

Health and Safety Statement

DOCUMENT CONTROL

DATE	Revision/Details/Reason	Author
16/11/21	1/Format edited; revision reset to A1 (previous 60)	TA
22/01/24	2/Reviewed; Address edited	ER
04/11/25	3/Reviewed	TA

Overall responsibility for the effectiveness of the policy lies with Toby Adam (Director). For more information, please contact this person:

Signed 

Position: Director

Last reviewed: 04/11/25

Next review: November 27

Contact us:

Gaunt Francis Architects

23 Womanby Street, Cardiff, CF10 1BR

The Clubhouse, 20 St Andrews Street, London, EC4A 3AG

Telephone +44 (0)29 2023 3993

Email info@gauntfrancis.co.uk

Health and safety policy statement

Gaunt Francis Architects places great emphasis on health and safety. Effective health and safety management is a key element in all our business objectives. The practice health and safety policy is set out in detail in the Office Manual issued to all staff.

Our statement of General Policy is:

- To provide adequate control of the health and safety risks arising from our work activities.
- To consult with our employees on matters affecting their health and safety and to provide the opportunity to raise health and safety matters at any time.
- To provide and maintain safe plant and equipment.
- To ensure safe handling and use of substances.
- To provide information, instruction and supervision for employees.
- To ensure all employees are competent to do their tasks, and to give them adequate training.
- To prevent accidents and cases of work-related ill health.
- To maintain safe and healthy working conditions.
- To monitor our H&S procedures, via a combination of pro-active and re-active monitoring and to audit, on an annual basis and by a competent person, the overall process; and
- To review and revise this policy as necessary at regular intervals.

The management of health and safety in design is governed by the Construction (Design & Management) Regulations 2015. CDM 2015 places duties on the client, designer and principal contractor to manage and coordinate health and safety during the planning, design, construction and use of a project.

By assessing the design risks inherent in design proposals and finding solutions to mitigate the risks, and working in conjunction with the Principal Designer, we ensure that health and safety is integrated into our designs. This is fundamental to ensure that Gaunt Francis Architects produces designs that can be safely constructed and maintained.