

## Site Security Guidance

### Introduction

This guidance is aimed at duty holders involved in the construction process. It provides practical advice on how those designing, planning, maintaining, and carrying out construction work can mitigate the site security risk to others such as Members of Public, illegal & legal trespassers who are not involved in the construction process.

### The Law

The law says you must conduct your business without putting members of the public at risk. You need to define boundaries physically, where necessary, by suitable fencing. The type of fencing should reflect the nature of the site and its surroundings. Determining the boundary is an important aspect of managing public risk. You need to plan what form the perimeter will take, provide the fencing, and maintain the fencing.

### Land Owned (not under construction)

All developers have a legal and moral obligation to ensure that any land they own is free from hazards that may cause an injury to others such as members of the public, legal & illegal trespassers.

It is recommended that as soon as possible upon the acquisition of land or ideally before acquisition, a site visit must be completed by a competent person to undertake a risk assessment to determine any hazards and mitigation measures required.

Depending on the findings, hazardous areas may need to be fenced off, these could include:

- Any building un-occupied or derelict (Windows & Doors may need to be boarded up).
- Any pit heads or excavations that may pose a hazard.
- Wells or other type of water sources.
- Any leading edges that could be contribute to a fall.
- Access points to land, to prevent travellers from gaining access.
- Any known contaminants.

Any mitigation measures determined, must be detailed within the risk assessment.

A competent person must carry out regular inspections to ensure that the protective measures remain in place until construction work commences. It is recommended that such checks are carried out on a three-monthly basis.



It is important to note that it is not always necessary to fence off the whole area of land, only hazardous areas that pose a risk of injury. It is important to note however land not being developed for a number of years still requires periodic checks to ensure any deteriorations are monitored and where required mitigation added, an example would be vegetation close to the boundary that may need to be maintained. Also, if any invasive species or plants are present, such as Japanese Knotweed, a mitigation strategy must be put in place to prevent spread.

If there are any trees that could pose a risk to the public, then a competent person must be appointed to carry out a tree survey.

### **Land Owned (Under Construction)**

Once the construction phase commences, as a minimum a 2m high fence is an effective site barrier for most sites, exceptions to this may be city centre sites and residential areas where there have been previous attempts by children to gain access to the site. In these cases, larger hoardings may be appropriate.

Perimeter fences can be constructed from a range of materials, including metal mesh. If a fence is to be used, then it should be difficult to climb. Using a close mesh which prevents children getting their hands and feet through should mean that no one can gain handholds or footholds.

Sectional fencing should be locked together and not easily separated without using a tool from the inside of the site. Keep gaps underneath the fence or gate as small as possible to stop anyone gaining access under the fence. Make sure children cannot get access through gaps under temporary fencing.

On uneven ground gaps can be quite considerable if steps are not taken to level the surface. Where the feet of sectional fencing points into pedestrian areas, they should be highlighted to avoid tripping hazards.

### **Additional Security Measures**

A site wide risk assessment should carefully consider a range of appropriate controls to prevent or deter access. The site risk assessment should be kept under review and reports of damage to site or local fencing or trespassing out of working hours should be investigated and security measures reviewed as a matter of urgency.

The level of security needed and the options available will be affected by the location and nature of the construction work, including:

- Proximity to residential areas, schools, and other public venues.
- Length of time site is closing for – overnight, weekend, holiday, mothballed, etc.

Timber frame construction presents a high level of fire risk, increased security measures must be considered during the “high risk” phase of timber-frame construction to prevent unauthorised access.

Once completed, timber frame buildings have an equivalent fire performance to traditional build, however throughout the build stage specific controls must be implemented.



Examples in situations where the risk of unauthorised access is high are the use of:

- Closed Circuit TV (CCTV).
- CCTV with active monitoring to detect presence of persons.
- CCTV with active monitoring and loudspeakers allowing remote security monitoring and verbal intervention, and.
- Security personnel either based on site or by visiting patrol.

Whilst signage is appropriate, this is a low level of control and unlikely in itself to deter children.

### **Temporary Proprietary Fencing**

Proprietary temporary fencing systems typically comprise of 2m high temporary mesh fencing panels, concrete / rubber feet and two standard temporary fencing couplers per panel in order to comply with HSG 151.

- To be at least 2m high.
- To be secured to fixed posts or with double clips on the inside.
- To be propped and braced with zig-zag panels to prevent long runs toppling or blowing over.
- To be erected in line with the suppliers / manufacturer's guidance with regard to temporary works.
- To be further supported and stabilised against high winds to prevent from falling or tipping over.
- To be suitably arranged to remove or reduce the gaps underneath to prevent access.
- Consideration must be made for any existing structures or street furniture that may allow ease of access over the fencing if used as a climbing aid.
- To be close mesh anti-climb – no hand holds or footholds.
- To be arranged adequately with no trip or entanglement hazard.

The integrity of the site perimeter must be inspected regularly and at the end of the working day. The inspection must be recorded in the site diary together with any remedial action taken. Particular attention should be paid to ensuring that all temporary fencing panels are secured.

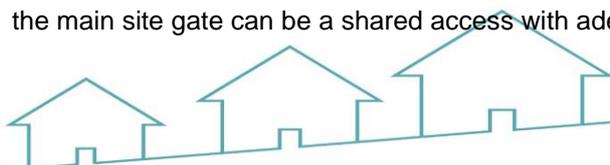
Site inductions must draw attention to the requirement for work areas to always be left safe and secure.

Any significant breach of site security or malicious damage to perimeter fencing should be reported to the police.

### **Site Entrances (Proprietary Fencing)**

Securable gates at access points should form part of the fence and be of the same size. Controlling access through gates is very important and it is essential that the gate can be secured, whether it is open or not, to avoid it being blown shut in an uncontrolled manner.

As a minimum the site entrance must be provided with a gate/s (2m Fence Panel) which should be kept closed when not in use. Ideally a separate pedestrian gate should be provided but if this is not possible the main site gate can be a shared access with adequate segregation controls provided.



Arrangements must be put into place for persons/ deliveries to contact the authorised person to open the gate/s to allow entry. The authorised person needs to close the gate to secure site following the delivery or allowing access.

Consideration to providing adequate space for a vehicle to wait at the gate which is off the highway or a safe place for a vehicle to park on the highway should be provided.

Where possible a designated, safe, and convenient pedestrian access point to site on a standard run of temporary mesh fencing should be provided. Pedestrian gates should be fitted with a Digi Lock or similar and vehicle gates should be kept padlocked to prevent unauthorised access.

Adequate site signage should be displayed to warn of unauthorised access. Care must be taken to ensure the gates selected are structurally sound and maintained in good order. If gates have been sourced from a propriety manufacturer, then a copy of the design must be requested and held on site, if however, the gates are bespoke, a temporary works design will be required.

Care must be taken on any marketing signs attached to the fence as they will increase the wind loading and will need considered in the temporary works design.

Considerations must also be made for the gates to be secured when both open and closed to prevent them being blown in the wind and potentially striking a pedestrian or vehicle, a suitable post and latch system should be considered, in addition to relying solely on the drop bolt.

### **Inspection and Monitoring (Proprietary Fencing)**

To ensure the integrity and effectiveness of the site perimeter, the Site Management Team must carry out daily checks.

These checks should establish that the:

- Proprietary fence post-blocks located on firm and level ground.
- Panel legs securely inserted into block feet.
- Short side of a block to be facing towards the public area.
- Where close to a public footpath, it is recommended that block ends are sprayed red to identify potential trip hazard.

### **Stability (Proprietary Fencing)**

- Propriety fence designs do not account for marketing signs or any type of attached protective sheeting (i.e., for dust/noise control) including blow through sheeting. It is important to note that a bespoke temporary works design be sought from the fence manufacturer or a structural engineer. A Temporary works design will specify the typical arrangements for the installation of proprietary fencing in soft or hard ground, you must liaise directly with a structural engineer for further guidance.
- For long lengths of fencing additional support to maintain stability needs to be assessed and it is recommended that the fence manufacturer or a structural engineer is consulted.



### **Security (Proprietary Fencing)**

In addition to the stability checks, the Site Management Team must also check that the site boundary is secure by checking that:

- No gaps/weak spots (under/between).
- No damaged panels/hoarding.
- Materials or other structures near fence/hoarding that could facilitate unauthorised access.
- Unsecured panels or unauthorised opening of panels etc.

Anti-Tamper Couplers are a secure of method of connecting temporary mesh fencing panels together. Unlike standard temporary fencing couplers, the anti-tamper version features a security nut, rather than a standard nut and bolt system.

Any significant breach of site security or malicious damage to perimeter fencing should be reported to the police.

### **Timber Hoarding (Inc. Vehicle Access Gates)**

The Principal Contractor or hoarding contractor must be fully responsible for the design, supply, installation, inspection and maintenance of the hoardings and vehicular access gates.

### **Design (Timber Hoarding)**

All hoardings and vehicular access gates shall be designed and be provided with a bespoke design and a copy of the design should be retained on site. All hoardings and vehicular access gate designs shall be verified by a competent structural engineer, who has the skills, knowledge, and experience.

### **Monthly Inspection and Maintenance by the Hoarding Contractor**

All hoardings and vehicular access gates shall be inspected by a competent person, with the necessary skills, knowledge, and experience to carry out the inspection. Where defects are identified during the inspection of hoardings and/or vehicular access gates, all defects must be rectified within a 48-hour period from the time of the inspection.

Minor repairs to hoardings and vehicular access gates, which include routine repairs or equivalent replacement, identified during the monthly inspection shall be detailed within the Inspection and Maintenance Report and actioned immediately.

Emergency repairs urgently required to any hoardings and vehicular access gates for reasons of security, health and safety or operational necessity, shall be undertaken immediately until there is no longer a risk to security, health and safety or operations.



### **Installation and Removal of Hoardings and Vehicular Access Gates**

The installation and removal of all hoardings and vehicular access gates shall be subject to a safe system of work, including a risk assessment and method statement, which considers suitable access for the work activities.

Where the installation of hoardings and/or vehicular access gates requires lifting operations, the safe system of work shall clearly state the specific requirements to comply with the Lifting Operations and Lifting Equipment Regulations (LOLER).

All safe systems of work for the installation and removal of hoardings and/or vehicular access gates shall be agreed and formally accepted by the Principal Contractor prior to work commencing.

When installing Hoarding, consideration should be made for any street furniture (e. g. Road signs, BT Boxes etc.) which may contribute to aiding access by unauthorised persons

### **Document Control for Hoardings and Vehicular Access Gates**

All hoardings and vehicular access gates shall be included within the Principal Contractor's Temporary Works Register.

### **Phased Public Occupations (Public / Construction Works Interface)**

Typically, a housebuilding scheme will have a phased occupation strategy which is pre-planned and coordinated, site security and site access must also be considered in advance of occupations in order to ensure the site boundary remains secure.

As well as maintaining a secure site boundary, in order to prevent unauthorised access onto site during both the working hours as well as out of hours, consideration must also be made for the specification of the site boundary, designated site access points as well as consideration for additional site boundary controls to facilitate the safe movement of construction traffic within the public occupied areas.

A risk assessment should be undertaken to determine the location and type of site boundary required, taking into consideration the location of scaffold structures in proximity of occupied premises, as well as the level of works that are outstanding that may require to be accessed by plant and machinery.

