



## North Yorkshire Plant Hire LTD

Carlton Husthwaite, Thirsk, N Yorkshire, YO7 2BJ

[www.nyplanthire.co.uk](http://www.nyplanthire.co.uk) - 01845 607 907 – 07863629589

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# Health & Safety Policy - Arrangements

## **Accidents**

Report all injuries and accidents to your supervisor/manager who will investigate and ensure it is reported as required in accordance with RIDDOR.

## **Asbestos**

The company does not work with asbestos.

In the event of asbestos is identified, please stop work and report to your supervisor/manager who will isolate the area and liaise with the premises owner.

## **CDM (Construction, Design & Management)**

We operate as a contractor under the Construction (Design and Management Regulations) and will ensure our duties are fulfilled.

We only work directly for Principal Contractors who are responsible for preparing the Construction Phase Plan (CPP).

We recognise that good management of health and safety on site is crucial to the successful delivery of a construction project. When acting as Contractor our key duty is to co-operate with the Principal Contractor in planning and managing the works to ensure that risks are properly controlled and safe systems of work implemented.

## **Communication**

Health & safety risks, controls, and other information will be communicated to workers through the following mechanisms:

- Induction
- Daily briefings
- Briefings on Risk Assessments and Method Statements
- Posters
- Toolbox Talks (and other alerts and bulletins)

We operate an open door Policy to allow any individual to raise any health and safety concerns, this will be communicated at induction.



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## **Contractors – Labour Only/Freelancers**

We may from time to time use labour only/freelance workers. We select these freelancers based on a combination of:

- Previous experience (*including workmanship, attitude, skills*)
- Qualifications (*including appropriate CSCS card and health & safety training for the work to be undertaken*)
- Interview (*to ensure they have the correct knowledge, skills, attitudes and experience*)

All freelancers operate under our control, supervision, risk assessments, and method statements.

## **Contractors – BonaFide**

We do not use bona-fide subcontractors. If this changes, all sub-contractors appointed shall be required to gain a PQS SSIP Assessment. This demonstrates organisational capability and discharge of duties to conduct a Stage 1 assessment under CDM Regulations 2015.

In the event we use bona-fide subcontractors we will:

- actively work with contractors and informally monitor performance
- informally meet with each on a planned basis to review performance

## **Co-operation & Co-ordination**

We undertake daily briefings and use these to involve workers in ideas for planning works safely and preparing risk assessments/method statements.

Prior to commencing any contract we request health & safety information from our customer and participate in pre-start and on-going meetings and reviews. We communicate with our customers via email and exchange information and queries arising.

As appropriate we co-ordinate works with adjacent trades and contractors operating in close proximity.

## **COSHH (Hazardous Substances)**

Only substances with a COSHH Assessment that has been communicated to you shall be used.

In the event of an emergency, COSHH Assessments can be accessed from your supervisor/manager.



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## **Electricity**

Portable electrical equipment is defined as any piece of electrical equipment connected to the mains power supply by means of a detachable plug.

Portable electrical equipment will be subject to visual inspection before use, formal visual inspection and testing.

You will have been instructed on portable electrical equipment and associated user checks, but further guidance is available from your supervisor/manager.

## **Fire**

In the event of a fire, please activate the alarm and proceed to the assembly point located at the designated assembly point. A roll call will be undertaken and you will be informed when to return to the premises.

## **First Aid**

The names of first aiders shall be displayed, please ensure you familiarise yourself with the names of first aiders and location of the first aid boxes.

Report all injuries to the first aiders who will provide treatment and enter into the accident book.

First aiders are responsible for checking first aid boxes.

## **Health Surveillance**

If health surveillance is required this will be arranged by a Director.

## **Manual Handling**

The organisation shall aim to avoid where possible manual handling activities.

Ensure tasks involving manual handling are risk assessed and that you are comfortable with measures to be adopted.

You will have been instructed on manual handling techniques, but further guidance is available from your supervisor/manager.

## **Monitoring & Review**



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We review our health & safety policy, organisation, and arrangements on an annual basis. The output of the review is an updated (resigned and dated policy statement).

We review trends arising and take action accordingly including:

- Complaints
- Outputs of our customer health & safety inspections
- Unsafe acts and conditions identified by our team and customer
- Accidents, incidents, and near misses trends

As a small company we do not formally document these reviews.

Performance is monitored through site inspections undertaken by both ourselves and our customer.

## **PPE**

Ensure you wear the Personal Protective Equipment (PPE) provided by your managers and supervisors.

You will have been instructed on its use, maintenance, and storage, but further guidance is available from your supervisor/manager including replacements.

## **Risk Assessments**

In accordance with the Management of Health and Safety at Work Regulations 1999, the company will carry out risk assessments of all activities that present a risk to employees or others. These risk assessments will be carried out in line with HSE guidance, and the procedure for doing so is as follows:

1. Identify the significant hazards involved in our activity
2. Decide who might be harmed and how
3. Evaluate the level of risk and decide if precautions are sufficient, or if more needs to be done
4. Record the significant findings of the assessment
5. Review the assessment when things change, or there is reason to believe that it is no longer valid

All work activities shall be risk assessed.

No works to be undertaken without a risk assessment.

## **Supervision**

The company will ensure adequate supervision is available to co-ordinate safety activities between our selves and the Principal Contractor, and any other contractors working on the same site. Supervisors will be competent on the basis of skills, knowledge, experience, and training. Appropriate worker to supervisor ratios will be determined when planning works.

## **Training (Information, Instruction, Training)**

All new workers engaged will receive a company induction that includes health & safety.

Information, instruction & training will be provided as appropriate to ensure compliance with legislative and other requirements. This will be delivered through a combination of:

- Daily briefings
- Toolbox talks



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- Formal qualifications (e.g. NVQs)
- Classroom training
- E-learning
- Instruction by experienced workers

Refresher training will be provided as form part of continual professional development (CPD).

## **Welfare (construction site)**

We operate as a contractor only with welfare provided by the Principal Contractor.

## **Welfare (office)**

Limited workers are based at the office. We have appropriate welfare facilities at our office reflecting the size of our company.

## **Work Activities**

Work activities will be risk assessment, and appropriate controls applied.

Ensure you are familiar with risk assessments related to work activities and with measures to be adopted.

## **Work Equipment**

The company will ensure that all plant and equipment used is suitable and without risks to health and safety, in accordance with legislation such as the Provision and Use of Work Equipment Regulations 1998, the Lifting Operations and Lifting Equipment Regulations 1998 and the Electricity at Work Regulations 1989.

Ensure you are familiar with risk assessments related to the use of work equipment and with measures to be adopted and have received appropriate training is special equipment is to be used.

## **Worker Involvement / Consultation**

The company adopts an "open door" policy and invites ideas and suggestions from the workforce to improve health & safety.

Worker involvement involves:

- Daily awareness briefings
- Toolbox talks
- Health & safety meetings

## **Working at Height**

The company shall aim to avoid where possible work at heights.

Ensure tasks involving work at height are risk assessed and that you are comfortable with measures to be adopted and have received appropriate training is special equipment is to be used.



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Use of ladders and steps should be for short term activity only of durations no longer than 30 minutes.

You will have been instructed on the basics of working at height, but further guidance is available from your supervisor/manager.

This Policy is communicated to all employees, suppliers and sub-contractors and is made available to interested parties.

The policy will be reviewed annually from implementation

Approved 20/1/2026

Director: Robert Arrand