



**SPECIFIC HEALTH AND SAFETY
CONSTRUCTION PHASE PLAN
(PART II)**

**In accordance with the Construction
(Design & Management) Regulations 2015**

FOR

Hillwood Properties Ltd

At

37-39 WEST ROAD,

TOTTENHAM,

LONDON,

N17 0RE

Revision: 1

Date: 10th May 2026

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REG. No. 05999928



FC 113 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN PART II

PROJECT: 37-39 WEST ROAD, TOTTENHAM, LONDON, N17 0RE

Document Control

Revision	Comment	Date of Issue	Issued By
1	Initial document - Issued for construction	10 th May 2026	Kier Yates
2			
3			
4			
Project Ref (S.H.E)		1466	

Project Overview:

The project comprises the design and construction of a new commercial/industrial unit at West Road, delivered through a coordinated sequence of pre-construction, substructure, superstructure, and fit-out activities.

Following design development, the construction phase commences with enabling works including site establishment, welfare installation, ground remediation, and service diversions. Substructure works then proceed, comprising excavation, installation of attenuation systems, drainage networks, and foundations, alongside incoming utility infrastructure such as electrical, water, and telecommunications services.

The superstructure phase includes erection of the steel frame, installation of precast elements (including lift cores and stairs), and construction of hardstandings and service yards. This is followed by the external envelope works, incorporating roofing systems, cladding (including vertical, rainscreen, and brick-slip finishes), glazing, and installation of doors and façade elements to achieve a weather-tight building.

Internal construction works then progress with ground-bearing slabs, mezzanine floor structures, and first and second fix activities. These include internal partitions, M&E installations, lifts, joinery, finishes, and decoration, leading through to commissioning of building systems.

In parallel and towards completion, external works are undertaken, including paving, kerbing, fencing, landscaping, signage, and highway interface works. The project concludes with final commissioning, testing, cleaning, removal of temporary facilities, and preparation for handover.

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SECTION 1: PRE-CONSTRUCTION INFORMATION:

- 1.1) Pre-Construction Information Pack (compiled and issued MS Safety In Design, dated October 2025, ref: PCI/MSS/West Road-Tottenham/Oct2025), Drawing packages, Tender Information, Surveys etc; has been provided and incorporated within this plan where required.
- 1.2) We have taken note of the contents of the above documents/ drawings in the preparation of this Construction Phase Health and Safety Plan.
- 1.3) Faircloth Construction Ltd will liaise with the Principal Designer and Client with regard to any relevant Health and Safety file information from previous projects, existing drawings, information relating to existing structures and services, etc. as required establishing safety procedures and methods of working for this project.
- 1.4) We note the following hazards identified by the **Designers** and **Client** and on-site observations: -
 - Access to, and egress from the site given the presence of site users in general and the trading activities of the immediate adjacent premises that shall at no time be obstructed.
 - Working within a busy industrial area, with other businesses present and trading for the duration of the works
 - The continued normal use of the adjacent properties which will remain occupied for the duration of the works.
 - Segregations of the works from the Public and Users of the adjoining Occupied Properties.
 - Residential Property on the Eastern Boundary of the site.
 - Working with and adjacent to live services.
 - Noise, Dust and Vibration.
 - The handling and disposal off site of arising's from the work, waste, and rubbish,
 - Unloading and taking delivery of plant and materials into the site,
 - Working at heights above 2 metres (Internal and External Envelope works)
 - Isolation of construction work from unauthorised access by members of the public.
 - Lifting Operations.
- 1.5) Fire and emergency procedures are contained at Section 5.
- 1.6) General Health and Safety arrangements for the project are detailed at section 7 of this document.
- 1.7) Safety procedures for work operations undertaken by Faircloth Construction Ltd will be contained as Appendices to this document.

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1.8) Site Conditions Matrix:

OCCUPIED SITE (Other Users) Offices and Yard Area)	SITE WITH ACCESS TO THE GENERAL PUBLIC or ADJACENT TO PUBLIC AREAS	OVERGROUND ELECTRICAL CABLES	OVERHEAD HV ELECTRICAL CABLES and TOWERS	ASBESTOS PRESENT
X	X			
PONDS/ CANALS/ RIVERS (OPEN WATER)	TRIP HAZZARDS	MECHANICAL PLANT OPERATING IN AREA	OTHER TRADES WORKING IN FACINITY	DUST FROM OTHER TRADES
X	X	X	X	X
Other HAZARDOUS MATERIALS PRESENT	CONFINED WORKING CONDITIONS	OPEN TRENCHES	ROAD TRAFFIC	OCCUPIED RESIDENCE
X		X	X	
NOISE FROM OTHER TRADES/ PLANT	UNSAFE STRUCTURE	UNSAFE SCAFFOLDING	SPLIPPERY GROUND CONDITIONS	WET/ FROST/ ICE TO ROOF GROUND OR SCAFFOLD
X			X	

1.9) Schedule of Documents:

Documents used to produce this Construction Phase Plan:

- Pre-Construction Information Pack, compiled and issued by MS Safety In Design, dated October 2025, ref: PCI/MSS/West Road-Tottenham/Oct2025
- Tender Information Pack, Drawings, Surveys, Project Directory etc provided by the Project Team,
- Construction Programme and Site Set Up plan., produced by Faircloth Construction,
- On line Sources including Crash Map, Heartsafe, Zetica UXO Risk Maps and Google Search Engines.

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SECTION 2: MANAGEMENT OF THE SITE:

2.1) The contract will be carried out in compliance with current Health and Safety Legislation. Contract works will be conducted in accordance with the safety policy of Faircloth Construction Ltd, a signed copy of which is available on site.

2.2) Organisation/Co-ordination and Communication:

Faircloth Construction Ltd Managing Director with overall Responsibility for Health, Safety and Welfare:

Darren Faircloth

Construction Director:

Ben Whitewood/Garry McGovern

Operations Director:

Dale Nelhams

Contracts Manager:

George Harvey-Hendley

Site Manager:

Nick Babbage

2.3) Site Manager will be on site from the commencement of the works.

2.4) Darren Faircloth (Managing Director) can be contacted through the head office on 01892 784488.

2.5) George Harvey-Hendley, (Contracts Manager, mobile: 07353 125445) will be involved in the management of the site.

2.6) Day to day site liaison would be the Site Manager, (Nick Babbage, mobile: 07721449939) these numbers will be provided to the site tenants and will also be displayed in the site office.

The emergency contact number for the project will be Faircloth's office – Tel: 01892 784488 or the Site Manager on Darren Faircloth (as detailed above).

2.8) Darren Faircloth or Faircloth Construction Ltd Site Management will: -

- 1) Be available for consultation at the Client's or Principal Designer's request.
- 2) Provide details of any activity on which the company are engaged as requested.
- 3) Provide information on safety measures taken for any activity as requested.

2.9) The company retains the services of a Health and Safety Consultant (T.H.S.P) who assists in preparing site documentation, advises on safety procedures and is available should any problems arise with regard to the implementation of the site Plan.

2.10) The location of temporary site accommodation/welfare facilities will be as follows: -

- Enabling works - Energy Saving oasis 32ft cabin office/drying room/canteen/toilet, located in HERAS fenced compound, provided with temporary power and water.
- Main Works: Energy Saving Double stacked 32ft Double Stacked Office over Canteen/ Drying Room and 2 + 1 Lavatory Unit along with Storage Units, in a HERAS fenced compound, provided with temporary power and water.

2.11) The Site Manager will record details of those on site on a daily basis. Contractor's Foreman/ Charge hands should report their numbers to the Faircloth Site Manager at the start of each day.

2.12) Health and Safety Goals for the Project:

- a) No reportable accidents/ incidents

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- b) Accident statistics 20% better than the industry average
- c) 100% of operatives holding CSCS cards appropriate to their job/ role
- d) Site Safety Inspections are to be completed weekly by Faircloth Senior Management during site visits, monthly by the Faircloth S.H.E Team and/or External Advisor THSP) (this in addition to the implementation of ongoing safety procedures and continuous supervision). Remedial action to be taken within the following time scales: -
 - 1. High Risk – Immediately
 - 2. Medium Risk – Within 24 Hours
 - 3. Low Risk – Within 48 hours
- e) Inductions to be completed prior to commencement of works on site, within 2 hours of first visit.
- f) Minimum harm to the environment.

2.13) Faircloth Construction Limited will coordinate, via a shared Dropbox folder or similar secure file sharing platform, the exchange and issue of design information between the following parties: -

- a) Client
- b) Designers
- c) Sub-contractors

Designers will be requested to issue all information to Faircloth Construction Limited for the attention of George Harvey-Hendley, Email address: george@faircloth.co.uk. George will distribute the information to all relevant parties upon the day of receipt via Dropbox or similar file sharing platform and note any actions required. In addition, weekly coordination meetings will be held on site to discuss construction information and address any issues arising from the issue of information.

- 2.14) Design changes will only be implemented on site once a contract administrator's instruction have been received. The site office is to be equipped with broadband internet, computers, and printers to allow immediate implementation of instructions. Before any variant works are carried out revised Method Statement's, Risk Assessments and C.O.S.H.H Assessments are to be produced and issued to all those affected by the works.
- 2.15) No works are to be carried out until fully detailed method statements, risk assessments, and C.O.S.H.H Assessments have been provided and approved. All Method Statements, Risk Assessments and C.O.S.H.H Assessment's that pertain to works that affect more than one Sub-contractor will be issued by Faircloth Construction Limited to all the relevant subcontractors prior to works commencing.
- 2.16) Faircloth Construction Limited Site Management will induct all operatives including those from Sub-contractors with applicable Method Statements, Risk Assessments and C.O.S.H.H Assessments that pertain to works, that affects them. Operatives will be required to sign a register to confirm their complete understanding of the information provided.
- 2.17) Significant Site Risks shall be highlighted within this Construction Phase Plan as highlighted by the Project Team, and appropriate controls initiated through Method Statements and Risk Assessments to ensure the Risks are controlled and mitigated, these shall be monitored throughout the duration of the project by the Site Manage and Contracts Manager.
- 2.18) Regular inspections by the Faircloth S.H.E Team will be completed to ensure the control measures are being adhered to and are suitably developed and robust. Any non-conformity to the agreed RAMS and works will cease until resolved and if required with input from External Health and Safety Advisor (THSP)

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2.7) Faircloth Construction Key Personnel Contact Numbers:

Name	Position	Mobile Number
Darren Faircloth	Managing Director	07836 656195
Ben Whitewood	Director	07754 207529
Garry McGovern	Construction Director	07799 369520
Dale Nelhams	Operations & H&S Director	07796 997146
George Harvey-Hendley	Contracts Manager	07353 125445
Tom Wesely	BREEAM & Design Co-Ordinator	07826 757872
Simon Neary	Quantity Surveyor	01892 784488
Nick Babbage	Site Manager	07721 449939
Jon Hamer	Compliance/ Lifting Operations Manager (AP61)	07791 430174
Sam Dutton	Senior Health, Safety & Environmental Advisor	07810 793948
Kier Yates	Health, Safety & Environmental Advisor	07387 677881
Faircloth Head Office	N/a	01892 784488
THSP	External Health and Safety Advisor	03456 122144

2.8) Health and Safety File and Operations Manual:

The information for the Health and Safety file shall be collected by the Principal Contractor prior to handing on to the Principal Designer and Project Team upon the project completion.

Drawings to be marked up with actuals and transmitted to the Designers by the Principal Contractor for amendment of the ACAD drawings for incorporation into the Health and Safety File and Operations manual:

- Designers' drawings to be agreed.

The drawings will be supplied to the Principal Contractor as both ACAD and pdf files.

The Specification is to be marked up with actuals and transmitted to the designers by the Principal Contractor for amendment of the Word Document for passing onto the Faircloth Design and Developer for incorporation into the Health and Safety File and Operations Manual:

- Specifications to be decided

Material specifications and Operation & Maintenance Information shall be transmitted to the Principal Contractor, as pdf documents, for incorporation into the Health and Safety File and Operations Manual, as follows:

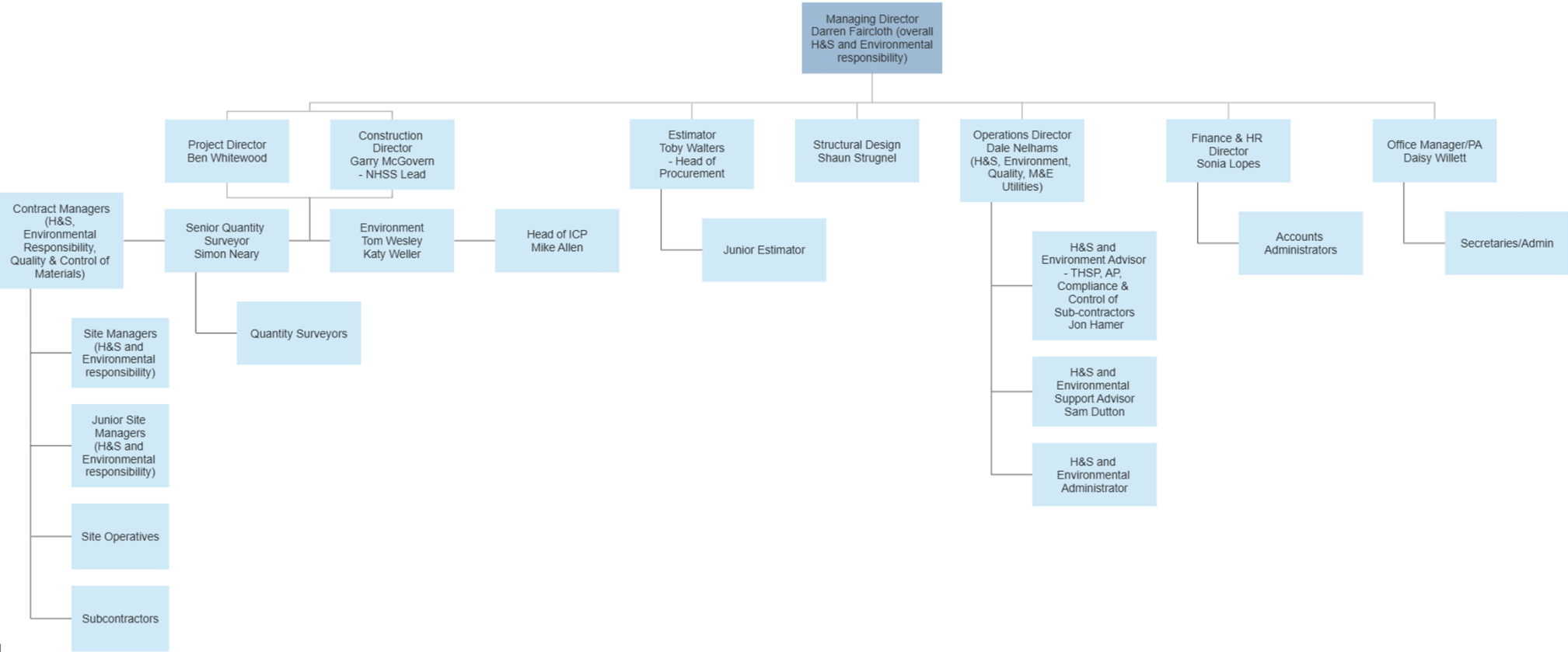
- List to be agreed

Project directory with company names and full contact details.

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2.9) Health and Safety Management Organogram:



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Health and Safety, Environmental and Quality Policy

Head Office Address: The Old Library, Dudley Road, Tunbridge Wells, Kent, TN1 1LE



Faircloth specialises in the design and build of steel-framed industrial units and fast-track builds for the Commercial, Retail, Industrial and Leisure sectors, we also carry out work within specialist areas such as bridges, football stadia, aircraft hangars and waste management. It is the policy of Faircloth Construction Ltd that all activities undertaken comply with the compliance requirements and other legal obligations.

It is the aim of the Company to prevent, insofar as is reasonably practicable, any work-related accident, this will also include a commitment to the protection of the environment, prevention of pollution as referenced within our aspects and impacts and context of the organisation. The Directors are committed to providing Safe and Healthy working conditions for the prevention of work-related injury and ill health. Through our framework of Health and Safety / Environmental / Quality objectives and the fulfilment of our compliance and other obligations.

The Directors declare their objective to achieve and maintain a Safe and Healthy work environment for all Employees, Visitors and Contractors working at premises and at site managed locations and all others who may be affected by its operations. Health and Safety is not to be compromised in any of its operations.

Via our Health and Safety / Environmental / Quality systems we have a commitment to eliminate hazards and reduce our risks by a commitment to Continually Improvement, including our emphasis on customer satisfaction

Faircloth Construction Ltd recognises their responsibility to provide Employees and Contractors with suitable and adequate training, information and instruction to enable them to understand and fulfil their duties in a competent and diligent manner.

The co-operation of Workers is vital to the success of the Health and Safety / Environmental Policy and views on Health and Safety development are welcomed. The Company encourage all Workers to discuss Health and Safety matters with Senior Management.

All Sub-Contractors have a duty to co-operate with Site Management and follow the agreed safe working procedures and site rules specific to each project.

The Company recognise the requirement to be flexible in the organisational arrangements for projects when acting as Principal Contractor or trade contractor on a variety of projects. Faircloth Construction Ltd acknowledges the need to provide and exchange Health and Safety and related environmental information with other contractors, Clients, and their representatives as necessary – this includes a full approach to applicable consultation and participation of workers and where relevant – worker representatives.

The Policy will be reviewed regularly to take account of new or forthcoming legislation and any changes in the company structure or work activities. The Owners and Managers of Faircloth Construction Ltd intend to progress the company by the continuous development of equipment, design, and staff to embrace the Continual Improvement Policy.

For and on behalf of Faircloth Construction Ltd

Name	Position	Signature
Darren Faircloth	Managing Director	
Ben Whitewood	Construction Director	
Garry McGovern	Construction Director	
Sonia Lopes	Finance & HR Director	
Dale Nelhams	Operations Director	

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SECTION 3: GENERAL SITE RULES AND PROCEDURES:

3.1) Structure:

- All openings in floor or unguarded drops will be securely fenced or otherwise protected.
- Access equipment will be regularly inspected for faults in particular after initial erection, adaptation or after any event likely to have affected stability.
- Temporary hoarding and fencing will be secured to prevent collapse.
- Crash decks to be erected where required, to protect employees, other trades, and visitors to the site

3.2) Housekeeping:

- The workplace will be kept clean and free from rubbish, debris, leaks, or spillages with waste being removed from site at regular intervals.
- All contractors remain responsible for keeping their work area tidy and free from a build-up of waste/combustible materials.

3.3) Machinery and Equipment:

- Portable electrical appliances, leads and plugs will be free from visible damage and routine PAT tests will be arranged.
- Electrical leads will be placed so as to avoid being a tripping hazard or being run over and damaged.
- Electrical equipment will be served by an RCD or operated from an 110v supply.
- Light bulbs in any temporary lighting system will be protected in areas where they may be easily damaged.
- No live electrical terminals or wiring will be left exposed.

3.4) Plant and Plant Operations

- All plant on site must be in good order and fitted with all necessary safety devices, noise control measures, and guards.
- All necessary testing and thorough examination will be carried out at the appropriate intervals.
- Operators of plant must be trained and certificated to show that they are trained. Copies of training certificates must be provided to the Site Manager.

3.5) Cranage and Lifting Operations:

- All lifting operations will be managed and supervised by the Faircloth Lifting Operations Appointed Person/ Lifting Manager who will liaise with Project Team providing the necessary Lifting Plans and other salient information for review prior to any planned lifts – envisaged for steel frame and roofing materials.

3.6) Alcohol/Drug Policy:

- No Operatives or Site Management (either directly Employed or Sub-Contractors) will be allowed on site when the individual has recently partaken of alcoholic beverage or intoxicating substance.

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- Reference must be made to the Faircloth Drug and Alcohol Policy (Ref: FC 046, dated April 2025), a copy of this will be available on site in the Company Policies Folder located in the Site Managers Office. Testing will be completed on an as and when basis when an operative is potentially suspected to be under the influence, this will be treated confidentially by the S.H.E Team and Site Manager.

3.7) Working Practices:

- Continuous 2.4m high Temporary, Fencing, Screens, Barriers, and Warning Notices as necessary, will be erected to segregate the work activities from site employees and visitors. This will be double lockable with vehicular access gates. Secure pedestrian access is also to be provided adjacent to the vehicular to access the compound.
- Ladders and other systems will be kept in good condition and firmly secured.
- Appropriate personal protective clothing/equipment will be provided or insisted upon for all site operatives and visitor's e.g., Hard Hats/ Safety Boots/ Hi Visibility Jackets or Vests/ Safety Goggles/ Ear Defenders/all other necessary P.P.E.
- The site is designated as a Hard Hat and Safety Footwear Zone.

3.8) Fire and Emergency Procedures:

- All site personnel and contractors are to follow the site emergency procedures which will be explained on induction and are displayed at prominent locations at the site.
- Escape routes and exits will be kept un-obstructed and free at all times.
- Adequate temporary fire protection will be provided for each area of the works. Fire extinguishers are to be located beside the Site Office and points of entrance and egress from the site. Where Hot Works are taking place, additional Fire Control measures will be provided prior to work commencing e.g., cutting/ welding.
- No smoking will be allowed on site.
- Specific site fire prevention and emergency procedures are detailed at section 5 of the Health and Safety Plan

3.9) Security:

- All site personnel must report to the Site Manager once they have signed in at the security gate, this will be manned 24/7.
- Site security during and after the working day must be maintained to a high standard with specific precautions against access from scaffolding and temporary openings.
- Perimeter checks will be included in the Weekly Site Pro Audit Report, Any breaches in Site Security Fencing as identified during the Pre-start meeting, to be repaired prior to works commencing to ensure the security of the site.
- Camera tower to be installed on site, with robotic monitoring, Faircloth CCTV on site, with robotic monitoring and 24/7 access by Site Manager,
- Concrete blocks to be placed across site entry points when site is not operation and HERAS fencing installed where required (all double clipped and installed as per the manufacturer's instructions),

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3.10) First Aid:

- Adequate and easily accessible First Aid facilities will be provided as required by the relevant Regulations. Site Manager or Deputy (in his absence), will be available on a daily basis

3.11) Permit to Work Procedures:

- Permits will be required for any hot works (welding, brazing, cutting etc.) system.
- Full details of Permit to Work procedures are detailed at section 12 of the Health and Safety Plan.

3.12) Deliveries:

- All major deliveries/ removals of waste must be booked with the Site Manager at least 24 hours prior to their arrival.

3.13) Induction Training:

Safety induction talks will be organised for all site operatives, which where practicable, will be held on the first day of an individual's presence on site.

The Site Induction will be undertaken by the Site Manager with records maintained of all personnel who have attended.

The induction will include details of the following: -

- The contract Health and Safety Management Plan.
- The hazards likely to be found in the areas in which they will work.
- Risk Assessment and Safe Methods of work.
- Duties and responsibilities while working on this Contract.
- The need for co-operation and co-ordination during their time on site.
- Advice on the emergency information procedures.
- Environmental Aspects and Impacts that affect the site operation.
- Waste Management Plan and their duties.
- Construction Phase Health, Safety & Environmental Management Plan.
- Spillage procedure and location of spill kit.
- Dust suppression techniques and suitable P.P.E as described in section 7.7.
- Working adjacent to overhead or underground services (where applicable).
- Covid-19 Site Operating Procedures and Risk Mitigation Measures (where applicable)

3.14) Welfare Facilities:

- Locations of welfare facilities and toilets for contractor's use will be advised by the Site Manager on induction.
- Welfare facilities must not be abused and must be kept in a clean hygienic condition at all times.

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- Eating and drinking will only be permitted within the confines of the welfare area
- Proprietary sanitiser is to be made available so that kettle, microwave, sink etc can be cleaned and sanitised after each use.
- Only one operative at a time is to use the Lavatory facility, this must be cleaned and sanitised after each use, with hands cleaned and sanitised as well.

3.15) General Site Rules:

1. All personnel shall undergo Safety Induction Training, prior to commencing working on site,
2. Appropriate Personnel Protection Equipment (P.P.E) shall be worn at all times,
3. Every accident and near miss event must be reported to the Site Manager immediately,
4. Any person found to be interfering with or misusing fixtures, fittings or equipment provided in the interest of health, safety and welfare shall be excluded from site,
5. Smoking will only be permitted in designated areas
6. Site speed limit to be adhered to at all times,
7. All vehicles to be parked within site fenced area or contractor parking compound,
8. Vehicle drivers must wear the appropriate P.P.E (when outside vehicle). All deliveries to book in at security on arrival to site, identification will be required (driving license/passport),
9. Vehicle drivers must remain with their vehicle during loading/unloading,
10. Safety signs and notices must be followed,
11. The public must be protected from hazards associated with this work,
12. No alcohol or illegal drugs are to be brought onto the site,
13. No person who is under the influence of alcohol or drugs is allowed on site,
14. No persons shall be approached who are not part of the construction team and working on any other part of the site,
15. No photos to be taken of any area outside of the construction site area/ perimeter,
16. Offensive or inappropriate language and provocative gestures are not allowed,
17. No gambling, threatening or violent behavior,
18. No personnel shall indulge in fighting, horseplay or practical jokes within the site or its perimeter,
19. Toilets and washrooms must be kept in a clean and hygienic state after use,
20. Refuse must not be allowed to accumulate; work areas are to be kept tidy,
21. Combustible materials are to be removed on a regular basis and disposed of in an appropriate manner in the dedicated waste skips for disposal off site – separate skips for wood, metal, general construction waste etc,

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22. Transistor radios or personal audio devices are not to be use,
23. Permission must be obtained from the Site Manager prior to any work on site on site and necessary permits completed,
24. All site personnel, for their own safety and for the safety of others, are required to fully comply with their employer's statement of safe working method,
25. Site fire and emergency alarms, equipment and instructions are designed to protect life and must be followed at all times.

3.16) Arrangements for Displaying Notifiable Particulars:

F10 and Company Insurance along with Induction/ Site Rules, H&S Poster, and Emergency Details etc will be displayed on the S.H.E Information Noticeboard located in the Site Office. This will be maintained and updated as required, as the project progresses. Please see below for example of SHE Noticeboard to be installed on site (as part of the Site Signage package).

SAFETY, HEALTH AND ENVIRONMENT INFORMATION BOARD			FAIRCLOTH Construction Ltd 	
F10	HS&E RESPONSIBILITIES	SHE ALERTS/NEWSLETTERS	H&S LAW POSTER	FIRST AIDERS
SHE POLICY	FIRE ACTION NOTICE	EMERGENCY CONTACTS		FIRE RESPONSIBLE PERSON/WARDENS
HOSPITAL LOCATION	INSURANCE CERTS	SITE RULES		SHE SITE INSPECTION REPORT
			SITE PLAN	

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SECTION 4: HEALTH AND SAFETY TRAINING/ SITE INDUCTION:

- 4.1) The Company recognises that safety training is an integral and important part of its overall Safety Policy and it will be given as a normal part of specific work operation training. (General details are included within the part I document at section 4).
- 4.2) The induction notices and procedures for the project follows this page.
- 4.3) Certificates for Plant Operators and safety training certificates are retained at Section 14.
- 4.4) Evacuation Procedure:

In the event of a fire or dangerous occurrence, the person who discovers the same should raise the alarm at one of the designated fire control points located at various positions within the site and arrange for FAIRCLOTH staff (Site Manager or Deputy) to be informed immediately.

All persons evacuating the site must **report** to the designated **assembly point** which on this particular project is located at: **By the Pedestrian Access to the Site Compound.**

All operatives should report to this area to enable an appropriate head count to be taken. All Sub-contractors Trade Foreman/ Supervisor will be responsible for advising the Faircloth Site Manager/ Foreman or nominated Deputy of the role count. On no account should anyone re-enter the building unless authorized to do so by the Faircloth Site Manager/ Foreman or nominated Deputy

- 4.5) Site Controls Matrix:

				
SECURE SITE (Controlled Access)	NO ENTRY to Restricted Areas	CDM Site Controlled Access	NO SMOKING Site	No Smoking Materials on Site
X	X	X	X	X
				
Use of Mobile Phones PROHIBITED	Use of Mobile Phones Restricted	NO PHOTOGRAPHY (Without Consent)	Site Speed Limits Apply	CCTV Cameras Operating
X		X	X	X

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PROJECT: 37-39 WEST ROAD, TOTTENHAM, LONDON, N17 0RE

4.6 Induction:

FAIRCLOTH SITE SAFETY INDUCTION

This induction Sheet is to be read/ discussed by all persons employed on or visiting the operational areas of the site and confirmed on the attached sheet.

SITE MANAGEMENT TEAM	Contracts Director:	Darren Faircloth
	Contracts Manager:	George Harvey-Hendley
	Site Manager:	Nick Babbage

PROJECT PARTICULARS	Site Address	37-39 West Road, Tottenham, London, N17 0RE
	Site Telephone No.	07721 449939
	Telephone Location and Limits of use.	Site Office and with Site Manager
	Site Layout, Access, Egress, Boundaries etc. Nearest ATM - Food outlet – Disabled Toilet Defibrillator	As per site set up plan detailed in section 19 Food outlets and ATM within the vicinity Site Managers Office or alternatively Mace, Site Office, Worcester Avenue, London, N17 0TU, 24/7 access
	Welfare Facilities	Enabling works - Energy Saving oasis 32ft cabin office/drying room/canteen/toilet, located in HERAS fenced compound, provided with temporary power and water. Main Works: 32ft Double Stacked Office over Canteen/ Drying Room and 2 + 1 Lavatory Unit in a HERAS fenced compound site, supplied with temporary power and water.

PROCEDURE REQUIREMENTS	Accident Reporting	All accidents are to be reported to the Site Manager, who will make the appropriate recordings in the site accident book.
	First Aid	The Site First Aider/ Aider's is: Nick Babbage: 07721 449939
	First Aid Facilities	The First Aid Facilities are located: Site Office
	Personnel Health	The Site Manager is to, as necessary, enquire as to any health issues that the inductee may have and also any emergency contact numbers, in the case of any accident/ incident. Company procedure to offer all Faircloth employees periodic blood pressure testing on site. The Health of all Faircloth Employees and Sub-contractors is paramount

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COVID-19 CORONAVIRUS REQUIREMENTS	Personal Health	In line with the Government's Living with COVID-19 plan, the Working Safely During Coronavirus guidance , together with the Health and Safety requirement for Employers to explicitly consider COVID-19 in their risk assessments, has been withdrawn from 1st April 2022. As a result, the CLC Site Operating Procedures and the Use of Face Coverings in Construction will remain available as reference documents only.
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PROCEDURE REQUIREMENTS (CONTINUED)	Fire Precautions	Fire Extinguishers are located at strategic positions within the welfare facilities and around the construction site They are for use in emergency situations only and must not be moved or abused. In the event of a fire or dangerous occurrence, the person who discovers the same should raise the alarm at one of the designated fire control points located at various positions within the site and arrange for Company staff to be informed immediately			
	Evacuation	All persons evacuating the building must report to the designated assembly point which on this project is situated: - Primary: By the pedestrian entrance to the site compound, Secondary: At the indicated signed location at the entrance to the Front Car Park from West Road.			
		All operatives should report to this area to enable an appropriate head count to be taken. All sub-contractors Trade Foreman will be responsible for advising Company Staff on site of the role count. On no account should anyone re-enter the building unless authorized to do so by the Site Manager or representative.			
	Considerate Constructors	Faircloth aims to fully implement the Considerate Constructors Scheme (CCS) on our sites and the necessary advantages to Welfare, The Environment and Workforce. Should the site be signed up to the scheme, CCS shall form part of the induction procedure to be read and understood by all operatives so that they may adhere to the individual Site policies.			
	Environment	As part of the induction, The Site Manager, is to advise the Inductee of the Environmental Policy which is displayed in the Site Office and to be read. This is to provide the operative with an understanding of the Environmental principles that the site has implemented. Faircloth aims to reduce the percentages of waste leaving the site and in particular percentage being sent to Landfill			
	Smoking	Smoking and Vaping is only permitted in the following designated location: Designated smoking and e-smoking area located within the welfare compound			
P.P.E Requirements	Compulsory Minimum Requirements: Hard Hat at all times, Safety Footwear and Hi Visibility Jacket or Vest. Discuss details of P.P.E to be used for the individual tasks to be undertaken.				
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PROCEDURE REQUIREMENTS (CONTINUED)	Scaffolds	You are not to alter or adapt any scaffolds provided for your safety. If you require any scaffolds to be altered, please inform, and discuss with the Site Manager.
	Housekeeping	You are required to remove any debris/ waste material arising from your works and to be deposited in the agreed locations.
	Storage of Material	Before any materials are brought onto site, please discuss with the Site Manager to agree a set down/ storage area.
	Record of Training	All personnel that require certification to undertake certain tasks must produce the original certificate for inspection.
	Site Rules	1. Co-operate with Faircloth Site Management at all times. 2. Work safely, having consideration for yourself and those others who may be affected by your actions 3. Wear Safety Helmet and suitable footwear at all times and other Personal Protective Equipment (P.P.E.) at all times 4. Report to Site Management any Accidents/ Incidents/ Unsafe working conditions. 5. Report to Site Management any defective Plant or Equipment. 6. Do not use any Plant for which you have not been trained. 7. Obey all site Safety Notices and Signage. 8. Do not indulge in any horseplay or be under the influence of drink or drugs. 9. Do not intentionally misuse anything provided in the interest of H & S Welfare. 10. Keep your workplace tidy and free from hazards. 11. Breaches of any Safety rule will result in disciplinary action.

PERSONNEL	Consultation	The company operates an open-door policy for worker Consultation. If you have any concerns regarding safety issues, please discuss with the Faircloth Site Manager
	Common Arrangements	1. Shared Welfare for all Sub-contractors 2. Scaffolding only by agreement 3. Parking of vehicles must be agreed with the Site Management 4. All Site Personnel (Faircloth and Sub-contractor) must sign in daily and read the Hazard and Daily Activity Boards, prior to commencing any activities on site
	Sign Induction Log	All operatives and visitors who have attended this Induction are to have the Induction Log signed by the Site Manager .

FC 113 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN PART II**PROJECT: 37-39 WEST ROAD, TOTTENHAM, LONDON, N17 0RE****INDUCTION DECLARATION****Site.....****Site Manager.....**

I the undersigned, have been inducted on the Health & Safety Procedures for the above project and understand my duties and responsibilities on the project.

I also acknowledge that failure to comply with and abide by the foregoing procedures may result in disciplinary procedure/ action being taken.

Date	Name (Print)	Company Name	Emergency Contact Details	Operative Signature	Site Manager Signature

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SECTION 5: FIRE AND EMERGENCY PROCEDURES:

5.1) Fire Safety and Evacuation:

The project specific site fire safety co-ordinator is:

Nick Babbage: 07721 449939

5.2) Instructions in Case of Fire:

An employee discovering an outbreak of fire should **immediately** take the following action:

- 1) Remove themselves and alert others as to the dangers with the air horn provided.
- 2) Telephone for the Fire Brigade and tell the Manager in charge if he is not already at the scene of the fire.
- 3) Immediately inform the Retail Park Management.
- 4) If practicable take immediate steps to subdue the flames and remove inflammable material from the vicinity of the fire.
- 5) Keep doors and windows closed as far as practicable to reduce the supply of air to the fire.

5.3) Emergency Evacuation Procedure:

- 1) In the event of an evacuation of the site being necessary all operatives are required to leave by the nearest escape routes to the various exit doors for the premises.
- 2) On exit all staff and operatives are to assemble at the following assembly point:

Assembly Point:

Primary: At the designated signed location at the Pedestrian entrance to the site compound

Secondary: At the indicated signed location at the Entrance to the site from West Road

- 3) The Fire Safety Co-ordinator will then carry out a roll call to account for all those on site.
- 4) No one must re-enter site until the fire safety co-ordinator (usually the Site Manager or Deputy) has established that it is safe to do so.
- 5) The emergency evacuation procedures will be explained to operatives at their induction safety talk.
- 6) The Fire procedure will be provided and explained to operatives before works begin so they are fully aware of what works are being carried out and how we will raise the alarm in the event of an outbreak of fire.

5.4) Further site-specific fire prevention measures and procedures follow this page.

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5.5) The following fire protection measures are to be implemented for the site works: -

- Adequate fire extinguishers of an appropriate type will be located at each level and area of the works,
- Water and CO2 extinguishers are located at strategic points within Site (points of access and egress) and within the Site Office,
- Digital Fire sounders/ Klaxon's to be sited outside of the Welfare Units, which is to be audible both internally and externally,
- Trade contractors must provide extra specific fire protection to works deemed particularly hazardous in this respect (welding/brazing/site cutting etc.),
- The above works will be covered by hot working permits full details of which are included at section 12 of this document.

General:

- A no smoking rule applies throughout the site, except in the designated area which is the Smoking/ Vaping Shelters located beside the Welfare unit. No smoking outside of the site demise or in the construction zone,
- If site welding is to be undertaken, the amount will be kept to a minimum,
- Flammable materials must be stored safely and away from heat sources and protected from deliberate acts of arson by trespassers/vandals,
- Hot works must not be carried out within one hour of the completion of a shift and the working areas checked for smouldering materials before operatives leave the site. 60-minute post completion fire watch to be completed after every hot works.

5.6) Fire Extinguisher Types:



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5.7) Emergency contacts:

In an emergency, phone 999.

Nearest Hospital: A&E

North Middlesex University Hospital Accident and Emergency

Sterling Way
London
N18 1QX

Tel: 020 8887 2000

Nearest Police Station:

Edmonton Police Station

462 Fore St,
London,
N9 0NR

Telephone: 02072301212, open 10am to 10pm daily.

Nearest Fire Station:

Edmonton Fire Station

99 Church St,
London,
N9 9AA

Telephone: 020 8555 1200

FIRST AID:

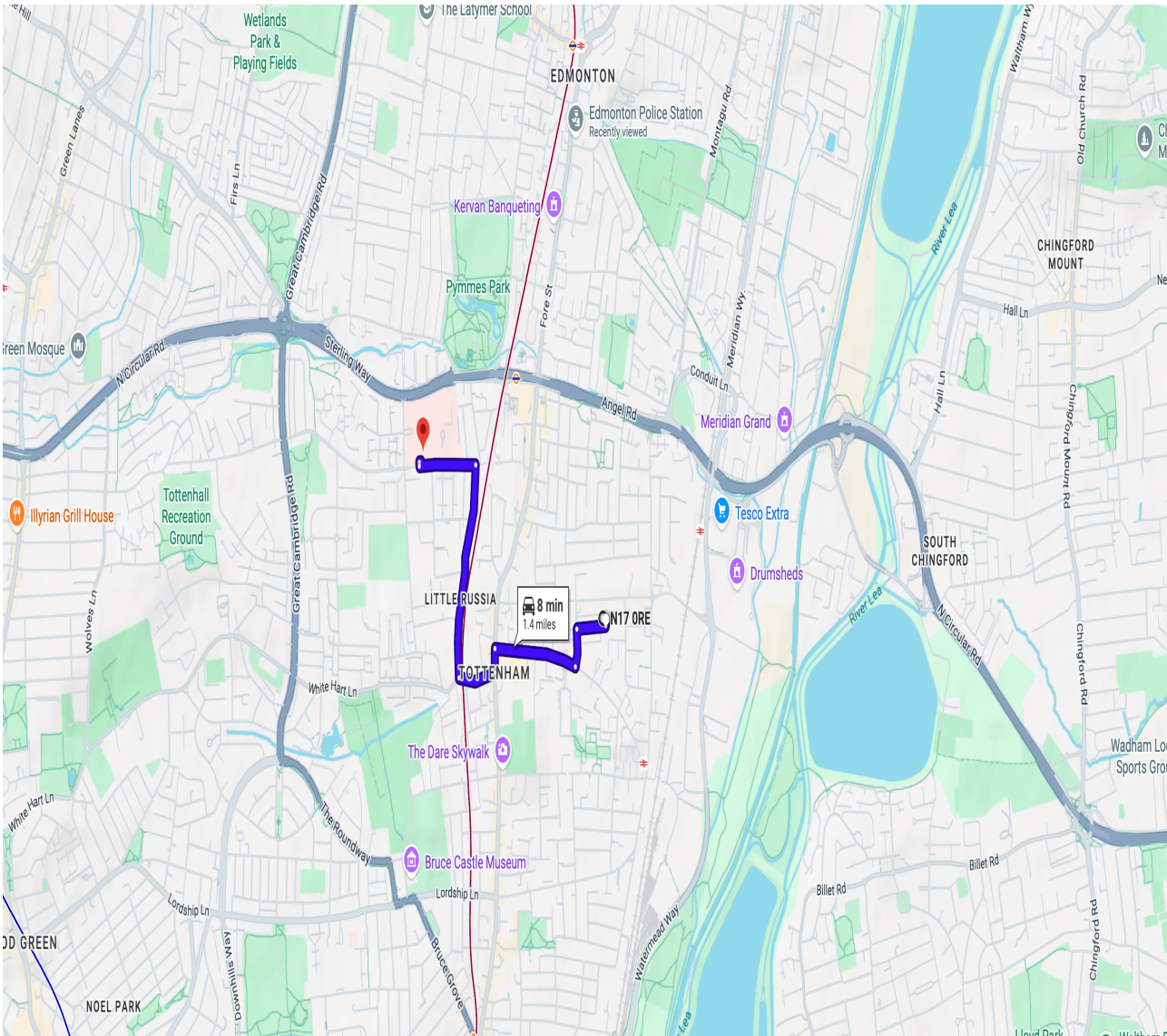
The site appointed persons are: [Nick Babbage: 07721 449939](#) When the Appointed First Aider is absent (Holidays etc), then First Aid cover shall be provided by the S.H.E Team/ Stand in Site Manager.

The site First Aid facilities are situated: In the Site Office

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5.8) Map of Route to Hospital:



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5.9) Directions to A & E Hospital:

← from N17 ORE, West Rd, London
to North Middlesex University Hospital Emergen...

8 min (1.4 miles)



via Pretoria Rd

Fastest route, the usual traffic

N17 ORE

West Rd, London

✓ Take Northumberland Park to High Rd/A1010

4 min (0.5 mi)

↑ Exit the car park

75 ft

↪ Turn right towards Tariff Rd

0.1 mi

↩ Turn left onto Tariff Rd

436 ft

↪ Turn right onto Northumberland Park

0.3 mi

> Take White Hart Ln to Pretoria Rd

1 min (0.2 mi)

> Follow Pretoria Rd and Bridport Rd to your destination

3 min (0.7 mi)

**North Middlesex University Hospital
Emergency Department**

Sterling Way, London N18 1QX

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SECTION 6: ACCIDENT REPORTING:

6.1) General:

- When an accident occurs, however minor its effects may at first appear, it shall be reported to the Site Manager.
- Details of the accident shall be entered into the site's accident record book.
- This applies to injuries received by sub-contractors, public, visitors etc. as well as this Company's Employees.

6.2) Site Manager's Duties in Relation to Accidents:

- The Site Manager will ensure that in the event of a fatal or specified injury to any person, or a dangerous occurrence, or a notifiable disease, then Darren Faircloth or in his absence the Faircloth Head office are informed. The local offices of the Health and Safety Executive (or other Enforcing Authority where appropriate) will be informed immediately by the quickest practicable means. Means of notification to the H.S.E now all carried out online, except fatal and specified injuries which are to be reported by telephone.

This is in accordance with the Reporting of Injuries, Disease and Dangerous Occurrences Regulations 2013, and is obligatory. Detailed definitions of these situations can be found in those Regulations.

- Confirmation of the above notification must be carried on line within 15 days, (except fatal & Major Incidents) on an appropriate Form or some other means.
- If any injury results in any person being absent from work for more than 7 days, then notification must also be made on a form approved for the purposes of Regulation 3 or by some other approved means.
- Ensure that work in the vicinity of a notifiable accident is suspended pending an investigation while also making the area as safe as possible.
- Inform the Project Team and Airfield Operations Team.

6.3) Details of Notification to HSE:

Using the form F2508 on the RIDDOR website, <http://www.hse.gov.uk/riddor/report.htm> and completing on line.

Reporting by phone of fatal/specified, and major incidents only is via the Incident Contact Centre on 0345 3009923. Open 8:30am to 5pm Monday – Friday

Reporting by phone of fatal/specified, and major incidents only is via the Incident Contact Centre on Covid-19 Reporting Procedure

6.4) You must only make a report under RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) when:

- an unintended incident at work has led to someone's possible or actual exposure to coronavirus. This must be reported as a dangerous occurrence.
- a worker has been diagnosed as having COVID 19 and there is reasonable evidence that it was caused by exposure at work. This must be reported as a case of disease.
- a worker dies as a result of occupational exposure to coronavirus.

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Tel: 0345 3009923. Open 8:30am to 5pm Monday to Friday

6.5) Accident Record Book:

The information to be recorded shall be:

1. Date and time of the accident or dangerous occurrence.
2. In the event of an accident suffered by a person at work, the following particulars of that person:
 - a) Full name
 - b) Occupation
 - c) Nature of injury
3. In the event of an accident suffered by a person not at work, the following particulars of that person (unless they are not known and it is not reasonably practicable to ascertain them):
 - a) Full name
 - b) Status (for example "passenger", "customer", "visitor" or "bystander")
 - c) Nature of injury
4. Place where the accident or dangerous occurrence happened.
5. A brief description of the circumstances in which the accident or dangerous occurrence happened.
6. The date on which the event was first reported to the relevant enforcing authority.
7. The method by which the event was reported.

6.6) Unexpected discovery of asbestos:

1. Stop Work Immediately
 - Cease all activities in the area immediately.
 - Ensure that anyone in the vicinity is alerted to the potential danger.
2. Evacuate the Area
 - Clear all personnel from the area where asbestos has been discovered.
 - Ensure people do not disturb or come into direct contact with the material.
3. Restrict Access
 - Prevent anyone from entering the affected area.
 - If possible, secure the area by closing doors or placing warning signs to avoid accidental exposure.
4. Avoid Disturbing the Asbestos
 - Do not touch or disturb the material in any way. Asbestos fibres can be released into the air if the material is disturbed, which can pose serious health risks when inhaled.

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5. Notify Authorities
 - Inform your supervisor or relevant manager about the discovery.
 - Contact a licensed asbestos removal professional immediately.
6. Inform Relevant Safety or Health Personnel
 - Report the situation to Faircloth Construction Ltd Health and Safety department and notify the project team.
7. Document the Discovery
 - Take notes or photographs from a safe distance (without disturbing the asbestos) to document the location, condition, and appearance of the material for future assessment.
8. Follow-Up Assessment
 - A qualified asbestos professional will need to conduct an assessment to determine whether the material is friable (easily crumbled) or non-friable, which will influence the handling and removal process.
 - If necessary, they will carry out air monitoring to assess the level of exposure.
9. Decontamination Procedures
 - If the material is disturbed or exposed, personnel will need to undergo decontamination procedures, including changing clothes and showering to remove any asbestos fibres that may have been inadvertently picked up.
10. Safe Removal and Disposal
 - Asbestos must be removed and disposed of following strict regulations. A licensed contractor will carry out this process and ensure that disposal is done safely, in accordance with local guidelines and legislation.
11. Review and Implement Safety Measures
 - After the situation has been addressed, review current safety protocols to ensure that asbestos-containing materials are properly identified and managed to prevent future incidents.

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SECTION 7: GENERAL HEALTH AND SAFETY ARRANGEMENTS FOR THE PROJECT:

7.1 Project Directory:

Client:

Name: Hillwood Properties Ltd.

Address: Hillwood – HE5 UK Enterprises 25 GP Limited, 7th Floor, 50 Broadway,
London SW1H 0DB

Contacts:

Tel:

Email:

Project Manager/ Contract Administrator:

Name: Goya Developments London Ltd.

Address: 23 Barrett Street, Marylebone, London, W1U 1BF

Contact: Stefan Ziemelis/Jago Brown

Tel: 07541 710361 (SF) 07908 954909 (JB)

Email: stef@goyadevelopments.co.uk/jago@goyadevelopments.co.uk

Principal Designer/CDM Advisor:

Name: MS Safety in Design Ltd.

Address: The Workshop, 57 Warley Hill, Warley,
Brentwood CM14 5HN

Contact: Martin McGoldrick

Tel: 07771 687682

Email: martin.mssafety@gmail.com

Architect:

Name: PRC Architecture & Planning Ltd.

Address: 12 Warren Yard, Warren Park, Milton Keynes,
MK12 5NW

Contact: Mark Evans/Aaron McCaffrey

Tel: 01908 305 246

Email: mark.evans@prc-group.com/aaron.mccaffrey@prc-group.com

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Building Services Engineers:

Name: Shepherd Brombley Partnership Ltd.

Address: Unit 22, Basepoint Business Point, 1 Winnall,
Valley Road, Winchester Hants, SO23 0LD

Contact: Dean Brombley

Tel: 01962 832656

Email: dean@shepherdbrombley.co.uk

Quantity Surveyor:

Name: Rex Procter and Partners Ltd.

Address: Quarry Wood House, Marlow Reach, Station
Approach, Marlow, Bucks SL7 1NT

Contact: David Williams

Tel: 01628 487 080

Email: d.williams@rexprocter.co.uk

Principal Contractor:

Name: Faircloth Construction Ltd

Address: The Old Library, Dudley Road, Tunbridge Wells, Kent, TN5 6PT

Contact: Garry McGovern (01892 784488/ 07833 476858)
Email: garry.mcgovern@faircloth.co.uk

Health and Safety Executive (Construction Office):

Address: Canary Wharf, 10 South Colonnade, Canary Wharf, London, E14 4PU

Website: www.hse.gov.uk

Tel: Reporting all fatal and major injuries only – call the Incident Centre on:

- 0845 300 9923 (Opening hours Monday to Friday 8:30 am to 5pm)
- 0151 922 9235 out of hours

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7.2 Nature of Proposed Works:

The construction phase commences with enabling works including site establishment, welfare installation, ground remediation, and service diversions. Substructure works then proceed, comprising excavation, installation of attenuation systems, drainage networks, and foundations, alongside incoming utility infrastructure such as electrical, water, and telecommunications services.

The superstructure phase includes erection of the steel frame, installation of precast elements (including lift cores and stairs), and construction of hardstandings and service yards. This is followed by the external envelope works, incorporating roofing systems, cladding (including vertical, rainscreen, and brick-slip finishes), glazing, and installation of doors and façade elements to achieve a weather-tight building.

Internal construction works then progress with ground-bearing slabs, mezzanine floor structures, and first and second fix activities. These include internal partitions, M&E installations, lifts, joinery, finishes, and decoration, leading through to commissioning of building systems.

In parallel and towards completion, external works are undertaken, including paving, kerbing, fencing, landscaping, signage, and highway interface works. The project concludes with final commissioning, testing, cleaning, removal of temporary facilities, and preparation for handover.

All the works are to be completed in a phased programme of works on behalf of the Client.

FC 113 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN PART II

PROJECT: 37-39 WEST ROAD, TOTTENHAM, LONDON, N17 0RE

7.3 Programme (Key Dates):

Commencement of enabling works on site: 6th May 2026

Completion on site: 7th September 2026 (detailed programme is included on the next page)

Working hours are 07:00am to 4:00pm. Weekend working only allowed following consent from Project Manager/ Contract Administrator – restricted to 08:00am to 1.00pm on Saturday's and no Sunday or Bank Holiday working allowed on Sunday's.

As well as the outline Method Statements attached as Appendix to this document detailed Method Statements and Risk Assessments are to be provided for all site activities, Specialist Contractors RAMS are to be reviewed and approved by the Site Manager and Faircloth Health and Safety Team prior to any works/ activities commencing