

Health and safety product

Work Categories:	Curtain Walling / Cladding , Cladding, Cladding (Commercial), Curtain Walling / Cladding General Building Maintenance , General Building Maintenance Painting & Decorating , Painting & Decorating Principal Contractor , Principal Contractor Refurbishment , Interior Refurbishment Roofing Contractor , Asbestos Roofs - Cleaning / Maintenance / Repair, Cut Edge Corrosion Treatment, Flashing, Guttering and Rainwater Systems, Flat Roofs, Industrial Roofing, Pitched Roofs, Roof Waterproofing, Roofing Contractor Scaffolding Contractor , Scaffolding, Scaffolding Contractor
Industry Roles:	Construction Contractor, Principal Contractor
Category Related	Fixed Scaffolds, Hot Works, Inhalation of Dust, Fibres and Fumes, Ladders / Step Ladders, MEWPs, Selection & Control of Subcontractors, Working at Height, Working on Roofs, Working with Chemicals and Hazardous substances

Questions

Section: Health and safety

Sub Section: Health and safety management

- Q. Please confirm the number of direct employees employed by the company.
- A. 67
- Q. Please provide your full health and safety policy (or safety statement if you are based in the Republic of Ireland). This should be signed and dated within the last 12 months.
- A. IntegratedHealthSafetyQualityandEnvironmentalPolicy2024.pdf
Health and Safety Policy-2025.pdf
Integrated Health, Safety, Quality and Environmental Policy-2025.pdf
Company Organisation Chart and Qualifications 2025.docx
Starfish Arrangements for Health and Safety Update 2025.pdf
- Q. Please provide evidence of the health and safety qualifications or relevant experience of the responsible person
- A. iossh card.pdf
Nebosh Certificate.pdf
- Q. Do you use the services of a health and safety consultancy to support your organisation with your H&S requirements?
- A. No
- Q. Please provide evidence that you have used the services of your named consultant within the last 12 months
- A. No Answer
- Q. Please provide evidence of their health and safety qualifications or relevant experience.
- A.

Section: Health and safety

Sub Section: Health and safety management

- Q. Please provide a brief explanation of the advice given to you by this person or organisation within the last 12 months.
- A. We have a weekly Operations Meeting at which Tommy gives an overview of the weekly audit (site inspections) results, actions closed and outstanding, any red / green cards, Toolbox Talks, Training completed or required, Accidents and Incidents / Environmental Updates and any other business. He will also issue SHEQ alerts as required - driven by internal changes or legislative.
- Q. Please provide evidence that you have discussed health and safety with your employees within the last 12 months.
- A. Weekly HSQE KPI's WE 20.10.24.pdf
Operations Meeting Minutes 23.07.25.docx
H&S Forum Agenda & Meeting Minutes Apr 2025.pdf
MM Meeting.pdf
HS Forum - Sodexo Edinburgh 7th April.msg
TBT.pdf
TBT - Denton.pdf
- Q. Please provide evidence of site inspections/audits dated within the last 12 months.
- A. STAR92119-MULBERRY_CANON_BARNETT_ROOF_REPAIRS-1-SUB-CONTRACTOR_REVIEW-2024-10-03.pdf
Site Inspection.pdf
TBT - PLPC Carluke.pdf
STAR92087-WINCHESTER_MEWS_LONDON-28-STARFISH_SITE_SAFETY_INSPECTION-2025-08-26.pdf
- Q. Please provide your work equipment maintenance records for the last 12 months.
- A. Inspection Report for Manitou - St Georges.pdf
Site Inspection.pdf
Microsoft Word - F17.34 Daily Pre-use Telehandler Check list.docx.pdf
Daily Harness Inspection (2).pdf
MCWP Checks.pdf
- Q. Please provide an explanation of how you discuss health and safety issues with clients, contractors or other trades before starting work.
- A. It is the company's policy to ensure that all employees are provided with adequate training as necessary to ensure both their competency and health and safety. Upon joining the company, each new employee will be provided with a personal induction programme, tailored to their role and they will be allotted time slots with various members of the business over the first few weeks. They will also receive an 'Arrangements for Safety' booklet which covers all aspects and is re-issued to staff as and when revisions are made.

Regular updates are issued by our Managing Director and Associate Director of SHEQ and also Site Foremen will carry out Toolbox Talks and regular training.

All site staff (including subcontract) will also be given a Site Specific Induction and copy of the RAM's / CPP for any particular project. The KPI's will be monitored, tracked, investigated and communicated. These will also be issued to the client. Any training needs will be identified and where gaps arise, close supervision will be given.

- Q. Are you able to provide evidence on how you discuss health and safety issues with clients, contractors or other trades i.e. meeting minutes / procedures / construction phase plans?
- A. Yes
- Q. I will upload evidence on how we discuss health and safety issues with clients, contractors or other trades
- A. Weekly HSQE KPI's WE 31.5.24..pdf
Safety Alert - Working Time.pdf
Starfish Arrangements for Health and Safety Update 2025.pdf

Section: Health and safety

Sub Section: Health and safety management

- Q. Please provide copies of site specific risk assessments and method statements (RAMS) dated within the last 12 months for each of the following work categories: Curtain Walling / Cladding, General Building Maintenance, Painting & Decorating, Principal Contractor, Refurbishment, Roofing Contractor, Scaffolding Contractor
- A. Ketley House London RAMS.pdf
cvs vets livingston RAMS.pdf
Unit 5 Phoenix Retail Park RAMS.pdf
Hanger 2 RAMS.pdf
NBD Warehouse 2 RAMS (2).pdf
RAF Kinloss RAMS.pdf
Scaffold RAMS - PLPC.pdf
Roofing RAMS - Sodexo.pdf
Riverdale - RAMS.pdf
PLPC Haflinger RAMS 2.docx
Scottish Water Laighpark RAMS.pdf
SRU Murrayfield Intrusive Investigation RAMS.docx
DK Jones scaffold RAMS (2) (1).docx
Method Statement and Risk Assessment Blair Avenue (1).docx
Winchester Mews Facade Remeadiation RAMS (1) (1).docx
- Q. Do you have a drug and alcohol policy?
- A. Yes
- Q. Please provide a copy of your Drug and Alcohol Policy
- A. AlcoholDrugsMisusePolicy2024.pdf
- Q. Do you have a policy or procedure in place to manage occupational health issues including mental health and fatigue?
- A. Yes
- Q. Please provide a copy of your policy or procedure in place to manage occupational health issues including mental health and fatigue
- A. WellbeingMentalHealthPolicy2024.pdf
- Q. Do you have a policy or programme in place that covers behavioural safety?
- A. No
- Q. Does your organisation hold membership of any fleet operations operations / management scheme e.g. FORS
- A. Not Applicable
- Q. Please provide a completed copy of a Construction Phase Plan or Health and Safety Plan (if ROI has been selected) for a project undertaken within the last 12 months
- A. carrington point CPP.pdf
- Q. Please provide evidence of completed site inductions for workers on construction sites managed by you as the Principal Contractor i.e. the content of the site inductions and completed sign off sheets.
- A. Induction.pdf
Starfish Site Safety Induction BWP Denton.pdf
Microsoft Word - F13.01-Briefing_Acknowledgement_Record.docx.pdf
- Q. Please provide evidence demonstrating how you have provided a Principal Designer with information for a health and safety file i.e. sharing as built drawings, operational manuals, fire safety system information etc.
- A. Ketley House OM Manual.msg
Winchester - Drawings.pdf
Specification - Wincheser Mews.pdf
Spec 2.pdf
Initial Survey.pdf
Survey Sketches 1 -15.pdf

Section: Health and safety

Sub Section: Health and safety management

PCI Rev 0 Carrington Point EXTERNALS 27 09 23.pdf

- Q. Please provide your arrangements in place for ensuring that building fire safety information is handed over to the Responsible Persons no later than the date of completion of the work, or the date of occupation of the building, whichever is earliest?
- A. Ketley House OM Manual.msg
Handover.pdf
H&S file CPP section 4 building fire safety.png
carrington point CPP.pdf
- Q. Please provide an example of a site specific emergency plan for a construction project that you managed as Principal Contractor. The plan could be supplied as a stand alone document or as part of a construction phase plan.
- A. CPP - Ketley House.pdf
Starfish Site Safety Induction BWP Denton.pdf
carrington point CPP.pdf
- Q. Please provide evidence of you ensuring the client is aware of their CDM duties before commencing work i.e. emails / letters / meeting minutes.
- A. 20250214151109_production-us02_f149f17f710cd9b3281bc426e6391d8e8f57.pdf
Pre Start Meeting.pdf
- Q. Please provide Name & Role of the person responsible for H&S within the company.
- A. Name: Thomas Caddon. Position: Director, SHEQ

Sub Section: Enforcement action and accidents

- Q. Has your company name changed within the last 5 years?
- A. No
- Q. Please confirm if you have received any form of enforcement action from the Health and Safety Executive (HSE) or the Health and Safety Authority in the last 5 years.
- A. No
- Q. How many of the following accidents and incidents of work-related ill-health have occurred in the past 3 years?

A.

Year	Minor injuries	Reportable	Fatalities	Work Related Ill Health
2025	0	0	0	0
2024	0	0	0	0
2023	0	0	0	0

Sub Section: Qualifications and training

- Q. Please provide a copy of your current training matrix or a list of employees.
- A. LIVE TRAINING MATRIX.xlsx
- Q. Please provide evidence of Asbestos Awareness training that has been completed within the previous 24 months.
- A. A Paterson - Asbestos Awareness exp 290425.pdf
- Q. Please provide examples of in-date SMSTS certificates or equivalent training for site managers.
- A. D Wood SMSTS - 311028.pdf
smsts w canavan.pdf
- Q. Please provide examples of the trade specific or academic qualifications held by your employees for the work categories selected: Curtain Walling / Cladding, General Building Maintenance, Painting & Decorating, Principal Contractor, Refurbishment, Roofing Contractor, Scaffolding Contractor
- A. Sean Noone SVQ 2 in cladding.pdf

Sub Section: Qualifications and training

Paul Lyons Sika Coating Training.pdf
G Simpson - CISRS 0726.pdf
Alex Paterson Sika Coating Training.pdf
Robert_Morgan_CSM7_Cert.pdf
Curtis Smith.zip
A Paterson - Asbestos Non Licence 27.06.28.pdf
C Nicol - Construction Carpentry & Joinery.jpg
NFRC Webcheck - Starfish 9 Ltd - 22.09.25.png

Q. Please provide examples of training/refresher training undertaken in the last 12 months.

A. A Paterson Telehandler Exp 30.09.27 front.pdf
A Brown Telehandler Exp 30.09.27 front.pdf
C Nicol - Safety Harness 211226.pdf
D Quinn Counter Balance 120325.pdf
E Lavin - Asbestos Awareness.jpg
RPE Training Certificate - Geanina Rusu.pdf
Remote Licence Contract Manager Exp 260725.pdf
M Critchell First Aid Exp 01.09.27.pdf
N Jessimer - Harness Inspection 07.08.27.pdf
_Mentor_Certificate_ROSPA.pdf
R Morgan First Aid Exp 25.09.27.jpeg

Q. In the box below please outline the approximated number of your construction based workforce whom hold a CSCS or CSCS partnership Card - If no cards are held please provide a brief explanation why it has been deemed not applicable to your business.

A. 100%

Sub Section: Selection and control of contractors

Q. Please confirm the number of other companies you use as subcontractors.

A. 19

Q. Please provide a completed example of a subcontractor health and safety assessment that has been carried out in the last 12 months.

A. HUDSON LIFTING GEAR .pdf
F18_01a_Supplier_Questionnaire_Contractor.pdf
SIGNED.pdf

Q. Please provide evidence of how subcontractors are monitored whilst on site. This evidence should be dated within the last 12 months.

A. STAR92102-EARL_KENDRICK_WARWICK_HOUSE_LONDON-7-SUB-CONTRACTOR_REVIEW-2025-01-27.pdf

Q. If your subcontractors are allowed to use other contractors to complete work on your projects, please explain how you monitor and manage these arrangements.

A. We would have them complete our F18 Supplier Questionnaire and they would be monitored daily but the Site Foreman and also included in our at least weekly Site Audits by the Project Manager. The Supplier Questionnaires are also monitored for expiring insurances / credentials.

Sub Section: Industry specific health and safety requirements

Q. IPAF or equivalent certificates for operating Mobile Elevated Work Platforms

A. APATERSON IPAF 310827.pdf

Q. Precautions whilst undertaking hot works

A. F15.09_-_Hot_Work_Permit2024.pdf

Sub Section: Industry specific health and safety requirements

- Q. Precautions for the safe use of ladders / step ladders
A. WAH Hierarchy of Control for Ladder Use - Safety Alert.pdf
- Q. Precautions for the safe erection and use of scaffolds
A. F14.03b Scaffolding Method Statement and Risk Assessment.pdf
- Q. Precautions for the safe use of mobile elevated work platforms
A. F17.33 Daily Mewp Checklist.pdf
F14.03a Method Statement and Risk Assessment.docx
Starfish Arrangements for Health and Safety Update 2025.pdf
- Q. Precautions for working safely on roofs
A. Weather Safety Alert.pdf
STAR92117-SCOTTISH_WATER_PETERHEAD_SITES-11-STARFISH_SITE_SAFETY_INSPECTION-2025-01-27.pdf
F14.03a Method Statement and Risk Assessment.docx
Roofing RAMS - Sodexo.pdf
Starfish Arrangements for Health and Safety Update 2025.pdf
- Q. Examples of RPE maintenance / issue records dated within the last 12 months.
A. RPE Facefit Training.pdf
JP Facefit. 26 9 24.pdf
- Q. Examples of completed fall arrest / restraint equipment issue / inspection records from within the last 12 months
A. Daily Harness Inspection.pdf
- Q. Please provide examples of completed COSHH or Chemical Risk Assessments for the chemicals or hazardous substances used by your business
A. Butyl Tape (SC-BUT-01) COSHH Assessment.pdf
COSHH-Assessment felt.pdf
COSHH.pdf

Section: Insurances

- Q. Do you hold Employers Liability Insurance?
A. Yes
- Q. Employers Liability Insurance Expiry Date
A. 04/07/2026
- Q. Employers Liability Insurance Cover Amount
A. £10000000
- Q. Do you hold Public Liability Insurance?
A. Yes
- Q. Public Liability Insurance Expiry Date
A. 04/07/2026
- Q. Public Liability Insurance Cover Amount
A. £15000000
- Q. Do you hold Product Liability Insurance?
A. Yes

- Q. Product Liability Insurance Expiry Date
A. 04/07/2026
- Q. Product Liability Insurance Cover Amount
A. £15000000
- Q. Do you work at Airports?
A. No
- Q. Please upload your current insurance schedule / summary of cover
A. Starfish 9 Ltd - TWIMC - including Use of Heat and no Height Limit exp 040725.pdf
Starfish 9 Ltd - TWIMC - including Use of Heat and no Height Limit exp 040726.pdf

Section: Building Safety Act

Sub Section: Introduction

- Q. Have you worked or intend to work on buildings?
A. Yes
- Q. Have you undertaken or intend to undertake building or building services work on buildings that are at least 18 metres in height or has at least 7 storeys and contains at least two residential units?
A. Yes
- Q. Do you want to demonstrate your organisational capability under the Building Safety Act and Building Regulations?
A. Yes
- Q. Please confirm the roles your organisation intends to undertake under the Building Safety Act and Building Regulations: Contractor / Principal Contractor / Designer / Principal Designer.
A. Principal Contractor

Sub Section: Planning, Managing and Monitoring

- Q. Do you have a policy or procedure that sets out how your organisation will manage its legal duties under the Building Safety Act, Building Regulations and all other relevant requirements?
A. No
- Q. Can you demonstrate how you ensure that the client is aware of their duties with regards to building safety under the Building Safety Act and Building Regulations?
A. No
- Q. Can you demonstrate your procedures for planning, managing and monitoring all building work so that it complies with the Building Safety Act and Building Regulations?
A. No
- Q. Can you demonstrate how you ensure that any building work carried out in occupied buildings does not undermine the existing safety arrangements set out in the safety case?
A. No
- Q. Can you demonstrate how you plan and organise your building work to ensure project budgets and financial controls are managed, the resource requirements are assessed and sufficient time is allocated to deliver a safe and compliant building and building systems?
A. No
- Q. Can you provide evidence (e.g. meeting minutes, email exchanges etc.) showing how you have liaised and coordinated work with the Principal Designer to ensure compliance with the Building Safety Act and Building Regulations?
A. No

Sub Section: Planning, Managing and Monitoring

- Q. Can you demonstrate your procedures for considering any comments that a Principal Designer has made in relation to compliance with the Building Safety Act and Building Regulations or evidence of this having taken place?
- A. No
- Q. Can you demonstrate your procedures for procuring quality assured materials, products and building systems to ensure they are suitable for their intended purpose?
- A. No
- Q. Can you demonstrate your procedures for overseeing the inspection and testing of safety critical materials, components and building systems upon which the safety of persons in and about completed buildings depend?
- A. No
- Q. Can you provide evidence (e.g. meeting minutes, emails, etc.) demonstrating how you have successfully communicated and collaborated with other duty holders such as the Client, Principal Designer, Principal Contractor, other Designers and Contractors to ensure any building work complies with the Building Safety Act and Building Regulations?
- A. No
- Q. Can you demonstrate your procedure for managing the construction control plan during the building phase and signing-off the required documentation including declarations of compliance and contributing to the fire and emergency file?
- A. No
- Q. Can you provide evidence of proactive site inspections, audits or alternative forms of monitoring to demonstrate how you have ensured the building work undertaken by your organisation, contractors or any other person involved in the project complies with the Buildings Regulations?
- A. No

Sub Section: Higher Risk Buildings (HRBs)

- Q. Can you demonstrate your procedures for collecting, maintaining, updating and sharing information with other duty holders to help create a Golden Thread of Information for a Higher-Risk Building?
- A. No
- Q. Can you demonstrate your procedures for coordinating with other duty holders to set up a Mandatory Occurrence Reporting system for a Higher-Risk Building project?
- A. No

Sub Section: Subcontracting

- Q. Do you subcontract any building work?
- A. No
- Q. Do you subcontract any design work?
- A. No
- Q. Can you demonstrate how do you ensure contractors working on the building or building systems cooperate, communicate and coordinates their work with the client, principal designer, designers and contractors?
- A. No

Sub Section: Compliance and Enforcement

- Q. Has your company been issued with any Compliance, Stop or Section 36 Notices in the last 36 months?
- A. No
- Q. Has your company been investigated &/or prosecuted for an offence under the Building Safety Act in the last 36 months?
- A. No

Sub Section: Skills, Knowledge, Experience and Behavior

- Q. Are you able to provide a description or case studies of the type and size of projects that your organisation has previously worked on as a Contractor and/or Principal Contractor that has or would have fallen within the requirements of the Building Safety Act and Building Regulations?
- A. No
- Q. Can you provide evidence of the qualifications, training and experience of the individuals who will be undertaking the Principal Contractor role in compliance with Building Safety Act and Building Regulations?
- A. No
- Q. Can you demonstrate how you ensure that individual workers (both directly employed and sub-contracted) have the skills, knowledge, experience and behaviours to undertake the building or building systems work they have been assigned?
- A. No
- Q. Can you explain how you keep up to date with legislative requirements, technical standards and guidance relating to building regulations and building safety?
- A. No
- Q. Can you demonstrate your procedures for continually monitoring the competence of your organisation, employees and sub-contractors and notifying whoever has appointed you that you are no longer competent or have the organisational capabilities to carry out your duties?
- A. No
- Q. Can you demonstrate your procedures for providing information, instruction and supervision for your workers and subcontractors under your control to ensure that any building work or building systems work delivered by your organisation complies with the Building Safety Act and Building Regulations?
- A. No