

Chittlehampton Village Hall

Designers submission - Risk Assessments

P527

January 2024

Chittlehampton Village Hall Trustees

REV	DESCRIPTION	DATE
—	Tender	January 2024

GENERAL INFORMATION

The Construction (Design and Management) Regulations (CDM 2015) are the primary set of regulations for managing construction projects' health, safety, and welfare. CDM applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance.

This document and its contents are based upon the Health & Safety Executives publication "Industry guidance for Designers Guide" which outlines the requirements applicable to designers under the CDM regulations.

The Risk Assessments have been undertaken after applying the general principles of prevention to the mechanical and electrical systems and scored utilising a "Risk Rating" matrix approach.

GENERAL PRINCIPLES OF PREVENTION

	General principles of prevention	Examples of applying them in practice
A	Avoiding risks by asking if you can get rid of the problem (or hazard) altogether.	Move air conditioning plant on a roof to ground level, so that work at height is not required for either installation or maintenance. Position a door away from a traffic route. Design a roof with a high parapet to eliminate the risk of falls.
B	Evaluating the risks that cannot be avoided.	Work out whether the effort and expense of installing a fixed access system is appropriate if an area is only occasionally reached and the work can be done using a MEWP.
C	Combating the risks at source.	Arrange for services to be isolated and diverted to where they will be away from the work area.
D	Adapting the work to the individual, especially the design of workplaces, the type of work equipment and the choice of working and production methods, with a view, in particular, to reducing the health effects of monotonous work and work at a predetermined rate.	Provide workstations at an appropriate height. Position lighting so it can be accessed easily for maintenance, such as by positioning bulkhead lights on landings and not halfway down staircases.

	General principles of prevention	Examples of applying them in practice
E	Adapting to technical progress: consider new techniques or technologies.	Specify self-cleaning glass. Prefabricate elements off site.
F	Replacing the dangerous with the non-dangerous or the less dangerous.	Switch to using a paving block that is lighter in weight. Substitute solvent-based products with water-based equivalents. Recycle tyre kerbs instead of using heavy concrete ones.
G	Developing a coherent overall prevention policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment. Set standards.	Specify that all blocks should be cut using block splitter techniques rather than mechanical cutting, which produces large amounts of harmful silica dust.
H	Giving collective protective measures priority over individual protective measures, and making provisions so that the work can be organised to reduce exposure to hazards.	Make provision for traffic routes so that barriers can be provided between pedestrians and traffic. Provide fixed edge protection (barriers) rather than running lines.
I	Giving appropriate instructions to employees.	Provide information on drawings or instructions, such as intended sequencing.

Reference - Annex D The General principles of prevention. HSE / CITB 2015 - Industry guidance for Designers

RISK RATING MATRIX

		Potential severity of harm				
		Slight - 1	Minor - 2	Moderate - 3	High - 4	Very High - 5
Likelihood of occurrence	Unlikely - 1	1	2	3	4	5
	Slight - 2	2	4	6	8	10
	Moderate - 3	3	6	9	12	15
	High - 4	4	8	12	16	20
	Very High - 5	5	10	15	20	25

RED-AMBER-GREEN (RAG) LIST

Red - Hazardous procedures, products, processes or activities that are highly specialist in nature and that should be eliminated from the project where possible.

Amber - Products, processes, procedures or activities (of a non specialist nature) likely to be undertaken or encountered on the project that are to be reduced as far as possible and only specified or allowed if unavoidable with strict controls and guidelines in place.

Green - Products, processes, procedures or activities that tend to be general in nature and that can be undertaken with controls and guidelines.

RISK RATING MATRIX SCORING

Risk Rating = Likelihood of occurrence x Potential severity of harm

DESIGNERS RISK ASSESSMENTS

Procedure Product Process Activity	Person(s) / Group at Risk	Hazard Description	Likelihood of occurrence	Potential severity of harm	Risk rating score	Procedures or Precautions recommended	Additional actions to be taken
Construction adjacent to other services	Contractor Users Public	Disruption of services or damage to services	3	3	9	Site services sweep & statutory authorities contacted where applicable	Careful excavation in the vicinity of buried services (hand dig). Site survey drawings to be used to trace & identify services. Investigate/ survey of all services within project area.
Means of escape	Contractor Users Public	Escape routes may be closed when building work is undertaken.	2	4	8	Suitable escape routes to be provided complete with direction signs & labels	All alarm systems & coverage to be maintained during project.
Operation of existing fire alarms or life protection systems	Contractor Users Public	Loss of protection / early alarm warning	2	5	10	Existing systems to be maintained until changeover to new or modified systems can be achieved so to provide full operation & coverage	Investigation of existing systems required. Part isolation of systems to be considered.
Overhead services	Contractor	Contact with overhead services	2	5	10	Ensure all overhead services are identified. Ensure safe distances maintained. Suitable warning labels & notices to be erected. Limit movement where possible in proximity.	Consider raising overhead services to safe height

Procedure Product Process Activity	Person(s) / Group at Risk	Hazard Description	Likelihood of occurrence	Potential severity of harm	Risk rating score	Procedures or Precautions recommended	Additional actions to be taken
Working at heights	Contractor Users	Fall	2	4	8	Method statements required and all equipment must be suitable for the purpose intended.	
						Heights over 2m require tower platform	
						Minimum of 2 persons required and correct PPE to be worn at all times	

PIVOTAL

Procedure Product Process Activity	Person(s) / Group at Risk	Hazard Description	Likelihood of occurrence	Potential severity of harm	Risk rating score	Procedures or Precautions recommended	Additional actions to be taken
Pedestrian movement	Contractor Users Public	Unauthorized personnel on site	1	3	3	Segregation of works from all pedestrian movement.	
						Signs, bollards and restricted access to be used.	
Manual handling	Contractor Users	Injury to person or others	2	2	4	Lift & handling training required	Limit individual personnel loads to 20kg
						Correct PPE to be used at all times	
						Assessment of loads to be complete prior to lift.	
Asbestos exposure	Contractor Users Public	Accidental exposure	2	4	8	Survey to be carried out prior to any works being undertaken so to provide identification & location of ACM's within project area. Consult Client Asbestos register.	If asbestos is found or suspected all works must stop and area must be closed off. Licensed contractor to undertake sample and if positive licensed contractor to undertake removal of all asbestos materials.
						Correct PPE to be used at all times	Report via RIDDOR.

PIVOTAL

Procedure Product Process Activity	Person(s) / Group at Risk	Hazard Description	Likelihood of occurrence	Potential severity of harm	Risk rating score	Procedures or Precautions recommended	Additional actions to be taken
Hazardous materials	Contractor Users Public	Injury to person or others via accidental exposure	2	2	4	Method statements required. Friendly alternative(s) to be used where ever possible.	Ensure suitable training is provided and all materials / substances have manufactures COSHH data sheets.
						Correct PPE to be used at all times	
						COSHH data sheets to be provided and observed.	
Disruption to existing power & lighting services	Contractor Users Public	Disruption to power & lighting leading to unsafe conditions	2	2	4	All circuits to be identified prior to any work undertaken	
						Where work to be undertaken on lighting additional temporary lighting should be provided for the duration of the works	
Isolation of mechanical services	Contractor	Unsafe isolation of mechanical services	2	5	10	Mechanical services required for isolation to be identified.	
						Where specialist services i.e air conditioning, MTHW etc. Specialists contractors to be utilised.	