DESIGNERS RISK ASSESSMENT

Project Title:	Midsomer Norton Town Hall - Refurbishment			**Job No.:**	ph3_014_001
Design Discipline:	Architect	**Prepared By:**	PH3 Design	**Check By**	

* **Persons at Risk:** **(1) Construction workers, (2) Members of the Public, (3) Client, (4) Building Control**

** **Action by:**

Principle Designer – include in the pre-construction information
Principal Contractor – manage risk during the construction phase
Other designer – take into consideration when preparing their designs
Project Manager – pass information to team members
Client – pass information to team members

Ref.	Activity	Hazard	Persons at Risk	Risk Severity	Design Measures taken, or being taken to eliminate or reduce the hazard	Information on the Residual Risk	Date Issued Raised	Action Req'd by:
HZD.01	1.7	**Ensure site compound is secure, and access into building separates Contractors from Public.**	**1**	**9**	Principle contractor to provide site compound / access inormation showing how contractors and public are separated. Consider forming new openings at rear of the building early on in programme.	Site compound drawing to be provided and kept within the project health and safety file.	**11th February 2022**	**PC**
HZD.02	1.9	**Second Floor of building to be occupied during part of the works.**	**1,2**	**9**	Ensure Fire Alarm and evacuation procedures, including access from external escape to point of safety, are clearly identified, prior to Principal contractor taking posession of site. Access to lift to be maintained as far as possible during the works - Principal c=contractor to provide information of protection of routes, and details of when access will be restricted.	Details of site compound, building security and temporary works to be issued by main contractor.	**11th February 2022**	**PC, PM**
HZD.03	1.10	**Removal of windows on Market Square and High Street elevartions especially, to be carefully managed to protect the public. Management of occupation of Second floor to be considered.**	1,2	**6**	Contractor to provide method statements for means of access and handling during works to front elevation and Market Square.	Method statements are to be prepared relating to the temporary works (e.g. external scaffolding) and kept within the project health and safety file.	**11th February 2022**	**PC**
HZD.04	1.11	**The premises will be partially occupied during the construction phase.**	**1,2**	**9**	Ensure Fire Alarm and evacuation procedures, including access from external escape to point of safety, are clearly identified, prior to Principal contractor taking posession of site. Access to lift to be maintained as far as possible during the works - Principal c=contractor to provide information of protection of routes, and details of when access will be restricted. Premises must be vacant during strucutral works to Assembly Room.	Method Statements for Structural Works, inculding temporary support, to be provided by Principal Contractor and kept within the project health and safety file. PC to liaise with Client regarding programme and occupation of building.	**11th February 2022**	**PM, PC, C**
HZD.05	1.14	**Asbestos survey has identified 3 area where asbestos is present.**	**1**	**5**	All asbestos related materials to be removed from site as part of the works.	Method statements for removal of asbestos to be provided and kept within the project health and safety file.	**11th February 2022**	**PC**
HZD.06	3.1,4.2, 4.2 & 9.6	**Excavations for foundations to new columns and Ground Floor Slab to be 1.7m deep.**	**1**	**5**	All works within zone of influence of existing foundations to be to Structural Engineers details.	Method statements for deep excavations to be provided and kept within the project health and safety file.	**11th February 2022**	**PC, O(SE)**
HZD.07	5.6 & 14.3	**Large plant (Air Handling Unit) to be installed at high level.**	**1**	**3**	Consider splitting large unit into smaller components. All proposals to meet satisfaction of M&E consultant.	Method statements for Air Handling installation to be provided by PC and kept within the project health and safety file.	**11th February 2022**	**PC, O(M&E)**
HZD.08	8.1	**Suitable access arrangements to be made for new steelwork at Assembly Floor Level.**	**1,2**	**8**	Sequence of structural works to Assembly Room Floor / Market Hall to be co-ordinated with demolition works, and agreed with Structural Engineer, to ensure structural stability maintained throughout works.	Method statements and programme of works are to be prepared relating to works to upper floor.	**11th February 2022**	**PC, O(SE)**
HZD.09	8.2	**Large pieces of steel installed to Market Hall, and in Assembly Room Floor.**	**1,2**	**8**	Provide details of access arrangements for installation of high level steelwork, and agree with Structural Engineer, to ensure structural stability maintained throughout works.	Method statements and programme of works are to be prepared relating to works to upper floor.	**11th February 2022**	**PC, O(SE)**
HZD.10	8.3	**Ensure support of existing central beam and existing floors during new structural works.**	**1,2**	**9**	Ensure stabiloty of central supporting wall during installation of new steelwork. Agree level of demolition / strip out with Structural Engineer.	Method statements and programme of works are to be prepared relating to works to upper floor.	**11th February 2022**	**PC, O(SE)**
HZD.11	8.4	**Consider access to form new steel connections within Assmebly Room floor zone.**	**1,2**	**3**	Access to floor zone fro below only. Agree method of connection / fixing with Structural Engineer.	Method statements for Steel installtion are to be prepared relating to works to upper floor.	**11th February 2022**	**PC, O(SE)**
HZD.12	8.5	**Central wall supporting main beam to be used as support while new steelwork installed.**	**1**	**8**	Sequence of structural works to Assembly Room Floor / Market Hall to be co-ordinated with demolition works, and agreed with Structural Engineer, to ensure structural stability maintained throughout works.	Method statements and programme of works are to be prepared relating to works to upper floor.	**11th February 2022**	**PC, O(SE)**
HZD.13	8.7	**Steel below damp proof membrane not accessible following completion of works.**	**1**	**5**	Ensure all new steelwork below Damp Proof Membrane suitably protected from moisture ingress. Method of protection to be agreed with Structrual Engineer.	Method of damp proofing to be submitted and kept within the health and safety file.	**11th February 2022**	**PC, O(SE)**
HZD.14	10.5	**Large sections of stone potentially required for new infill works.**	**1**	**4**	Minimise sizes of stone to limit overall weight. Provide access and lifting equipment for work at high level.	Method statements for installation of new stonework are to be prepared relating to works to upper floor.	**11th February 2022**	**PC**
HZD.15	13.1	**Large sections of glazing to be installed**	**1**	**4**	Access restricted and wieght of glazing to lobby / landing to be considered. New historic glazing in original windows to be fitted in-situ at high level.	Method statements for installation of new frameless glazing to be prepared relating to works to upper floor.	**11th February 2022**	**PC**

HZD.16	13.4	**Damage to exsiting panes to be reported to architect. Suitable access provided to replace original panes in-situ, at height.**	**1**	**4**	Replacement historic glazing in 0riginal windows to be fitted in-situ at high level.	Method statements for installation of historic glazing to be prepared relating to works to upper floor.	**11th February 2022**	**PC**
HZD.17	16.4	**Removal of existing windows at high level. Removal of central, 2 storey high, supporting wall.**	**1**	**8**	Sequence of demolition works to be agreed with Structural Engineer. Access to external sections of wall at high level to be provided.	Method Statements for Structural Works, and external access at height to be provided by PC and kept within the project health and safety file. PC to liaise with Client regarding programme and occupation of building.	**11th February 2022**	**PC, O(SE)**
HZD.18	16.5	**Ensure support of existing central beam and existing floors during new structural works. Central load bearing wall to be left in situ until new steelwork in place.**	**1**	**6**	Sequence of demolition works to be agreed with Structural Engineer. Extent of existing first floor structure to be removed initially, to be agreed with Structural Engineer	Method Statements for temporary support, including central wall and existing floors, to be provided by PC and kept within the project health and safety file. PC to liaise with Client regarding programme and occupation of building.	**11th February 2022**	**PC, O(SE)**