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# Preliminary Health & Safety Plan

## Proposed Works Colaiste Eoin, Hacketstown, Co Kilkenny Emergency Works

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## **1.0 SCOPE OF DOCUMENT**

This document comprises the Preliminary Safety and Health Plan for the upgrade, refurbishment and renovation works to be carried out at Colaiste Eoin, Hacketstown, Co Kilkenny

The document has been prepared in accordance with the Safety Health & Welfare at Work (Construction) Regulations of 2006 (S.I. No. 504 of 2006).

It is intended that this document will be used as the basis for the developed Safety and Health Plan for the Construction Stage. The Project Supervisor Design Process (PSDP) was appointed as per the Safety, Health and Welfare at Work (Construction) Regulations 2006.

This document has been prepared for the purpose of providing relevant information to the Project Supervisor Construction Stage (PSCS).

### **NOTE TO ALL DESIGNERS;**

Design Risk Assessments will be provided for particular discipline / area of expertise for all stages of construction, post construction maintenance and building lifecycle (occupancy and use). Copies of designer risk assessments will be communicated to the Project Supervisor Construction Stage (PSCS) for inclusion in the Construction Stage Safety and Health Plan.

## **2.0 PROJECT INFORMATION**

### **2.1 Organisational Arrangements**

<b>Client:</b>		
Colaiste Eoin, Hacketstown, Co Kilkenny	Contact:	Triona Delaney
	Tel:	E-tenders

<b>Consulting Engineer /PSDP</b>		
Ronan Meally Consulting Engineers, 1 City Wall, James Street, Kilkenny	Contact:	Ronan Meally
	Tel:	056 7795428

<b>Project Supervisor Construction Stage</b>		
Main Contractor to fulfil role of PS(CS)	Contact:	
	Tel:	
	Fax Mobile	

## **2.2 Site Location**

The site is located behind Colaiste Eoin, Hacketstown, Co Kilkenny. The works are proposed throughout the existing building and site. The building is located on a private site with vehicular access from the adjoining public road.

The contractor can utilise a section of the main yard as the compound during the works.

## **2.3 Drawings / Specifications**

Please see the tender drawing register issued with the tender documentation as these drawings need to be reviewed in conjunction with this document.

## **2.4 Project Description**

This project is a mechanical project and involves the replacement of existing boiler

## **2.5 Project Timelines**

The proposed project commencement date is July 2026. The proposed completion date is 8 weeks from the commencement date. (40 days)

Ongoing consultation between PSDP and PSCS prior to commencement on site will be required to verify the Project Timeline.

## **3.0 CONCURRENT WORK ACTIVITIES & SERVICES ON OR NEAR SITE**

### **3.1 General**

The following sets out other activities at or near the works, which may have an impact on the construction work for the Project:

- The construction works take place within an existing building.
- The building will be 'live' during the course of the works. The contractor shall allow for liaising with the staff to agree access to areas

Consideration must be given to the fact that the site and building may contain underground or above ceiling concealed services although these have not been identified to date. The Main Contractor will need to liaise with the building owner in assessing the locations of these services as construction work begins. The main contractor is to proceed on the basis that underground and hidden services may exist.

### **3.2 Relevant Adjoining Land Uses:**

Please note the uses of lands to the boundaries as noted above.

### **3.3 Control of Construction Works**

- All works during construction will be within the control of the Project Supervisor Construction Stage (PSCS) for the project. The Project Supervisor Construction Stage shall ensure the site and works area is maintained and suitably secured from access by unauthorised personnel throughout the works.
- The PSCS shall ensure that the relevant Permits are obtained from the Local Authority in connection with all stages of the Construction activity.

### **3.4 Restriction of Working Hours**

Site construction day working hours are standard working day, 07:00 – 18:00 Monday - Friday

### **3.5 Site Restrictions**

- The site is accessible from the existing road network. However, all due care must be taken in accessing the proposed site as these roads are highly trafficked.

- No height restrictions are known within the local road network.
- The PSCS shall make all reasonable efforts to ensure unauthorised personnel do not enter the construction area by engaging suitable and sufficient security arrangements.
- All Personnel must attend a site induction completed by arrangement with the PSCS.
- The PSCS shall ensure site emergency and evacuation procedures are in place prior to commencement of construction. Such measures shall be communicated to site personnel at Induction.
- The PSCS shall ensure that personnel working on site and those making deliveries to site obey the local speed limit and move at less than 10kph within the School campus.
- The PSCS shall ensure that access for the Emergency Services (Fire, Ambulance and Garda) is considered in the Site Traffic Management Plan. Suitable and sufficient measures shall be taken to ensure access for Emergency Services is not impeded to the site, adjoining properties or public spaces during the Construction stage.

### **3.6 Access to and Egress from Site**

- The PSCS shall ensure that site logistics including deliveries of materials / equipment are strictly planned and that all contractors are advised that all deliveries / collections are pre-booked prior to arriving / departing the site.
- The PSCS shall ensure that there is suitable storage areas designated for expected equipment prior to arrival on site.
- The PSCS shall implement an appropriate signing in and out system for all site operatives and visitors.
- Contractor's personnel shall carry appropriate identification at all times while on site.
- The PSCS shall implement a site-specific Health and Safety induction programme.
- All construction, craft and security personnel shall be in possession of an up to date Safe-Pass card or recognised equivalent.
- A register of contractor Safe-Pass cards and where applicable C.S.C.S cards will be kept for inclusion in the project safety file.
- Vehicular and personnel routes shall be separated on site where practicable especially at the site entrance.
- The PSCS needs to ensure that the adjacent roads and footpaths are maintained in a safe and clean condition for the duration of the construction project.

### **3.7 Parking:**

- Parking will be available for construction personnel within the area outside the building as shown on the tender drawings. Parking is strictly prohibited on all other roads or in other site car parks.

### 3.8 Noise and Vibration:

Site noise as defined in BS 5228 1997 shall not, during the construction period, exceed the following criteria:

LAeq (1hour)	Time Period
65 dB(A)	Core authorized working hours
45 dB(A)	Any other time

at any noise sensitive premises in the locality when measured in accordance with Annex E of BS 5528: 1997. Part 1. An appropriate correction shall be applied in the case of tonal or impulsive components in the measurements of noise in accordance with the provisions of ISO 1996.

Construction equipment shall comply with SI 320 1988 2 European Communities (Construction Plant and Equipment) Permissible Noise Levels) Regulations 1988, as amended.

In relation to the Control of Vibration at Work the PSCS shall ensure all equipment and tools used during construction comply with the requirements of Chapter 2 of Part 5 and Schedule 6 of the Safety Health and Welfare at Work (General Application) Regulations 2007 (which define exposure limit values and action values, determination and assessment of risks, provisions aimed at avoiding or reducing exposure, application of exposure action values, application of exposure limit value, employee information and training, health surveillance, records and effects and exemptions).

The PSCS will ensure all contractors on site select, maintain and use equipment, which affords protection to operatives from the effects of vibration.

### 3.9 Dust:

- Dust levels from the site will be kept to a minimum as far as reasonably practicable. The method statement for all construction works should outline control measures for the control and mitigation of the impact of dust.
- Any activity producing dust that might have an impact on the adjoining occupants and members of the public must be discussed with the Construction Manager.
- During (dry) weather conditions, which favour the dispersion of dust, the PSCS shall ensure that dust from the movement of machinery and wind blow on-site, is controlled. A procedure for windblown dust control shall be maintained by the PSCS.

### 3.10 Environmental Considerations:

The PSCS must ensure during the construction stage that all tank and drum storage areas shall be rendered impervious to the materials stored therein. In addition, tank and drum storage areas shall, as a minimum be bunded, either locally or remotely, to a volume not less than the greater of the following:

- 110% of the capacity of the largest tank or drum within the bunded area,
- 25% of the total volume of substance, which could be stored within the bunded area.
- Filling and drain-off points shall be located entirely within the bunded areas.
- Drainage from bunded areas shall be diverted for collection and safe disposal and bunds shall be inspected and tested at regular intervals during the construction. A report on such inspections and tests shall be available on-site for inspection by the Planning Authority, or submitted to the Planning Authority on request.

The PSCS shall ensure suitable and sufficient measures are put in place on site to prevent the discharge of prohibited substances, materials, silt etc which may cause pollution or damage to the environment.

**3.11 Welfare Facilities:**

The contractor shall be allowed to use existing welfare facilities on site

**3.11 First Aid:**

- First Aid arrangements shall be the responsibility of the PSCS and individual contractors.
- First Aid cover must be provided at all working times.

#### **4.0 PARTICULAR RISKS**

The following is a non-exhaustive list of particular risks to the Safety & Health of persons as set out in Schedule 1 of the Safety, Health & Welfare (Construction) Regulations

- a) Risk of Burial and Fall from Height (aggravated by the nature of the work processes)
- b) Contact with Chemical or Biological Substances
- c) Ionising Radiation
- d) High Voltage Lines
- e) Risk of Drowning
- f) Wells, Underground Earthworks and Tunnels
- g) Work Carried Out by Divers
- h) Caisson Work with Compressed Air
- i) Explosives
- j) Assembly or Dismantling of Heavy Prefabricated Components

Other hazards may arise out of working methods, which are at the discretion of the contractor and as such cannot be determined at this stage. The unforeseen hazards are to be addressed by the PSCS and the contractors themselves. To this end, we request a site-specific safety statement, method statement and risk assessments from all contractors working on the site.

The PSDP during the course of design and design meetings has identified particular construction risk. A table outlining the applicability of the Particular Risk follows overleaf.

Risk		Applicable		Where
		Yes	No	
1.	Work which puts persons at work at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.		√	
2.	Work which puts persons at work at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a legal requirement for health monitoring.		√	Currently the building and coating material specifications confirmed do not pose a problem.
3.	Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom		√	N/A
4.	Work near high voltage power lines.		√	N/A
5.	Work exposing persons at work to the risk of drowning.		√	N/A
6.	Work on wells, underground earthworks and tunnels.		√	N/A
7.	Work carried out by divers at work having a system of air supply.		√	N/A
8.	Work carried out in a caisson with a compressed-air atmosphere.		√	N/A
9.	Work involving the use of explosives.		√	N/A
10.	Work involving the assembly or dismantling of heavy prefabricated components.		√	N/A

#### **4.1 Work which puts persons at work at risk of burial under earth falls, or falling from a height.**

- Significant excavations will not be required on this site.
- The PSCS shall give due consideration to the location of above ceiling or concealed services in the building. The PSCS must ensure contractors do not rely specifically on the details of services drawings and employ best practice excavation methods utilising scanning tools.
- Currently there are works proposed at heights including works at ceiling and attic level. Access to and from these spaces is limited and the quality of the existing ceilings is poor in locations. Main Contractor to provide all required safe access and egress from the attic space for contractors the duration of the works. In addition access through some of these attic spaces is limited and works may be required at low or high level and in confined spaces. Main Contractor to sequence works in the attic to ensure safety of the contractors during the works. Contractor must ensure that a second means of escape / access is provide to the works area at all times during the works to maximise fire escape routes from the attic during the works.
- Working at height will result in subsequent risk of falls of persons / materials both internally with works within ceiling voids.

The PSCS must ensure that work at heights is controlled primarily by the application of the Principles of Prevention with priority given to collective protective measures above individual protective measures.

#### **4.3 Work Near Overhead Power Lines**

N/A

#### **4.4 Work Involving the Assembly of Heavy Prefabricated Components**

N/A

#### **4.5 Work with ionising radiation requiring the designation of Controlled or Supervised Areas.**

N/A

## **5.0 OTHER HAZARDS**

In addition to the particular risks addressed the following hazards have also been identified as being relevant during the construction stage of the project.

- Construction traffic
- Concealed services
- Work at height
- Falling objects
- Electricity

The PSCS and contractors in preparation of the Health and Safety Plan must carry out in accordance with their statutory requirements, site specific risk assessments to identify all hazards and put controls in place to eliminate or reduce the risks to all personnel on site, members of the public so far as is reasonably practicable. These risk assessments will be monitored and reviewed by the PSCS whenever new machinery or systems of work are introduced.

To ensure works are planned in advance with particular emphasis on hazard management all contractors will submit Method Statements, specific work procedure or protocols for all tasks. The risk of the activity will be assessed within the method statement or protocol with adequate and sufficient control measures identified. Before work may commence, the PSCS will review all Method Statements.

All Contractors shall ensure risks associated with all tasks are appropriately risk assessed. A Safe Plan of Action will be required for all tasks. As a core safety management tool, it will deal with; anticipated hazards, control measures and resources, special training, new procedures and any required personal protective equipment. Contractors may use:

- The Health and Safety Authority Safe System Of Work Plan (SSWP).
- If sufficient and robust, their own Company SPA format.

### **5.1 Construction Traffic.**

- The speed of construction traffic in and around the vicinity of the building work, and within the School campus, will be in accordance to that set at 10kph to reflect the speed limit within the School grounds.
- Safe access and egress must be maintained to the operational buildings in the vicinity of the site works.
- The adjacent public pedestrian and vehicular routes and roads must be kept clear of traffic and maintained in good condition.
- Appropriate safety signage must be erected and displayed around the site to highlight the various hazards.
- The PSCS shall build into the Construction Stage Safety and Health Plan arrangements for site traffic and controls to ensure safe operation, specifically a Site Traffic Management Plan.

### 5.3 Concealed Services

- Contractors shall give due consideration in this dated building that concealed and unscheduled services and obstacles may be encountered during the works.
- The Contractor shall take all due care when working close to existing services – refer to the HSA Code of Practice for Avoiding danger from Underground / Concealed Services.

### 5.4 Work at Height

- Works will be required at ceilings and within the attic space throughout.
- The PSCS shall be responsible for securing all existing / proposed openings. Minimum standard acceptable will be a double covering of plywood secured with suitable fixings. Please refer to RMCE's drawings in relation to temporary additional walkways and works areas required in the attic space in addition to those already in place.
- All work at height will be planned, supervised and carried out in accordance with the Safety, Health and Welfare at Work (General Application) Regulations 2007 and the HSA Code of Practice for Safety in Roofwork 2005.

### 5.5 Falling Objects

Falling objects are identified as a hazard on the project. Adequate precautions must be taken, when persons are working at height, as a control against falling objects e.g. use of tool-belts, toe-boards, strict adherence to site housekeeping rules, etc.

In addition, the following precautions must be addressed where appropriate:

- Safe systems must be used to place materials in position and for the segregation and removal of waste.
- All materials must be stacked and laid out in such a way as to prevent their collapsing or overturning,
- All personnel on site must wear safety hard hats where there is a risk from falling materials.
- Specific measures shall be taken to control the risk of falling objects in relation to members of the public / School staff.

### 5.6 Electricity

- Work with electricity is identified as a hazard as significant electrical works are required and proposed.
- All portable electric power tools to be 110V or less supplied from a centre tapped transformer.
- Temporary electrical supplies to be installed and inspected by competent persons.
- All portable electrical equipment to be inspected regularly.

## **6.0 OTHER RELEVANT INFORMATION**

### **6.1 Ongoing Liaison and Unforeseen Events**

- The PSCS and contractors shall consult with the PSDP should unforeseen circumstances arise or the requirement for design changes occur during the construction phase.
- The PSDP will require to be notified of any relevant changes or decisions that will affect Particular Risks during the time span of the project.
- Other relevant information would include changes to the time required for completion of the project or phases of the project.
- The PSCS shall ensure a Temporary Works Coordinator supervises all temporary works and that an inspection and certification system is maintained. Records of temporary works inspections / certification shall be available on site.

### **6.2 Safety File**

- The PSCS shall provide all relevant information required for the compilation of the Safety File to the PSDP in a timely manner.
- The PSCS shall co-ordinate arrangements for the gathering of information from Contractors.
- The PSDP shall issue a schedule of required contents to the PSCS.

## **7.0 SAFETY LEGISLATION COMPLIANCE AND OTHER REQUIREMENTS**

### **Contractor Responsibilities**

- The Contractor's responsibilities include complying with statutory health and safety requirements under the Safety, Health & Welfare at Work Act, 2005 plus all current statutory instruments e.g. Safety Health & Welfare at Work (Construction) Regulations of 2006 as applicable and the Safety Health & Welfare at Work (General Application) Regulations of 2007.
- The Contractor must additionally comply with the Project Supervisor Construction Stage (PSCS) Safety Plan for the duration of the project.
- The Contractor is obliged to secure further information regarding the PSCS requirements and safety requirements and is familiar with it before commencing works.
- Scheduling must be co-ordinated via the PSCS at a weekly contractor meeting.

## **8.0 EXISTING DRAWINGS AND DOCUMENTS**

- All existing drawings and documents will be kept available by the Client and PSDP during the project.
- All relevant drawings will be maintained in the site office by the PSCS during the construction phase of the project.
- This Preliminary Safety and Health Plan will be expanded by the PSCS to formulate the Safety and Health Plan for Construction.

## **9.0 GENERAL PRINCIPLES OF PREVENTION**

- Avoidance of risk
- Evaluation of unavoidable risk
- Combating of risks at source
- Adaptation of work to the individual
- Adaptation of the place of work to technical progress
- Replacement of dangerous articles/systems with safer ones
- Use of an adequate prevention policy (use of new technology, social and human factors, organisation of work etc.)
- Favouring collective measures over individual protection
- Providing appropriate training and instructions to employees.

### **9.1 Non-Exhaustive List of Matters to be considered in Particular as regards the Application of the General Principles of Prevention to Construction Work under the 2006 Regulations**

1. Keeping the construction site in good order and in a satisfactory state of cleanliness.
2. Choosing the location of workstations bearing in mind how access to them is obtained, and determining routes or areas for the passage and movement of equipment.
3. The conditions under which various materials are handled.
4. Technical maintenance, pre-commissioning checks and regular checks on installations and equipment with a view to correcting any faults which might affect the safety, health and welfare of persons at work.
5. The demarcation and laying-out of areas for the storage of various materials, in particular where dangerous materials or substances are concerned.
6. The conditions under which the dangerous materials used are removed.
7. The storage and disposal or removal of waste and debris.
8. The adaptation, based on progress made on the construction site, of the actual time to be allocated for the various types of work or work stages.
9. Co-operation between employers and self employed persons
10. Interaction with industrial activities at the place within which or in the vicinity of which the construction site is located

## APPENDIX 1

### **Duties of Project Supervisor Construction Stage (PSCS) as outlined in the Safety, Health and Welfare at Work (Construction) Regulations (current revision)**

- Co-ordinate the identification of hazards, the elimination of the hazards or the reduction of risks during construction
- Develop the Safety and Health Plan initially by the PSDP before construction commences
- Co-ordinate the implementation of the construction regulations by contractors
- Organise cooperation between contractors and the provision of information
- Co-ordinate the reporting of accidents to the Authority
- Notify the Authority before construction where construction is likely to take more than 500 person days or 30 working days
- Provide information to the site safety representatives
- Co-ordinate the checking of safe working procedures
- Co-ordinate measures to restrict entry on to the site
- Co-ordinate the provision and maintenance of welfare facilities
- Co-ordinate arrangements to ensure that craft, general construction workers and security workers have a Safety Awareness card, e.g., Safe Pass and Construction Skills card where required
- Co-ordinate the appointment of a site safety representative where more than 20 persons on site
- Appoint a safety advisor where there are more than 100 on site
- Provide all necessary safety file information to the PSDP
- Monitor the compliance of contractors and others and take corrective action where necessary
- Notify the Authority and the client of non-compliance with any written directions issued
- The PSCS may issue directions to designers and contractors

## **APPENDIX 2**

### **Recommended Contents of the Safety File:**

- AF1 & AF2 Notification (where applicable)
- Safety Plan (PSCS/PSDP)
- Design Risk Assessments
- Contractors Method Statements
- Contractors Risk Assessments
- Meeting Minutes
- Construction drawings, specifications and bills of quantities.
- Design calculations.
- Design Specifications
- General design criteria including floor loadings and construction methods.
- Details of the location and nature of utilities and services, including emergency and fire fighting systems.
- As Built Drawings
- Control system settings
- Commissioning certificates
- Equipment Operation & Maintenance Manuals
- Materials QC Information E.G:
  - o Concrete cube tests, schedules and checks prior to pour.
  - o Reinforcing steel quality cert.'s,
  - o Structural steel quality info
- Statutory pressure test information – steam boilers, air receivers, compressors, lifting equipment
- Statutory load test information – overhead cranes and runway beams and associated hoists
- Fall protection equipment – tie off points and associated equipment test information and CE certification
- Lifts or hoists statutory test information.
- Material Safety Data Sheets.
- Start up & shut down procedures
- Man made mineral fibre log - Register of fibrous insulation materials, quantities installed and where with associated SDS sheets.