





Boydell & Francis offer a exclusive service which is unique to your business needs..

*All of Boydell & Francis's consultant's do and always will have vast industry experience, which we know is invaluable in offering crucial advice at the right times.*

..With us, your business becomes the centre of our Safety.

**Boydell & Francis**



The centre of your safety  
**Safety Consultants Ltd**

# *About us..*

Boydell & Francis was founded by two directors Frank Boydell and Declan Boydell in August 2010. We are a unique safety consultancy who specialise within the construction industry. We work exclusively with each and every single one of our clients in order to integrate our expert system into our clients methodology of work.

Our company takes pride in delivering a friendly and personable approach to any customer. We have found that constant communication between ourselves and our clients enables us to produce optimal results for them, as well as maximising product design specific to any companies undertaking.

Please see below for the services we can offer:

- Full safety management system
- Employee safety awareness training
- On site safety compliance inspections.
- Full safety management audit.
- Exclusive links to safety accreditation bodies.
- 24 hour safety advice on call.
- Assistance with safety questionnaires for prospective clients.
- Full construction phase plan and CDM co-ordination role.
- RAMS specific to any project which may require them.

*Our number #1 value is the quality of service we provide our clients with.*

*At Boydell & Francis we give you the  
peace of mind to let you do your job to  
your full potential..*



# *Our management system & client management..*

Boydell & Francis offer a unique service to a wide variety of businesses, in our own specific way. For our company, the most important aspect of our unique service is the personal service that we offer to our clients, this allows us to produce an expert management system which will smoothly integrate to your company practices.

Typically, we lay out our system to include the following components if applicable to the needs of your business:

## **INTRODUCTION**

- Health and safety policy statement..
- Organisational arrangements specific to your company structure.

## **SPECIFIC ARRANGEMENTS**

This will be based on your undertakings as a business, for instance if you run a civil engineering firm, we will place particular focus on issues such as: Underground services, excavation work & plant. This is because these are the issues which present the biggest risk to both you as employer, and your employees.

## **GENERAL ARRANGEMENTS**

- Drugs & Alcohol
- Office health & safety
- Personal preventive care plan
- Contractor assessments
- Accident investigation forms
- Driving
- COSHH assessments
- VDU assessment forms
- Construction design & management

## **STATEMENTS & ASSESSMENTS**

- Method statements
- Risk assessments
- Work equipment inspections
- RAMS specific to any works which require further specificity.
- Site inspections
- Full safety audits & compliance reports.

In order to formulate this policy designed specifically to what you want, we always work extremely closely with all our clients in the making of the policy. This gives us the understanding we need of your undertaking to maximise the effectiveness of your system.

## **TRAINING**

In order for our clients to manage our system in the most effective manner they can, we imbed our system with their employees and constantly ensure our system is properly communicated to all aspects of any business we deal with . We have found that maintaining a high level of communication between ourselves and our clients significantly increases employee effectiveness.

## **PROFESSIONAL ETHICS**

Boydell & Francis work closely with SMAS Ltd in order to promote best industry practice and assist contractors to work in the best way possible.

At Boydell & Francis we cannot reiterate how important we believe it is to deliver a personal service to all of our clients. This guarantees that we have a great understanding of how all of our clients work and can provide invaluable assistance which allows the client to maximise their efficiency in the safest way possible.

*Our systems give our clients the security which is needed for them to maintain best working practice.*



# Boydell & Francis within industry & industry experience..

Boydell and Francis have an extensive wealth of industry knowledge which is another facet we use to assist us in providing the best service to all of our clients. We will always endeavour to promote best industry practice and constantly further our knowledge to maintain this. Seen below is an example page of one of our expert management systems, to give you a glimpse of the theme of the work we produce for our clients.

## Work at Height

In 2008/2009 over 4000 major injuries were caused by the safe use of step ladders and top-ups falls from height at work.

It is one of the largest causes of serious incidents in the work place.

Working at height applies to all situations where a person is exposed to falling over 1.1m to below ground level.

The company will undertake the following hierarchy of control measures with working at height.

- Avoid work at height.
- Use work equipment or other measures to prevent falls from height.
- Minimise the distance and consequences of a fall.

Work at height will be:

- Planned and organised
- Takes into account weather conditions
- Ensure those involved are competent, trained and experienced as required.
- The working area protected to safe.
- Ensure equipment used is well maintained and inspected.

Extension ladders will only be used as a fall arrest. They must be used with a stabiliser kit which adequately secures the ladder at the top and bottom.



The use of step ladders and top-ups are a solution to working at height safety. Boydell Ltd will ensure that all equipment is used in line with the manufacturer's guidelines and used specifically for the purpose intended. Equipment will be CE marked to the correct standards. All employees will be given the relevant information, instruction, training and supervision to use the equipment effectively.

The equipment will be checked and inspected and this will be recorded in the Ladder and Top-up Inspection sheet. This equipment must be kept in good working order.

Under no circumstances must employees use/leave their own equipment for working at height. The use of unsafe is strictly prohibited.

Disciplinary proceedings will be taken on individuals who failure to comply with this.



## SHAD HSE MEETINGS

To promote best industry practice Boydell & Francis have regularly presented for the HSE at SHAD days in order to raise awareness of key issues in the industry. It is a strong passion of Boydell & Francis to promote sound health and safety in the industry.

## NORTH WEST HOMEBUILDERS SAFETY GROUP

In 2006 Frank Boydell became the Chairman of the North west homebuilders safety group, this has given our Managing director extensive understanding of how company systems can differ and how to adapt his approach to realise the best resolution to any issue.

Frank stepped down as chair of the homebuilders group in September 2010 in order to dedicate himself to the full time running Boydell & Francis.

## SMAS Ltd & OUR VISION

We work closely with SMAS Ltd in order to promote best industry practice.

SMAS are registered member of the safety schemes in procurement (SSIP).

Working together with SMAS we have a nationwide vision to improve the competency of contractors. Enhanced communication links allow us to maintain the personal service we offer on a nationwide level. We also work with associates across the country in order to monitor the success of our systems and how they are implemented in the industry, allowing us to pursue our vision to maximum effect.

*With Boydell & Francis you  
can achieve the heights you  
have always dreamt of.*



# *Accreditation..*

Our managing director has vast experience in both working as a tradesman and then as Health & Safety professional for more than ten years. This has given Boydell & Francis a cutting edge approach to safety which has never been seen before in the realm of Health & Safety.

In order for Frank (Managing director) to manage the Health and safety side of the company to maximum potential, another director (Declan) manages the accounts and day to day running of the business.

## **QUALIFICATIONS.**

Frank is a highly qualified safety professional with Chartered membership of the Institute of occupational safety & health of which he was installed as a member in August 2006. Frank has also taken several awareness courses in order to further his knowledge and understanding of Health and safety such as: Scaffold inspection courses, Fire safety seminars, asbestos awareness training courses and street works qualifications to name just a few.

## **BOYDELL & FRANCIS ACCREDITATION**

We are a OSHCR registered consultant, as well as being a registered SMAS work safe consultant, and an IOSH registered consultancy. We have a great passion for ensuring that any safety advice given to any firm is competent to the highest standard. We will always endeavour to maintain the highest level of accreditation within our company possible within the industry.

