

Safety and Health Plan Design Stage

Prepared in accordance with the Safety, Health and Welfare at Work
(Construction) (Amendment) Regulations 2020

**Roof Repairs at
Former Presbyterian Church, Carlingford, Co Louth**

for

**Alan Johnston t/a
Visit Carlingford Ltd**



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SAFETY AND HEALTH PLAN – DESIGN STAGE

Under The Safety, Health and Welfare at Work
(Construction) (Amendment) Regulations 2020

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Introduction

The Safety, Health and Welfare at Work (Construction)(Amendment)Regulations 2020 require the Appointment of a Project Supervisor Design Process (PSDP) who has overall responsibility for co-ordinating the safety and health aspects of the design and planning phase of a project, and of a Project Supervisor Construction Stage (PSCS) who co-ordinates the activities of all Contractors and Sub-Contractors on site and ensures that they comply with relevant safety and health legislation. A Safety and Health Plan is initially developed by the Project Supervisor Design Process through co-ordinating the work of designers and examining all the available information and assessing where and when the principal risks are likely to occur. The plan does not need to address common place site hazards or repeat information which a competent contractor would already know. The plan is then developed, before commencement of the construction work, by the Project Supervisor Construction Stage, after identification of hazards and assessment of the risks at each of the main stages within the construction stage. The Safety and Health Plan must then be kept up to date by the Project Supervisor Construction Stage, modified and altered in the light of changing circumstances and standards achieved on site as the construction work progresses. The Project Supervisor Design Process is obliged under the Regulations to prepare a Safety File for the project and present it to the Client on completion of the project. The purpose of the Safety File is to create a permanent record of information relevant to safety and health which will be used after construction is complete to alert the end user, those who are responsible for the structure, to the significant safety and health risks that will need to be dealt with during subsequent use, maintenance, repair, reconstruction, extension or its demolition. Provision is made within the Safety and Health Plan for the collection and collation of information for the File. The information contained in this preliminary Safety and Health Plan has been prepared prior to the commencement of the work on the site. It does not take account of any matters or information that may come to light after commencement of the works on site.

1.0 General description of Project

1.1 Project title:

Re-slating roof at the former Presbyterian Church, Newry Street, Carlingford, Co Louth

1.2 Client:

Mr Alan Johnston t/a Visit Carlingford Ltd
Carlingford
Co Louth

1.3 Designers:

1.3.1 Architect:

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1.3.2 Project Supervisor Design Process:

As 1.3.1

1.4 Project Description:

Stripping and re-slating the church roof with associated lead and timber repairs. The church is a scheduled building

1.5 Project time scale:

Commencement Date: TBA
Completion Date: 12 weeks after commencement

1.5 Basis for the estimated duration of the works:

The timetable for the project has been based on implementation of best practice and takes into account the general principles of accident and ill health prevention during the execution of the various elements of work.

1.6 Any other works activities on site:

There are no other works activities expected on the site however the Main Contractor should note that the streets of Carlingford are very heavily populated with tourist visitors during normal working hours and all necessary measures to protect the passing public shall be taken.

2.0 Client`s considerations and management requirements

2.1 Notification to Health and Safety Authority:

A completed Form (AF1) is to be submitted to the HSA .

2.2 Emergency procedures:

The Main Contractor shall provide information regarding emergency procedure training and first-aid provision and shall prepare a method statement describing the emergency procedures. The procedures are to include ascertaining the number of persons on the site and accounting for them in the case of an emergency evacuation of the site.

2.3 Specific site rules and other restrictions:

The contractor will be required to provide a waste management plan for the control, separation, recycling and disposal of waste on site.

2.4 Restrictions on working hours:

Normal working hours shall be 0800 hours to 1800 hours, Monday to Friday; certain operations in this contract may be executed out of normal hours by prior agreement with the Employer and his representatives.

2.5 Restrictions on access:

Access to the site from Newry Street side is very limited and heavily trafficked both by vehicles and pedestrians. The main contractor will liaise closely with the relevant authorities with respect to any encroachment or road closures necessary to facilitate the works and pay all charges arising. The requirement to provide safe access to the site and to adequately and safely manage vehicular and pedestrian traffic rests with the contractor.

2.6 Activities on or adjacent to the site during the works:

Carlingford is a popular tourist destination and at certain times the area adjacent to the site can be extremely busy. In respect of this and the previous item the Main Contractor shall prepare and implement a Traffic Management Plan for both pedestrians and vehicles.

2.7 Other contracts which may affect the works:

At this time there are no other known construction works in the vicinity which may affect the works.

2.8 Arrangements for liaison between parties:

The Main Contractor shall provide information on the procedures for regular meetings to review safety and health matters. A format for reporting, recording and rectifying (as necessary) all safety matters shall be established, at commencement of work, between the Lead Consultant and the Main Contractor.

2.9 Security arrangements

The Main Contractor is to prepare a Method Statement describing his proposals for preventing unauthorised access to the site, for maintaining security on site, and the steps to be taken to limit the number of people on site to those who are directly concerned with the building works.

2.10 Welfare facilities

An area is to be set aside by the contractor for use as a compound area. Welfare facilities are to be provided by the Contractor in compliance with the relevant Health Safety and Welfare Regulations. The Employer has stated that toilet facilities on site may be used.

3.0 Environmental restrictions and existing on-site risks

3.1 Site boundaries and access

The boundaries of the site are as indicated on the Architect's plans.

3.2 Existing records and plans:

There is no existing Safety File. The PSCS and contractors are to read and refer to the existing condition survey report appended to this Plan.

3.3 Ground conditions

The contractor is to ensure that all scaffolding loads are adequately and securely spread on the existing ground.

3.4 Noise Dust & Light

The contractor is to put in place measures to limit noise, dust and light from the site. Noise emissions from the site shall comply with BS 5228-1:2009+A1:2014 Noise Control on Construction Sites. It is recommended that the noise level from the contractor's plant, tools etc. should not exceed 80dBA or as required to prevent nuisance to neighbouring properties. Close liaison shall be maintained between the Project Manager and the Contractor to ensure that the overall noise levels are maintained at an acceptable level.

4.0 DESCRIPTION OF THE WORKS, MATERIALS AND PROCESSES OF CONSTRUCTION INCLUDING REQUIREMENTS FOR MAIN CONTRACTORS TO PREPARE METHOD STATEMENTS

4.1 General Summary of the Works

The details of the full extent of the Works are described in the Contract Specification. For the purposes of the H&S Plan, the anticipated extent and content of the works is summarised as follows:

- Site security
- Scaffolding and Temporary Support
- Downtakings
- Roof Joinery
- Slating etc
- Leadwork

4.2 Method Statements

The Works are as identified in the Contract Specification. Particular activities with heightened hazard/ risk are noted here and the Principal Contractor shall prepare Method Statements and/ or a risk assessment (MS/4.2.1 to MS/4.2.7) for dealing with and undertaking the following:

4.2.1 Protection of Persons

The Principal contractor shall provide security by approved methods to prevent unauthorised access by third parties and any injury to said parties.

4.2.2 Site Compound, Site Set Up, Health and Safety Welfare Facilities

The Principal Contractor is to establish a site compound within the agreed contractual working zone, in consultation with the contract administrator.

Establish site set up and provide all welfare facilities for personnel as described in Section 5 of this information pack.

4.2.3 Working at Height - Internally and Externally

Provision of a safe and secure means of working at height. This work at height must be undertaken using appropriate scaffolding, using good practice edge protection to the working area, properly braced and secured from ground level. All vertical access routes to be properly marked and protected to prevent personnel accidentally falling when stepping backwards.

4.2.4 Ventilation of Confined Spaces

In areas or rooms where there is confined space, special consideration must be made to ensure that there are sufficient air changes per hour as required under paint manufacturers' recommendations to protect personnel working in those areas. Where natural ventilation is impossible personnel will be provided with the necessary personal respiratory equipment.

4.2.5 Working with known Hazardous Chemicals, Materials

Provision must be made for working with known hazardous chemicals under the COSHH Regulations. The manufacturer's instructions and directions for the handling, application, storage and disposal of such chemicals should be closely followed.

Provision shall be made to have all necessary emergency equipment on site to deal with accidental spillage/splashing on personnel and any site contamination.

4.2.6 Management of all Personnel

The Principal Contractor must provide and maintain at all times a management system on site to ensure that all personnel entering the site and the working vicinity area ie. proximity to works being carried out, are authorised to do so. This includes a duty which extends to all known subcontracted labour, whether listed or domestic.

Casual labour brought on site by either the Principal Contractor or known sub-contractors must be fully informed as to the nature and extent of the works and the areas of special concern for Safety and Health including known operational hazards and construction activities.

The Principal Contractor must not permit lone working on the site outside normal hours of working. The Contractor's programme for the work shall maintain supervision of all personnel during the hours of working.

4.2.7 General

The Principal Contractor shall ensure insofar as reasonably practical that tools and equipment used on site are fitted with necessary safety precautions and attachments and that all personnel operating them have been trained to do so and are equipped with the required personal Safety and Health protection. The Principal Contractor shall establish lines of communication with the emergency services and ensure that there is an emergency telephone on site for use at any time.

5.0 Safety File

5.1 The Project Supervisor Construction Stage shall provide the following information for the Safety File:

Name and address of Main Contractor

Names and addresses of all sub-contractors

Details of all materials used, together with safety data sheets where applicable

Where any design has been carried out or the original design revised:

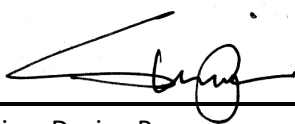
 General design criteria adopted

ONE HARD COPY AND TWO COPIES IN PDF FORMAT OF ALL INFORMATION IS TO BE PROVIDED. ALL DOCUMENTS ARE TO BE MARKED 'AS CONSTRUCTED'

Repairs to former Presbyterian Church, Carlingford, Co Louth

SAFETY AND HEALTH PLAN DESIGN STAGE

Prepared by: Leighton Johnston Associates

Signature:  _____
Project Supervisor Design Process

Date: May 2026