

## HEALTH, SAFETY & WELLBEING POLICY

### Business Scope

Provision of Civil, Electrical and Mechanical Services to the Commercial, Industrial and Public Sectors, within the UK. These services are coordinated through a head office complex and delivered in the field via skilled and trained operators. The laying of Asphalt Mixes by hand and machine in accordance with National Highways Sector Scheme 16.

### What is the Board's commitment to Health, Safety & Wellbeing?

To achieve this, the Board will:

- Constantly work towards improving the health, safety & wellbeing culture at all levels within Northavon Group Limited, using a 'top down' and 'bottom up' approach where employee engagement and feedback is encouraged and rewarded.
- Show visible commitment from the top level down by actively driving, monitoring and reviewing Safety standards against the company's Strategy, Objectives & Targets.
- Ensure compliance with all relevant legal duties in respect to health & safety at work legislation and any supporting guidance, client based standards and/or local company instructions
- Ensure Management and Workforce take personal ownership of safety each and every day.
- Ensure that ALL staff and contract partners understand that they are empowered at ANY time to STOP work when they think something is unsafe
- Ensure that ALL staff adopt a questioning attitude at ALL times
- Provide adequate resources for the identification and evaluation of safety risk, with the aim to eliminate hazards or reduce to an acceptable level.
- Support Operational teams in their planning, provision and maintenance of safe working conditions
- Take action where standards fall short of our expectations.

**What are Northavon Group Limited's objectives for Health, Safety & Wellbeing?**

Northavon Group Limited believes that all accidents are avoidable; our objective is to prevent injury and ill health, in addition to continually improving our HS&W performance. The organisation commits to plan, control and monitor activities in such a manner that they do not cause harm to our colleagues, contractors, visitors or members of the public.

To achieve this Northavon Group Limited will:

- Have an overview strategic plan and specific objectives and targets which are updated annually and monitored monthly - see KPI's below
- Have set a Lost Time Accident Frequency Rate of zero
- Have developed a health and wellbeing strategy – promoting wellbeing that educates staff at all levels about the prevention of ill health and work related illness.
- Continue to proactively encourage and manage good behaviours
- Maintain safety improvement initiatives as appropriate
- Close out incident investigations within 5 days so far as is reasonably practical and provide a prompt response and feedback to issues raised.
- Internally and externally audit our Safety Management Systems, implementing improvements to retain certification to ISO 45001:2018 and strive for continuous improvement.


**What are Northavon Group Limited's expectations for communication of Health, Safety & Wellbeing?**

Participation and consultation are vital aspects of this policy.

Northavon Group Limited welcomes suggestions from members of the public to improve health, safety & wellbeing and Northavon Group Limited Colleagues are encouraged and expected to:

- Discuss health, safety & wellbeing matters with their managers who will offer or obtain further expert advice, where necessary.
- Co-operate at all times; contribute good ideas and improvements; report defects and short falls.

**Key Performance Indicators (KPI's)**

KPI	Target	Actual	Current Status 	Required Action	Action Owner	Target Completion Date (as applicable)
<b>HEALTH &amp; SAFETY</b>						
Combined AFR* (Site + Offices) (Rolling Year)	0				N/A	N/A
Enforcement Actions / Interventions (YTD)	0				N/A	N/A
Client audit pass rate (YTD)	100%				N/A	N/A
NGL Internal Audits completed vs planned (YTD)	100%				Head of Group Compliance	
Internal Weekly Site Safety Inspections	100%				Head of Group Compliance	
Internal Monthly Site Safety Inspections (Projects >1 month)	100%				Head of Group Compliance	
All Staff engaged in Welfare Program	100%				Head of Group Compliance	
Quarterly Management review of ALL HSE related governance	100%				Head of Group Compliance	
Annual Management review of ALL HSE related Policies/Procedures and supporting governance	100%				Head of Group Compliance	
Internal (Unannounced) Monthly Management Site Inspection/Visits	100%				Head of Group Compliance	
Unplanned Event (UE) resolution within agreed timescale - Safety Related	100%				Head of Group Compliance	
<p>* AFR = <math>((\text{Number of Reportable Accidents per year} \div \text{Total Man hours worked}) \times 100,000)</math></p> <p>(Total Man hours per person @ 45hrs/wk x 48Wks)            TOTAL to include subcontractor hrs</p>						

*This plan is reviewed and revised at regular intervals, not less than annually, to ensure that it is relevant, up to date and fit for purpose.*

**Signed:**



**Mike Clancy**  
**Group Managing Director**  
**9 January 2023**