

## Health & Safety Overview

### Responsibility

The Board of LondonMetric Property Plc (“LondonMetric” or the “Company”) is responsible for ensuring that LondonMetric has appropriate Health and Safety procedures in place in order to manage health and safety under the Health and Safety at Work Act. As set out more fully in the Company’s Health & Safety policy (the “Policy”), Mark Stirling, Property Director, is responsible for overseeing the implementation of the Policy and reporting to the Board on Health and Safety matters.

### Health and Safety Adviser

RP&P Management Ltd acts as LondonMetric’s Health and Safety Consultants for advice and guidance on health and safety legislation and best practice.

### Policy

LondonMetric’s Health and Safety policy is reviewed annually and updated as required in order to ensure compliance with current legislation and best practice. The policy sets out procedures in order to provide and maintain safe and healthy working conditions for all of its employees, providing appropriate equipment, operational processes and safe systems of work to cover all of its activities. In addition, as a result of its ownership of properties and development activities relating to a proportion of those properties, the Company aims to ensure that health and safety is properly considered for all non-employees including visitors and contractors to the Company’s premises and managed properties.

### Assessment, management and monitoring of Health & Safety risks

Definitive regulations specify that, Employers have a duty to ensure that health and safety risks are assessed for all work activities. LondonMetric ensures that a comprehensive risk assessment is carried out for all such activities. All actions and controls that are determined from this risk assessment, are then implemented, with suitable monitoring arrangements put in place.

LondonMetric considers that the main health and safety risks faces with its business, are associated with the ownership of managed properties including construction activities carried out on its behalf by externally appointed contractors.

To this end, specific Health and safety management policies have been developed and implemented to cover these key management activities.

The below summarises LondonMetric’s processes to managing and monitoring these key health and safety risks in their work areas;

#### **i. Construction activities**

For Construction projects undertaken by LondonMetric, management processes and procedures have been put in place to ensure that LondonMetric complies with all relevant regulations and legislation. Specifically, LondonMetric ensures that it complies with:

- Construction (Design and Management) Regulations 2015
- The Management of Health and Safety at Work Regulations 1999
- The Workplace (Health, Safety and Welfare) Regulations 1992
- The Control of Asbestos Regulations (CAR) 2012

Professional design consultants are appointed for each aspect of the Company's construction projects and they in turn carry out individual project specific risk assessments prior to the commencement of any development activities. These assessments are reviewed by a Principal Designer, who is appointed to oversee the implementation of proper health and safety procedures on projects. The Principal Designer ensures that each of the design consultants' risk assessments are appropriate and are integrated into the project.

The Project Manager appointed by LondonMetric to oversee the project, also ensures that the project team is robust, and that health and safety is properly covered off and considered in a timely fashion.

Over the course of the construction project development, the Principal Contactor and the Project Manager monitor and report on all health and safety matters. LondonMetric targets zero accidents on its projects as a main objective. Should an accident occur, it has measures in place to ensure that these are properly reported (including reporting to the Health and Safety Executive where required) and investigated.

All contractors employed on LondonMetric's projects need to demonstrate appropriate Health and Safety credentials and certification.

As adviser to LondonMetric, RP&P Management Ltd audits the Company on a periodic basis, to ensure that the processes set out in its policies are being followed. This includes auditing the consultants and contractors' compliance with LondonMetric's H&S policy on specific projects, as well as carrying out general Health and Safety inspection audits of those projects

## **ii. Managed properties**

LondonMetric owns a number of properties which are let to Tenants under a full repairing and insuring (FRI) lease. In these instances, the Tenant is responsible for managing all Health and Safety matters relating to the maintenance and operation of the property and estate. When the lease on these properties reaches completion, responsibility for managing all Health and Safety matters relating to their maintenance and operation is transferred to an Agent appointed by LondonMetric.

LondonMetric owns a number of properties which are let to multiple Tenants with communal areas. In these instances, an Agent is appointed by LondonMetric to manage all Health and Safety matters relating to the maintenance and operation of the property and estate where repairing and other obligations arise out of the lease.

The Managing Agent ensures a rigorous Health and Safety regime is implemented as part of their property management, including the following risk assessments where applicable:

- Annual H&S Risk Assessments
- Annual Fire Risk Assessments
- Annual Water Risk Assessments
- Continual Asbestos Management & R&D Surveys and annual reviews
- DDA Assessments

These assessments are undertaken in conjunction with specialist consultants, who are approved suppliers to the Managing Agent. Once assessments have been completed, the Managing Agent monitors any identified risks and implements controls to manage these risks where necessary.

The Managing agent ensures that all matters of statutory compliance are adhered to by ensuring that statutory inspections are completed, and adequate records are maintained.

The Managing Agent inspects the property on an appropriate frequency (usually as a minimum monthly) and conducts Health and Safety inspections, complete all the requisite checklists and ensures the premises and site are being maintained to a good standard in relation to health, safety and environment.

The Managing Agent ensures that any accidents within the communal areas are reported to LondonMetric.

Other responsibilities of the Managing Agent include ensuring that:

- all of the Managing Agents employees are appropriately trained and have sufficient skills, knowledge and experience to undertake the relevant tasks
- Contractors at the properties implementing monitoring regimes, have the relevant Health and Safety competencies.
- the compilation and review of statistics for accidents and near misses, in order to identify patterns or trends so that issues can be addressed before any incidents arise
- there are procedures for the reporting of incidents and cases of ill health as necessary in accordance with The Reporting of Injury, Disease & Dangerous Occurrence Regulations (RIDDOR)

### **Health and Safety record and improvements for LondonMetric**

Over the past 12 months there have been:

- no incidents leading to fatalities
- One incident reported to the Health & Safety Executive (HSE) that falls under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 legislation. This particular incident did not result in injury and action was taken as necessary to follow up on the incident and avoid a recurrence
- no work-related contractor fatalities

LondonMetric constantly strives to improve its Health and Safety policies and implementation:

- The development team, consisting of three key individuals, undergo specific and regular Health and Safety training and meet once a year with its Health and Safety adviser to discuss performance and improvements
- Health & Safety training for other employees is carried out as required
- Its Health and Safety policy is updated annually and amended when there are legislative changes.