

	Westmeath County Council Preliminary Safety & Health Plan	
	Title: Preliminary Safety and Health Plan	
	Prepared By: Vincent Costello	Date: Sept 2026

1. Description of Project/Works	Maintenance and Response Repairs of Mechanical Services and Associated Works to Local Authority Housing and Buildings in County Westmeath.	
2. Location of Project/Works	Various locations throughout the county of Westmeath	
3. Road Type (if applicable. See page 9 for definitions of Level 1-6)	Level 1 ☒ Level 2 ☐ Level 3 ☐ Level 4 ☐ Level 5 ☐ Level 6 ☐	
4. Introduction:	<i>A Preliminary Safety & Health Plan must be completed by the PSDP for all projects if work is planned to last longer than 30 days or exceed 500 person days or if the works involve a particular risk as per section 15</i>	
5. Objectives:	<i>To ensure the safety, health and welfare of persons connected with this work and that of any person who could be affected by the work and in particular members of the public.</i>	
6. Name of Client:	Westmeath County Council, County Buildings, Mullingar, Co. Westmeath.	
7. Commencement/Time Details: (Insert expected start date and expected completion date)	Start Date: Nov 2026 Expected Completion Date: Nov 2028	
8. Provide names and contact details of relevant organizations /persons as necessary		
Project Supervisor Design Process (PSDP):	Westmeath County Council	
Designers:	Westmeath County Council	
Project Supervisor Construction Stage (PSCS) if known:	Appointed Contractor	
Site Temporary Traffic Management Designer TTMD (where relevant)	NA	
Contractors:	Appointed Contractor	
Details of consultants: (where applicable)	N/A	
9. Notification to HSA	YES ☒ NO ☐ <i>Notification to the HSA is required if work is planned to last longer than 30 days or 500 person days (See section 15 on the next page)</i> <i>The Client must use Form AF1 to notify the HSA as soon as possible.</i>	
10. Existing Drawings or Specifications:	List/Attach any available Existing Drawings or Existing Safety File applicable to this work:	
11. Detail arrangements for communication with PSDP,PSCS, Contractors as appropriate e.g. pre-start meeting/schedule for ongoing meetings:	Prestart Meeting: After issue of Letter of Acceptance Ongoing Project Meetings: Daily ☐ Weekly ☐ Monthly ☒ End of Project Meeting: N/A	
12. Details for Monitoring and Review of the Project/Works		
13. Emergency Arrangements(give name and contact details)	Hospital:	999/112
	Doctor:	999/112
	Gardai:	999/112
	First Aider (If you are aware)	

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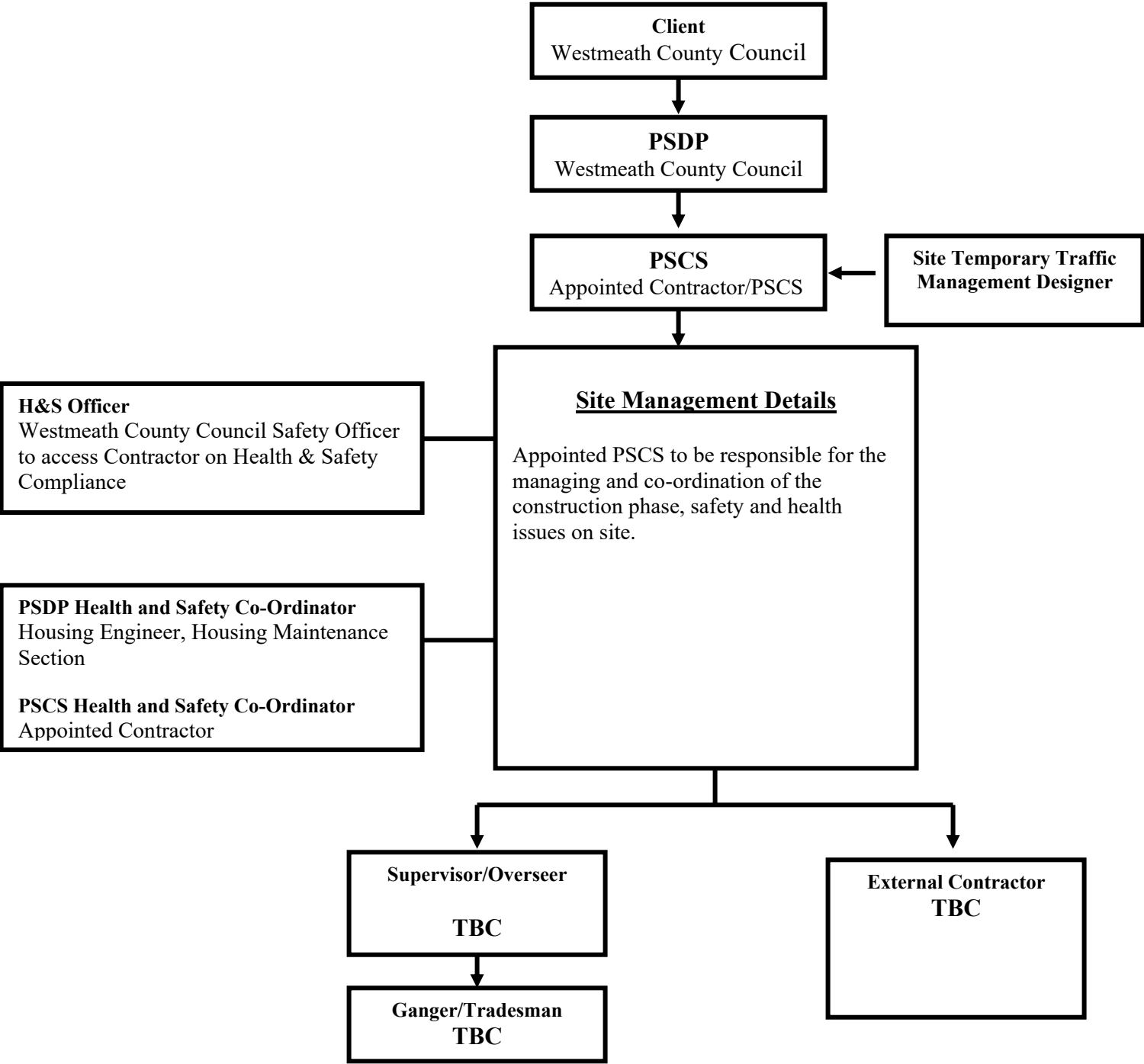
14. Existing Environment: (please note this is a non-exhaustive list add further information where required)	Item		Y/N,NA	Comments
	Known Existing Services			
	• Water Mains		Y	Service connections for water,
	• Underground Electrical services		Y	gas, electricity to be located
	• Overhead Electrical Services		Y	prior to commencement of
	• Gas Supply		Y	Works.
	• Telephone Supply		Y	Underground cable detection to
	• Broadband Supply		Y	be carried out using CAT scan
	• Sewage Lines		Y	or similar device, utility company to be contacted.
	Area Access or Egress Issues		Y	Urban access issues, may have to call a number of times to gain access.
	Poor Site Visibility		NA	
	Poor ground conditions/Contaminated Land		NA	
	Other activities in area? (schools/crèches)		Y	Works will be in urban and rural settings adjacent to other activities (SSWP to be completed at each site prior to commencement of Works)
	Adjacent land use		NA	
	Existing Structures/Hazardous Materials		Y	SSWP to be completed at each site prior to commencement of Works
	Restrictions on Working Hours		N	
15. Particular Risks to Safety and Health:	Item		Y/N,NA	Comments
	01	Falls from Height	Y	SSWP to be completed. Refer to relevant HSA Code of Practice & Guide to the Safety, Health and Welfare at Work (General Applications) Regulations 2007, Part 4: Work at Height
	02	Risk of burial under earth falls	NA	
	03	Engulfment in swampland	NA	
	04	Risk from chemical or biological substance	Y	Wear appropriate PPE
	05	Work with ionizing radiation	NA	
	06	Work near High Voltage Lines	N	
	07	Risk of drowning	N	
	08	Work on wells, underground earthworks or tunnels	Y	SSWP to be completed
	09	Work carried out by divers having a system of air supply	NA	
	10	Work in a caisson with a compressed air atmosphere	NA	
	11	Work involving use of explosives	N	
	12	Assembly or dismantling of heavy prefabricated components	Y	SSWP to be completed
	13	Other (list)	Y	All works to be carried out by registered plumbers with in- date certification. Contractor to be registered with the following organizations and have in-date

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			certification
			• RGII for work on gas operated appliances, • SEAI for work on energy systems eg Solar Heating Panels • FGas for work on solar panels and air-to-water heat pumps.

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16. Project Structure *(Insert/Delete/NA as appropriate)*



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Hazards and risks associated with the works along with hazards and risk associated with maintenance works on completion of the project must be considered. The list below is non-exhaustive		
Hazard Identification/Risk Assessment	Risk Rating	Possible Control Measures for PSCS to consider
<i>Hazards</i> (Please identify site hazards)	H/M/L/NA	
Live Traffic / High Speed Traffic Road Layout Poor Weather Conditions	M M M	-Site to be investigated (PPE to be worn as applicable) -Traffic management plan to be drawn up / in place -Liaise with Gardai if required -Erect signage as per traffic management plan. -Roadworks ahead sign to be first sign to be put in position, work from there to centre of works) -Staff erecting traffic management to face oncoming traffic at all times and be vigilant -In adverse weather conditions (fog, heavy rain, snow, ice) adjust/increase warning signage according -Remove / cut back road side growth where required (low tree branches) -Ensure all signage/guard rails erected to be maintained in good condition & clean
Working close to the Public (Pedestrians, Cyclists, Children)	H	-Liaise with house owners & business etc. where required -Ensure that pedestrians / cyclists / vehicles movements are considered & controls implemented on site.Traffic management plan to be in place if required -Install Fencing,hoarding & barriers where required -Allow for lighting of routes where required -Ensure control of build up of muck/dust -Ensure tools & equipment are secure when not in use -Ensure work site & equipment is left safe/secure at end of working shift (exposed wiring, excavations/holes, reconnect water supply,housekeeping)
Lifting Operations	M	-Use certified lifting appliance (check valves) & lifting gear (chains/slides etc) -Check equipment before use. -Plan lift. Slinger/signaller to be used.Use guide ropes where required -Exclusion zone under lift area. -Weather conditions to be taken into account
Plant & Machinery	H	-Drivers of mobile plant to carry out pre-start checks on mobile plant -Flashing beacons, mirrors, reversing sirens and reversing cameras to be in operation on applicable plant. Roll over protection where required. - Provide protection for ground workers, where possible from live traffic and construction traffic. Plan work activities and communicate controls. -Working close to mobile plant. Ground workers not to approach vehicles from the rear. Approach from the side and signal to the driver, wait for the vehicle to stop and the driver to indicate for you to come forward. - Competent drivers to operate mobile plant and where required drivers to have CSCS tickets. -Seatbelts to be worn -All keys to be removed from plant / vehicles when not in operation -Plant Refueling to be undertaken only when the plant engine is turned off. -No naked flames in vicinity of refueling -Gas bottles to be secure in position and have flash back arrestors fitted. -All rotating shafts, augers, PTOs etc. to be adequately guarded. -Locking pins to be in use on quick release attachments -Transporter Trailers to be hitched to towing vehicles when loading and unloading -Bitumen boilers (when in operation) to be supervised at all times Thermal cut out to be fitted to boiler. Bitumen Boiler to be returned to depot at close of working day -Always park plant safely & secure especially if left on site overnight

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Hazards (Please identify site hazards)	H/M/L/NA	Possible Control Measures for PSCS to consider
Working with Hand Tools & Power tools	H	-Always select the correct tool for the relevant job -Handtools/Power tools to be in good condition. Guards to be in place -Staff member to be trained/informed in use e.g. consaw training -Only 110volt appliances allowed to be used on site if required -Vibration controls when using Jackhammers. (alternating work) -Anti-whip lines to be installed on air compressor connections -Dust suppression to be in place where required. Correct PPE to be worn - Ensure protective guards are present on power tools where required. E.g. Angle Grinders
Excavations/Openings/Deep Drains	L	- Trained personnel to identify underground services prior to commencement of works. (CSCS Trained for Locating Underground Services) -All trenches/openings to be identified during site risk assessment. -Excavations to be appropriately fenced off and signage erected. -Batter back side of trenches -Where below 1.25m the excavation must be adequately shored/trench box <i>(may also be required for excavations less than 1.25m depending on work activity-assess)</i> -Ladders to be provided for access/egress -Spoil to be stored safely back from excavation -Wheel stops to be in place at tipping locations -No undermining of structures (e.g. walls) -Excavation to be inspected visually daily & recorded weekly on AF3 form
Working at Height/Falling Objects	H	-Correct work equipment for relevant job -Ladders to be used for short duration work only -Consider using other equipment (MEWP,Scaffolding, Nets, Bean bags etc) -All Machines/Equipment to be certified, serviceable, checked prior to use -Weather conditions to be taken into account -Secure materials stored at a height (risk of blown down by wind) -Ensure warning signage is in place -Exclusion zone to be in place for safety of persons on ground -Ensure edge protection is in place -Be vigilant for overhead powerlines -Where required, staff to be trained in use of Fall Arrest/Fall Restraint equipment and any other equipment. E.g M.E.W.P. -Excavations to be appropriately fenced off and signed.
Working with Services	H	-Refer to safety file/drawings for details on utilities -Contact service provider if required to divert/shut off. -Mark appropriately as required -Barriers and warning signs to be installed around electrical appliances under repair -No naked flames in vicinity of gas lines
Working close to water	NA	-Install edge protection where required -Life jackets to be worn where required & Ringbuoy to be available for rescue -Fall arrest equipment to be worn where required -Dive plan required if diving in operation -Rescue boat may be required (e.g fast flowing rivers etc) - Avoid entering water

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Hazards (Please identify site hazards)	H/M/L/NA	Possible Control Measures for PSCS to consider
Roof Work	H	-Unless necessary, work on a roof should not take place -Where possible works should be conducted by preventing the need for a person to go onto a roof -When working on a roof, appropriate access equipment such as crawl boards, roof ladders, walkways and planks must be used -An exclusion zone must be marked out below the works area -Perimeter to have full edge protection -Ensure an adequate system of access to the roof area is put in place -Suitable means of getting materials to the roof level should be provided. -Redundant materials and debris must not be thrown off the roof, a chute should be used -The roof and equipment should be checked each day before work to ensure that they are in a safe condition -Fall Arrest/Restraint equipment should be used where required -Weather conditions should be considered prior to commencement of work <u>-Additional precautions for Fragile Roofs</u> -Unless absolutely necessary, work on a fragile roof should not take place -Walking is not permitted on any fragile roofs except where crawl boards, walkways or roof ladders are used. These must be secured against movement. -Fragile roof signage must be fixed to the walls of buildings where access can be made to a fragile roof
Working with Scaffolds	H	-Ensure all Scaffold is erected and installed by a qualified CSCS Scaffold card holder. -Ensure scaffold is tagged "unsafe" until erection is complete. -During erection, ensure that all scaffolds have handrails at 1.0m or safety harness and inertia reels are worn. -Adhere to SWL (Safe Working Load) of scaffold. Do not overload with materials or personnel. -Ensure work platforms are clean prior to dismantle of scaffold. Do not remove lower ties until scaffold is dismantled down to that level. -A visual inspection of the scaffold must take place daily -Ensure weekly inspections are carried out on all scaffold and results of inspection are recorded on a GA3 form
Fire & Emergency	M	-Assembly point to be clearly located/agreed -Appropriate fire extinguisher & first aid kit to be available with crew
Manual Handling	H	-Risk assessment is carried out -Mechanical aids are provided where necessary -All staff to be trained in manual handling -Work to be organised to reduce manual handling where possible
Noise/Vibration	H	-Carry out site assessment & identify possible sources -Remove/reduce source of noise/vibration where possible -Inform site personnel of hazards -Provide PPE where required
Lack of PPE	H	-Appropriate PPE to worn at all times
Visibility (E.g. Fog, Night-time hours)	M	-Weather conditions to be considered prior to commencement of work -Adequate lighting is provided -General housekeeping is maintained. -Additional Signage maybe needed. -At the end of the working day, the site left safe for public use.
Structures (E.g Overhanging low tree branches?, Low Bridge.)	L	-Cutting of trees prior to diverting traffic -Consideration regarding the plant used on site/area

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Tree Cutting (Removal of trees, or overhanging branches, or verge trimming)		-All employees to be briefed before works starts on the task -All operatives to be suitably trained in the equipment they are operating. - Plan work at height and provide protections for employees -Check equipment before use. -Ensure emergency stops and guards are fitted to all equipment where required. -All employees to wear appropriate Personal protective equipment -Ensure that the area, where the tree could fall into is closed off and that no employees or members of the public are in the vicinity. Traffic management maybe required. - Ensure that the work is supervised at all times. Park cutting equipment away from the public, where possible. -Keep others clear of the cutting equipment and do not leave equipment unattended. -Suitable traffic management erected to warn other road users of the works taking place - Check area is clear, prior to using verge trimmer (Stones, structures, services etc.)
Lack of site security	H	-Vehicles locked when not in use -Fencing around work area -Signage used to warn public -Reception office (if relevant) -Arrangements made to secure site overnight/during holidays.
Other Site Specific Hazards-Please specify		

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Preliminary Traffic Management Details for consideration by Temporary Traffic Management Designer (TTMD)				
Section	Items	Details		
1.	Location of Project & Road No	Various locations & roads within the county of Westmeath		
2.	Description of the Project: Type of Roadwork's: <i>(Please circle)</i> (*Definition are outlined on the next page)	Type A	Type B	Type C
3.	Details of adjoining Roads that could be considered for Diversion	NA		
4.	Type of Traffic: <i>(Please circle)</i> Traffic Volumes (AADT):	Heavy goods/ Light Commercials / Cars/ Mixed Varies		
5.	Prevailing Traffic Speeds:	30Km/h		
6.	Speed Limit Zone: <i>(Please circle)</i>	120 Km/h 100Km/h 80Km/h 60km/h 50km/h 30Km/h		
7.	Particular Considerations on site? (Schools, crèche, shops, church, school bus run, milk deliveries etc)	Varies		
8.	Cyclists/Pedestrian Facilities on site?	Yes		
9.	Overhead Services <i>(Please circle)</i>	ESB Yes	Telecom No	Public Lighting
10.	Is Roadwork's speed Limit Order Required?	Yes <i>(Please circle)</i>	No	
11.	Is a Road Closure necessary/recommended?	Yes <i>(Please circle)</i>	No	
12.	Speed Limit Restriction for Works: <i>(Special/Advisory)</i>	50km/h <i>(Please circle)</i>	30km/hr	Other NA (Specify)
13.	Total Road Width (in metres):	Varies metres		
14.	Works Area Width	Varies metres		
15.	Lateral Safety Zone (sideways)	Varies metres		
16.	Unobstructed Road Width	Varies metres		
17.	Suggested Principal Features of traffic Management Plan <i>(Please Tick)</i> to be considered by the Temporary Traffic Management Designer		Tick	
		Closed		Lane Closure
		Closed (Local Access Only)		Signage/Cones
		Closed (Local Access) with Diversion		Speed Control Vehicle "Follow me Truck"
		Traffic Light System <i>(Garda Notification)</i>		Statutory (e.g. 80/50/30km/hr) Speed Limit
		Stop/Go System <i>(Garda Notification)</i>		Advisory Speed Limit (e.g. 55/45/35/25km/hr)
		All Stop <i>(Garda Notification)</i>		
18.	Any Other Comments	Traffic Management only required when clearing sewer blockages.		

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19.	Temporary Traffic Management Plan(s)	Internal W.C.C Roadworks: Type C Works attach template TMP (1-49) Drawing Number:
		Internal W.C.C Roadworks: Type A or B Works attach site specific TMP Drawing Number:
		External Works: Temporary Traffic Management Designer (TTMD) to produce Traffic Management Plans

Definitions

Road Classifications and Types of Static Road Works

The type of road, applicable speed limit and ADT are used to classify roads in accordance with the table below

<u>Road Classification</u>	<u>Type of Road</u>	<u>Speed Limit</u>	<u>Traffic Volume</u>
Level 1	Single Carriageway	30km/h	All traffic volumes
Level 2		50 or 60 km/h	All traffic volumes
Level 3		80 or 100km/h	ADT< 5000 vpd
Level 4		80 or 100km/h	ADT>5000 vpd
Level 5	Dual Carriageway	50, 60 or 80 km/h	All traffic volumes
Level 6		100 or 120 km/h	

ADT = Average Daily Traffic – the total two-way traffic flow on a specific day (vpd = vehicles per day).

Type of Roadwork's - Definitions;

Type A – Full-time roadwork's that remain in operation in all traffic flows and all visibility conditions. This type of works typically includes temporary traffic measures that will remain in position for a duration in excess of 24hrs.

Type B – Part-time roadwork's that remain in operation when the expected traffic flow is less than the available carriageway capacity. This type of works typically includes temporary traffic measures at off-peak times. With this type of works, the roadwork's are such that they can be removed if necessary to minimise potential traffic delays.

Type C – Roadwork's that are of a short duration and involve the use of one or two vehicles, typically maintenance to utilities or street furniture, in all visibility conditions, when the expected traffic flow is less than the available carriageway capacity and the works do not reduce the carriageway width significantly.

Attach Traffic Management Plan Drawing

- **Internal W.C.C Works: Type C Works attach template TMP (1-49) Drawing Number:**
- **Internal W.C.C Works: Type A or B Works attach site specific TMP Drawing Number:**
- **External Works: External Temporary Traffic Management Designer (TTMD) to produce Traffic Management Plans**

Note: Where unforeseen circumstances arise, the safety and health issues arising are to be submitted to the Project Supervisor (Design Process) as soon as possible after the event.

The Construction Stage Health and Safety Plan will include the above arrangements and will be revised as necessary by the PSCS.

The information contained in this Preliminary Safety and Health Plan has been prepared prior to the commencement of the work site. It does not take account of any matters or information that may come to light after that time.

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