

TOOLBOX TALKS

PROTECTING THE PUBLIC AT FIXED CONSTRUCTION SITES



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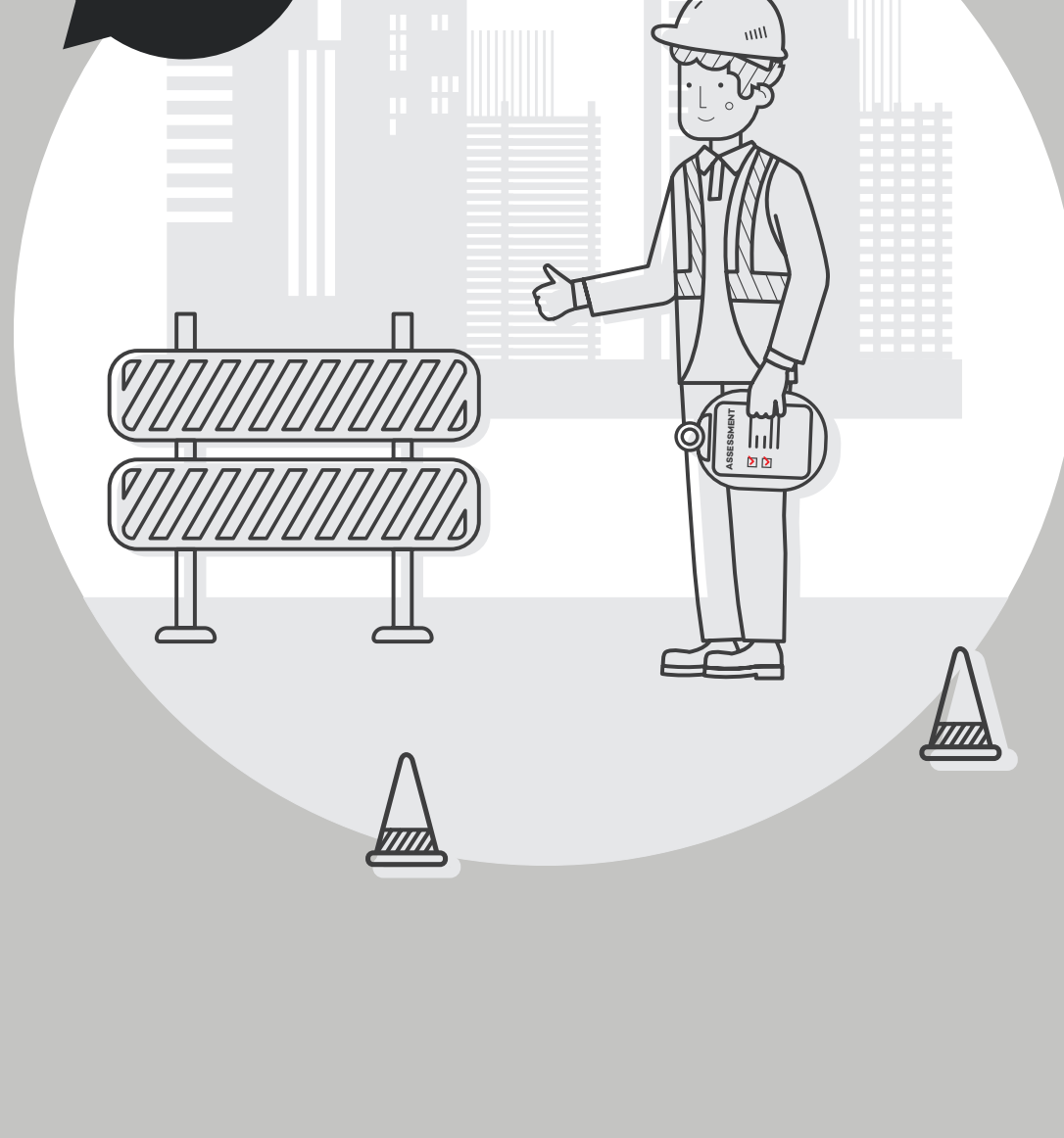
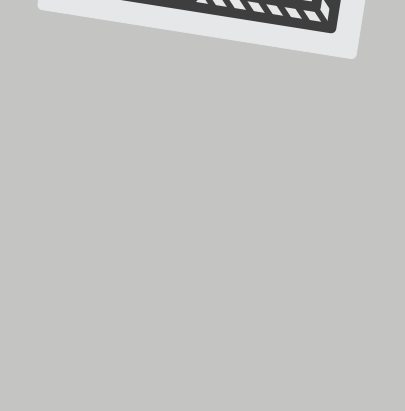
PLANNING STAGE

Line Managers/Supervisors **MUST** ensure that all work activities and all other activities associated with **Protecting the Public at Fixed Construction Sites** are assessed at the planning stage and also on site at the operational stage.

IDENTIFYING THE TYPE OF PERIMETER FENCING

Line Managers/Supervisors **MUST** at the planning stage of an undertaking, identify the type of perimeter fencing required, the size of the perimeter and how perimeter fencing shall be maintained to ensure site is secure. **Factors to consider include:**

- The nature and type of construction work
- How heavily populated is the area
- Who will need to visit the site during the work
- Whether the site may attract children
- Site characteristics

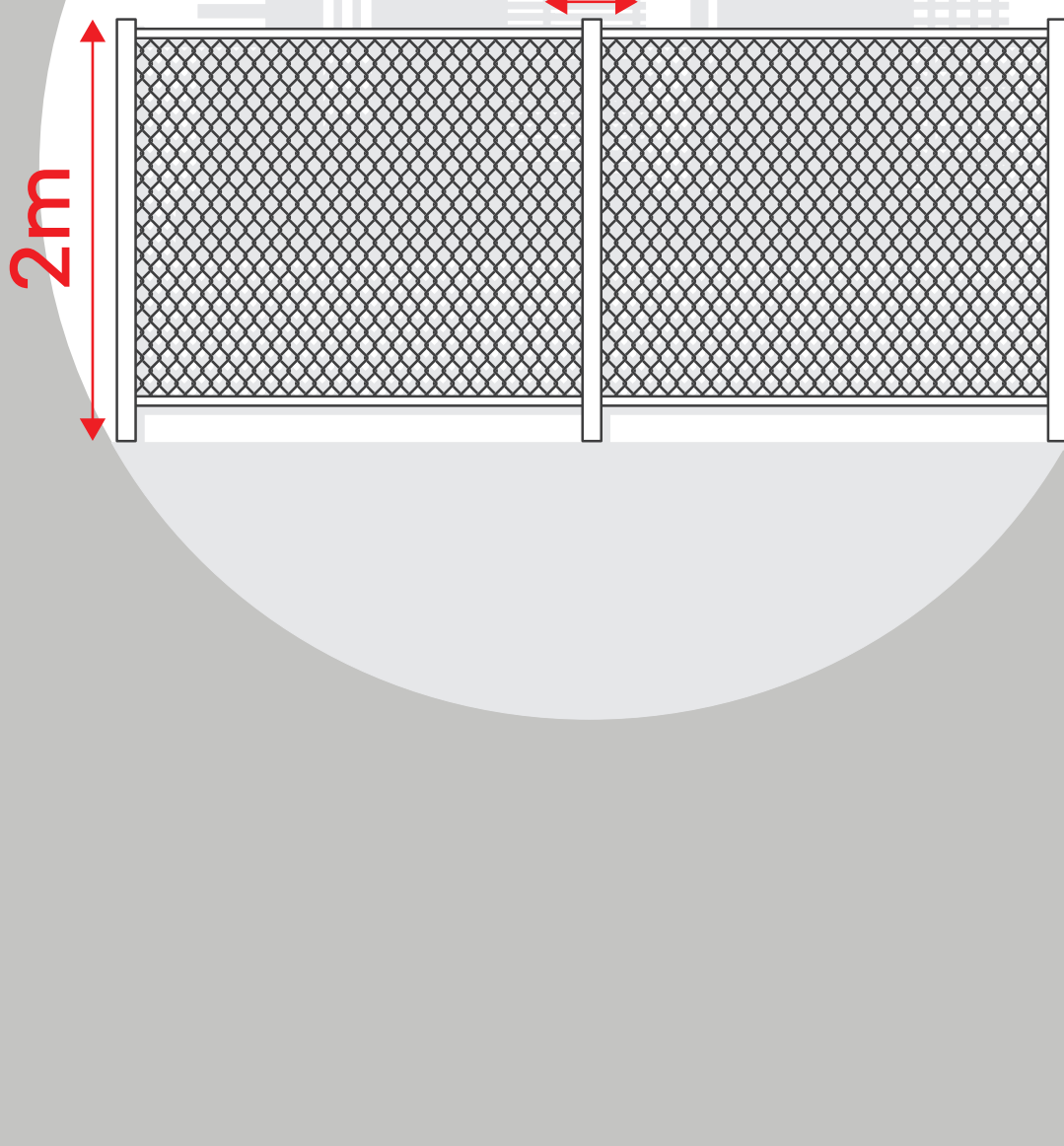


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FENCING/ BARRIER SPECIFICATION

Ensure that the fencing is **2m high, locked together, no gaps at base or sides, does not allow hand or footholds, for climbing** when undertaking Major Construction Works.

- If there is a need to remove an in-situ barrier system, then the Line Manager/Supervisor **MUST** ensure a specification for replacement and/or temporary replacement is obtained from the barrier owner
- Temporary physical barriers **MUST** be sourced in line with specification prior to work activity commencing
- Temporary physical barriers **MUST** be installed immediately
- Temporary barriers **MUST** remain in place until work activity allows permanent barrier system to be re-installed
- All employees on site **MUST** be made aware of the need to ensure a physical barrier remains in place at all times
- All associated hazards and subsequent controls are documented within the site specific Risk Assessment
- Line Manager/Supervisor **MUST** ensure that if there is no barrier owner and/or specification then the Line Manager/Supervisor **MUST** ensure replacement and/or temporary barrier replacement **MUST** be sourced to the equivalent standard of the physical barrier in situ, as a minimum, prior to work activity commencing.



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ACCESS

Ensure access and egress to the site is controlled.



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DISPLAYED SIGNAGE

Ensure hazards and/or site specific requirements are clearly displayed on signage in prominent positions both internally and externally to any site in order for **health and safety information** to be made available to employees and others who may visit the site.

- Site PPE requirements if applicable
- Speed restrictions
- Parking restrictions
- Vehicle movement requirements
- Location of reception/site office
- Fire assembly points
- First Aid points
- Any other site specific information/restrictions
- Specified hazards

SPECIFIED HAZARDS

Ensure that account is taken of specified hazards and controls are clearly documented. Types of specified hazards include:

- Scaffolding and other access equipment
- Openings and excavations
- Slips, trips and falls within pedestrian areas
- Plant/machinery and equipment
- Hazardous substances
- Storing and stacking material
- Electricity and other energy sources
- Dust, noise, vibration and sparks
- Falling objects
- Deliveries, loading and unloading

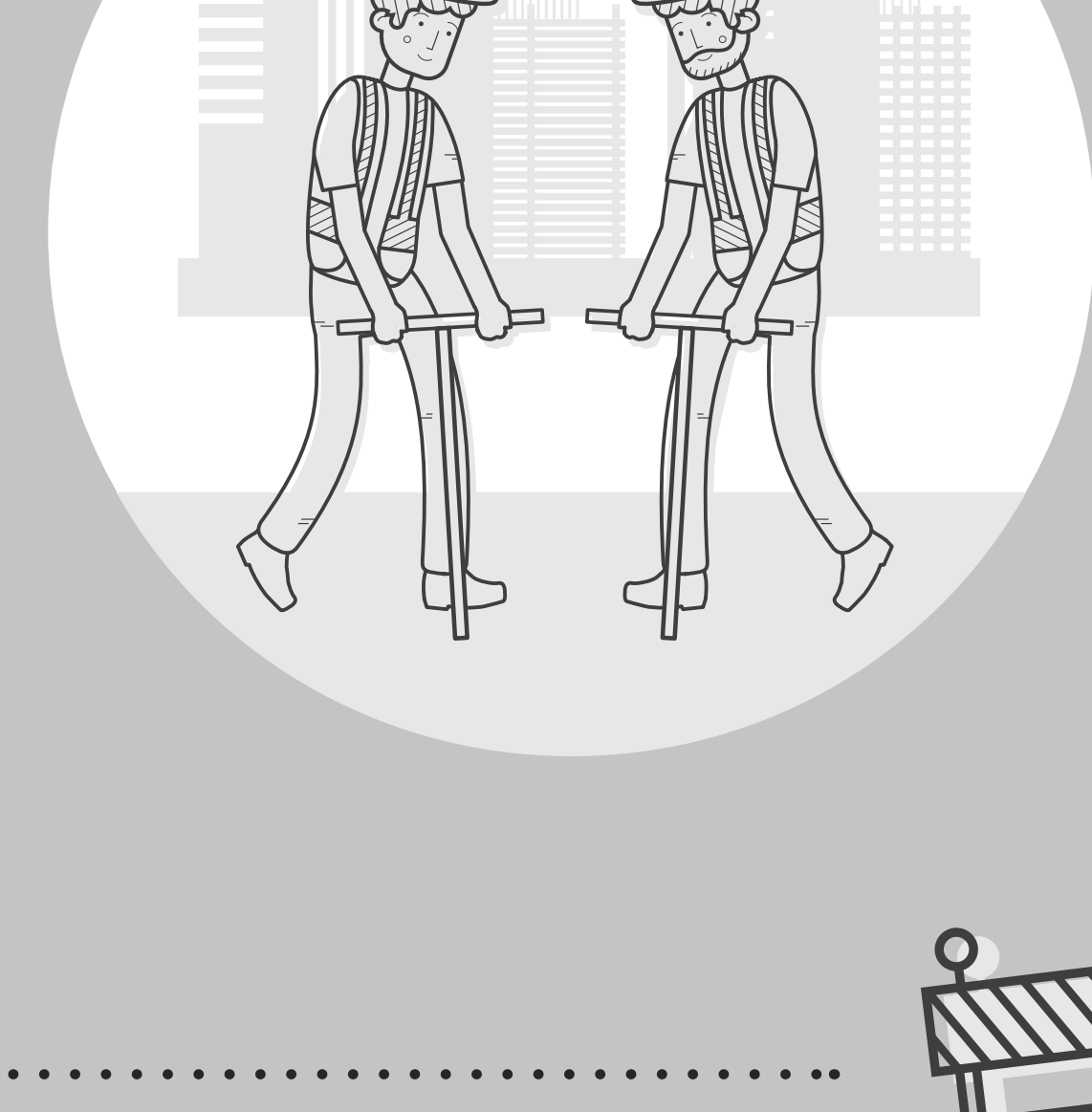


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WORKING EFFICIENTLY AROUND VULNERABLE GROUPS

Ensure that the controls for work activities that interact with or are in the vicinity of vulnerable groups/premises give consideration of:

- Respective responsibilities
- Mechanisms of co-operation and co-ordination
- Providing information about risks
- Controlling access to the areas where construction works are being carried out
- Emergency procedures



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VULNERABLE GROUPS

Ensure that account is taken for **vulnerable groups** and premises, and controls clearly documented.

- The disabled, elderly and children, schools, hospitals and care homes



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EMPLOYEES

- **MUST** adhere to information provided
- Are to ensure they inspect their work area prior to undertaking work activities and ensure documented controls are in place.
- **MUST** ensure to stop work immediately and report to Line Manager/Supervisor if any documented controls cannot be achieved.

SUMMARY

- Work activities associated with protecting the public are to be assessed at the planning and on site operational stages
- Identify the type of perimeter fencing required, size of perimeter and how the perimeter is to be maintained
- Ensure the fencing is 2m high, locked together, no gaps at the base or sides and does not allow hand or foot holds for climbing
- Adequate controls to be in place for access and egress to site
- Deploy adequate signage
- Clearly document the site specific hazards through Risk Assessment
- Take into account and document vulnerable groups and premises
- Stop work immediately if any documented controls cannot be achieved

TOOLBOX TALKS

FOR MORE INFORMATION OR IF YOU HAVE ANY CONCERNS CONTACT YOUR SHEQ DEPARTMENT