

## Risk Management Form

## Street Lighting Department

Project Title: South Downs College (Car Park 6) - Proposed Lighting - Risk Assessment - R1

Project Number: MMA17011

Client: Havant and South Downs College

Date of Risk Assessment Review: 07/02/2022

|                                               |                                                                                                                                                     |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Works Stage: SITE SURVEY                      | Description of Risk: Injury from live parts in lighting column, Risk associated with live traffic, Lone working in potentially dangerous conditions |
| Risk Level: Med/High                          |                                                                                                                                                     |
| Consequences and hazards of risk              | Description: Risk of injury to yourself and the general public                                                                                      |
| Potential Impacts on other risks occurring    | Description: Risk of injury to the general public, delay to the design process and installation                                                     |
| Actions/incidents which may trigger a risk    | Description: Unsafe working, Inappropriate/Damaged Equipment, Not using PPE, Operative not suitably trained                                         |
| Actions taken to avoid risks and or incidents | Description: See actions below                                                                                                                      |
| Risk Assessment Officer:                      | Date: 07/02/2022                                                                                                                                    |

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| Risk Description: Risk of Electric Shock                                                                                                                                                                                                                                                                                                                      | Risk Description: Live Traffic                                                                                                                                                                 | Risk Description: Lone Working                                                                                                         | Risk Description: Existing Utilities                                                                                                                                                                                                                                                                                                                                                                                     |
| Risk Level: Med/High                                                                                                                                                                                                                                                                                                                                          | Risk Level: High                                                                                                                                                                               | Risk Level: High                                                                                                                       | Risk Level: High                                                                                                                                                                                                                                                                                                                                                                                                         |
| Actions arising:-<br>Wear correct PPE and ensure all equipment is checked and not damaged in anyway.<br><br>Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures.<br><br>Ensure staff are appropriately trained, Always ensure operatives are working in the safe zone. | Actions arising:-<br>Wear correct protective equipment (class III PPE as minimum requirements).<br><br>Ensure where possible operatives walk towards on coming traffic on verge (if possible). | Actions arising:-<br>Complete lone working forms, Follow procedures for notification of staff and management when visiting site alone. | Actions arising:-<br><br><b>Stats show underground HV cables and a HP Gas service in the area of the new works but away from any proposed columns. Correct/up to date stats should be obtained by the contractor / developer, and all services are to be located and identified prior to installing any lighting columns. Works should be carried out in accordance with current BS7671, G39/1, and HSE regulations.</b> |
| Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                              | Date: 07/02/2022                                                                                                                                                                               | Date: 07/02/2022                                                                                                                       | Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                                                                                         |
| Assessment Review (Signature)                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                | Name: Simon Winch                                                                                                                      | Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                                                                                         |

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| Works Stage: DESIGN                           | Description of Risk: | Description Of Risk - Lighting design does not comply with current BS5489-1:2013, Risk of injury if design does not comply, Maintenance issues with design eliminated             |
| Risk Level: Medium                            |                      |                                                                                                                                                                                   |
| Consequences and hazards of risk              | Description:         | Risk of injury to contractor, street lighting engineers and the general public                                                                                                    |
| Potential Impacts on other risks occurring    | Description:         | Lighting design is incorrect or does not comply, Risk of delaying scheme if design is un-buildable or not maintainable by contractor                                              |
| Actions/incidents which may trigger a risk    | Description:         | Lighting designer does not design out risk elements such as lighting columns near overhead power cables or in close proximity to refuge islands or other traffic calming measures |
| Actions taken to avoid risks and or incidents | Description:         | See actions below                                                                                                                                                                 |
| Risk Assessment Officer:                      | Date:                | 07/02/2022                                                                                                                                                                        |

|                                                                                                                                     |                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                  |                                                                                                                                                                         |
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| Risk Description: Design does not conform to BS5489-1:2020                                                                          | Risk Description: Injury risk if not compliant                                                                                                                                                                                                                            | Risk Description: Maintenance issues considered                                                                                                                                                                                  | Risk Description: Existing services                                                                                                                                     |
| Risk Level: Medium                                                                                                                  | Risk Level: Med/High                                                                                                                                                                                                                                                      | Risk Level: Medium                                                                                                                                                                                                               | Risk Level: High                                                                                                                                                        |
| Actions arising:-<br>Always use appropriately trained design staff.<br>Always use CDM Trained staff.<br>Ensure staff are competent. | Actions arising:-<br>Follow British and European Design Standards.<br>Always use appropriately trained staff.<br>Follow design brief issued by client.<br>Always use the appropriate lighting design packages.<br>Ensure wiring is designed to current BS7671 regulations | Actions arising:-<br>Pay attention on site for potential risks and design them out.<br>Ensure designs are checked by an appropriately qualified person.<br>Check site against design plan prior to commencement of installation. | Actions arising:-<br>During the lighting design, all proposed column positions have been located with consideration of both proposed and existing underground services. |
| Date: 07/02/2022                                                                                                                    | Date: 07/02/2022                                                                                                                                                                                                                                                          | Date: 07/02/2022                                                                                                                                                                                                                 | Date: 07/02/2022                                                                                                                                                        |

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| Risk Description: Existing Services                                                                                                                                                                                                                                                                                                                                                                           | Risk Description: | Risk Description: | Risk Description: |
| Risk Level: High                                                                                                                                                                                                                                                                                                                                                                                              | Risk Level:       | Risk Level:       | Risk Level:       |
| Actions arising:-<br>Stats show underground HV cables and a HP Gas service in the area of the new works but away from any proposed columns. Correct/up to date stats should be obtained by the contractor / developer, and all services are to be located and identified prior to installing any lighting columns. Works should be carried out in accordance with current BS7671, G39/1, and HSE regulations. | Actions arising:- | Actions arising:- | Actions arising:- |
| Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                                                                              | Date:             | Date:             | Date:             |
| Assessment Review (Signature)                                                                                                                                                                                                                                                                                                                                                                                 |                   | Name: Simon Winch | Date: 07/02/2022  |

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| Works Stage: SITE INSTALLATION                | Description of Risk: Risk of shock to contractor, Risk of injury from live traffic in carriageway, Delay in project, Cost implication if project is delayed on site installation    |
| Risk Level: High                              |                                                                                                                                                                                     |
| Consequences and hazards of risk              | Description: Risk of injury to contractor and the general public, Incorrect procedures on site could potentially delay the project completion resulting in default charges/payments |
| Potential Impacts on other risks occurring    | Description: Delay of the installation, Cost implications associated with project delay, Potential bad publicity if project is not successful                                       |
| Actions/incidents which may trigger a risk    | Description: Unsafe working, Inappropriate/Damaged Equipment, Not using PPE, Operative not suitably trained                                                                         |
| Actions taken to avoid risks and or incidents | Description: See actions below                                                                                                                                                      |
| Risk Assessment Officer:                      | Date: 07/02/2022                                                                                                                                                                    |

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| Risk Description: Risk of Electric Shock                                                                                                                                                                                                                                                                                                                     | Risk Description: Risk of Injury                                                                                                                                                                                                                                                                                                                             | Risk Description: Delay to Project                                                                                                | Risk Description: Client Duties                                                                                                                                                                                                                                                    |
| Risk Level: Medium                                                                                                                                                                                                                                                                                                                                           | Risk Level: Med/High                                                                                                                                                                                                                                                                                                                                         | Risk Level: Medium                                                                                                                | Risk Level: High                                                                                                                                                                                                                                                                   |
| Actions arising:-<br>Wear correct PPE and ensure all equipment is checked and not damaged in anyway.<br><br>Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures.<br><br>Ensure staff are appropriately trained, Always ensure operatives are working in the safe zone | Actions arising:-<br>Wear correct PPE and ensure all equipment is checked and not damaged in anyway.<br><br>Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures.<br><br>Ensure staff are appropriately trained, Always ensure operatives are working in the safe zone | Actions arising:-<br>Ensure the project is correctly managed on the ground and from the office with an agreed realistic programme | Actions arising:-<br>The 'Client' under CDM 2015 has a duty to ensure that they have commissioned a competent 'Contractor' and as such should carry out all necessary checks PRIOR to work commencing to ensure items such as Risk Assessments and Method Statements are in place. |
| Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                             | Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                             | Date: 07/02/2022                                                                                                                  | Date: 07/02/2022                                                                                                                                                                                                                                                                   |

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| Risk Description: Existing Comms / Gas / Water / Sewer Services                                                                                                                                                                                                                                                  | Risk Description: Existing services                                                                                                                                                                                                                                                                                                                                                                              | Risk Description: Existing Services                                                                                                                                                                  | Risk Description: |
| Risk Level: High                                                                                                                                                                                                                                                                                                 | Risk Level: High                                                                                                                                                                                                                                                                                                                                                                                                 | Risk Level: High                                                                                                                                                                                     | Risk Level:       |
| Actions arising:-<br>Care should be taken on site to hand dig all installation trenches/column holes.<br>Site should be surveyed with CAT/GENNY prior to excavation.<br><br>In general, installation works shall be carried out in accordance with the relevant standards including BS7671, GS6, HSG47 and G39/1 | Actions arising:-<br>Stats show underground HV cables and a HP Gas service in the area of the new works but away from any proposed columns.<br>Correct/up to date stats should be obtained by the contractor / developer, and all services are to be located and identified prior to installing any lighting columns. Works should be carried out in accordance with current BS7671, G39/1, and HSE regulations. | Actions arising:-<br>Lighting contractor to provide site specific risk assessments and method statements to ensure safe working practices, prior to carrying out street lighting installation works. | Actions arising:- |
| Date: 07/02/2022                                                                                                                                                                                                                                                                                                 | Date: 07/02/2022                                                                                                                                                                                                                                                                                                                                                                                                 | Date: 07/02/2022                                                                                                                                                                                     | Date:             |
| Assessment Review (Signature)                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                  | Name: Simon Winch                                                                                                                                                                                    | Date: 07/02/2022  |