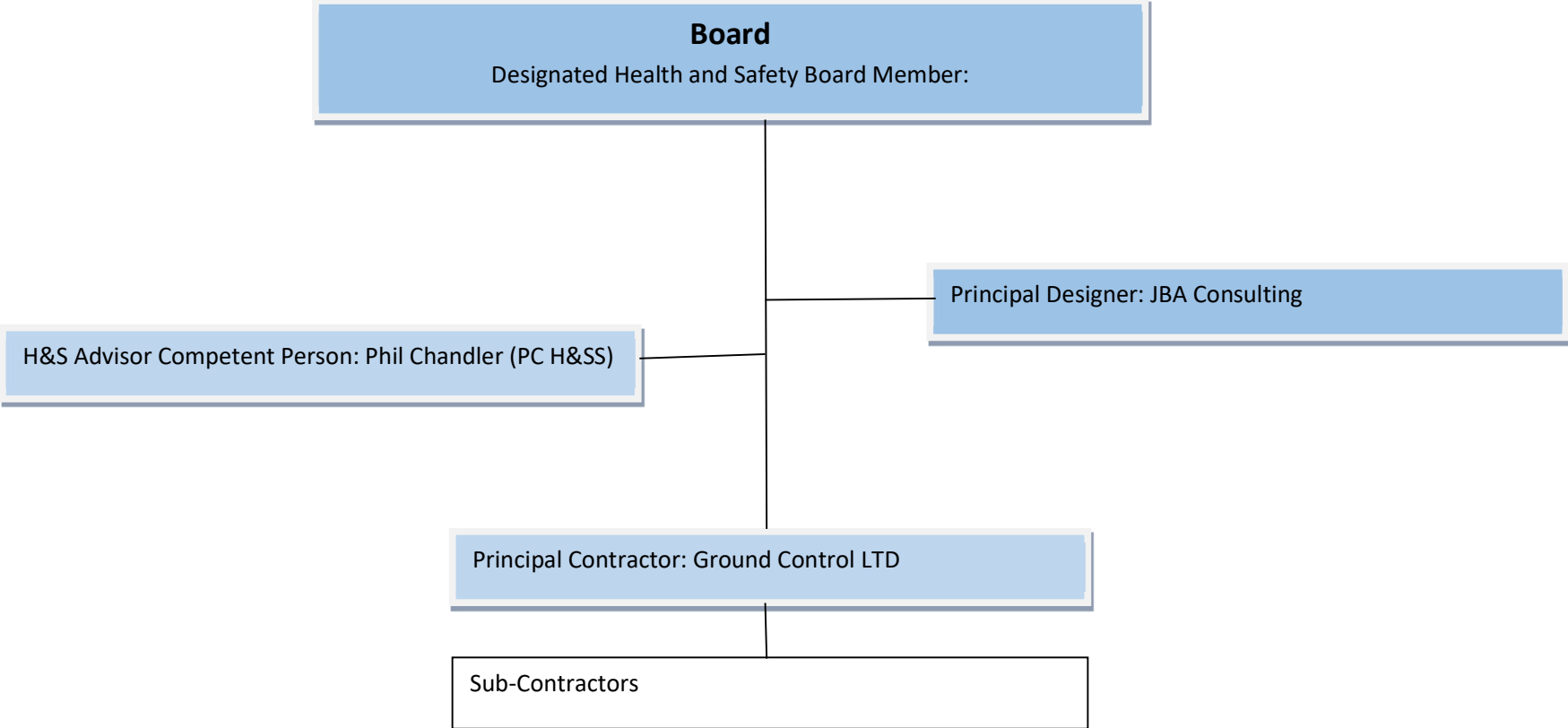
Where applicable review of the following Contractors areas undertaken (annually as part of H&S statement review) reporting to the clerk / board that these are

Area to be checked	Comments, where not applicable this will be stated.
Health and safety law poster is displayed at (location)	Work yard and office
Well stocked first-aid box is located:	Vehicles and work yard
Accident book is located:	Work yard
Contractors Workforce room	Work yard

Date of check	
Name of person completing check (please print)	
Signature	

Accidents and ill health at work reported under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations)

<http://www.hse.gov.uk/riddor>



Boards Expectations - Responsibilities of Contractors

All contractors/ sub-contractors working for the Board are required to adhere to the industry standards, safe working procedures/practices as well as any procedures detailed in their own health & safety policy and procedures. These are in addition to general responsibilities under Health and Safety at Work Act 1974, and specifically include responsibilities the following:

- Personal protective equipment (PPE) including items such as gloves, goggles, ear defenders, hi visibility clothing, overalls, hard hat must be worn at all times within the construction areas. By not wearing the right PPE individuals are exposing themselves directly to risks of illness and injury and would be in breach of the individuals' responsibilities under the act.
- All accidents must be recorded and reported by the Principal Contractor to the area engineer / clerk who reports these to the Board. It is the responsibility of all employees and contractors to provide accurate information when reporting an incident/accident.
- All plant machinery and other work equipment and tools brought onto site must be in good condition and comply with the statutory requirements for plant and equipment under the PUWER (Provision and Use of Work Equipment Regulations)
- The Principal Contractors must report all accidents, injuries and dangerous occurrences to the Area Engineer. The Reporting of RIDDOR accidents/Incidents is the responsibility of the individuals employer or the self employed
- Contractors must ensure that appropriate action is taken to rectify unsafe systems or actions as outlined by the Principal Designer or Principal Contractor
- Buoyancy aids must always be worn when working in operations during periods of high flow, working on floating plant or when carrying out maintenance work over water in general. This is as outlined in the Workplace Regulations (On or near water)
- Good standards of personal hygiene are important in minimising contact with oil, drainage water and other hazardous substances that may be present. The Board have responsibilities to ensure under the CDM Regulations that appropriate welfare facilities are maintained throughout the project

Document Control

In accordance with HSE regulation's the River Lugg Internal Drainage Board will review and approve this policy every 12 months or sooner if required e.g. legislation changes

Date Approved by RLIDB	January 2023
Date of next of scheduled review	January 2025