

Safety in Design Report  
COR-FM-022

22 December 2017

# Document Control

|  |  |
| --- | --- |
| **Risk Assessment** | COR-FM-022 – Safety in Design Report |
| **Date Issued** | 22 December 2017 |
| **Version** | 1.0 |
| **Prepared by** | Health Safety & Environmental Systems Coordinator – Inland Rail |
| **Purpose** | Reporting of Safety in Design Risks |
| **Endorsed by** | David Foster – Inland Rail Senior Design Manager |
| **Approved By** | Iva Dinolova – Inland Rail Programme Technical Manager |
| **Date Approved** | 22 December 2017 |

# Table of Contents

[Document Control 2](#_Toc489010212)

[Table of Contents 3](#_Toc489010213)

[1 Introduction 4](#_Toc489010214)

[1.1 Purpose of this Document 4](#_Toc489010215)

[1.2 Safety in Design 4](#_Toc489010216)

[2 Project Safety in Design Methodology 4](#_Toc489010217)

[2.1 Safety in Design Workshops 4](#_Toc489010218)

[2.2 Record of Workshops and Attendees 4](#_Toc489010219)

[2.3 Future Safety in Design Activities, Recommendations and Actions 4](#_Toc489010220)

[3 Residual Health and Safety Risks 5](#_Toc489010221)

[3.1 Top 5 Construction Residual Health and Safety Risks 5](#_Toc489010222)

[3.2 Top 5 Operational and Maintenance Residual Health and Safety Risks 5](#_Toc489010223)

[3.3 Top 5 Decommissioning, Demolition and Disposal Residual Health and Safety Risks 5](#_Toc489010224)

[3.4 Safety in Design Register 5](#_Toc489010225)

[3.5 Other Safety in Design Documentation 5](#_Toc489010226)

[4 Safety in Design Gateway Approval 6](#_Toc489010227)

[Appendix A – Record of Workshops and Attendance 7](#_Toc489010228)

[Appendix B - Safety in Design Register 8](#_Toc489010229)

[Appendix C – Other Safety in Design Documentation 9](#_Toc489010230)

# Introduction

## Purpose of this Document

The purpose of this document is to record and communicate information regarding the Safety in Design (SiD) activities conducted as part of the SiD review of a particular package of works. This document summaries all SiD activities undertaken during the SiD review process and provides details of the design’s residual health and safety risks in relation to construction, operation and maintenance, decommissioning, demolition and disposal.

## Safety in Design

[INSERT DETAILS OF THE SCOPE OF THIS REVIEW E.G. DESIGN PACKAGE]

# Project Safety in Design Methodology

The following section provides details of the SiD activities conducted as part of this SiD Review.

## Safety in Design Workshops

Table 1 Summary schedule of workshops conducted

| Workshop Conducted | Key Parties on Attendees | Date |
| --- | --- | --- |
| *Eg. Civils and infrastructure SiD Workshop* | *Eg. Client Civils Contractor* | *Eg. Date* |
|  |  |  |
|  |  |  |
|  |  |  |

INSERT DETAILS OF THE SID METHODOLOGY UTILISED DURING THE REVIEW PROCESS INCLUDING DETAILS OF WORKSHOPS, ATTENDEES, RISK MANAGEMENT PROCEDURES USED, SID PROMPT CHECKLISTS UTILISED, ADDITIONAL TECHNICAL OR SAFETY ANALYSIS USED ETC.

## Record of Workshops and Attendees

Refer to ‘Appendix A: Record of Workshops’ and attendance for a complete record of all completed SiD workshop templates completed as part of this review, including a record of attendance for all workshops conducted.

## Future Safety in Design Activities, Recommendations and Actions

INSERT DETAILS OF PLANNED FUTURE SID ACTIVITIES AND ACTIONS TO BE CONDUCTED IN LINE WITH THE PROJECT SID ACTION PLAN

# Residual Health and Safety Risks

The following sections provide details of all residual SiD risks identified in relation to the design across the project’s lifecycle.

*Note that in selecting these hazards, the focus is on hazards which are specific to this design, not the generic structure or plant design.*

## Top 5 Construction Residual Health and Safety Risks

| Reference Number | Hazard Description | Control Measure | Risk Rating |
| --- | --- | --- | --- |
| *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Top 5 Operational and Maintenance Residual Health and Safety Risks

| Reference Number | Hazard Description | Control Measure | Risk Rating |
| --- | --- | --- | --- |
| *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Top 5 Decommissioning, Demolition and Disposal Residual Health and Safety Risks

| Reference Number | Hazard Description | Control Measure | Risk Rating |
| --- | --- | --- | --- |
| *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* | *(From SiD Register)* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Safety in Design Register

Refer to Appendix B – Safety in Design Risk Template for full details of all residual risks, controls and actions relevant to the lifecycle of the design.

## Other Safety in Design Documentation

Refer to ‘Appendix C – Other Safety in Design Documentation’ for a record of all the relevant SiD documentation .e.g. records of calculations and analysis conducted, verification of calculations, demolition sequence drawings etc.

# Safety in Design Gateway Approval

| SiD Progress to Design Phase Gateway: | | | | |
| --- | --- | --- | --- | --- |
| **Note:** This Gateway Check List template must be completed in full and signed off as a prerequisite to the release of each Design Package. | | | | |
| **Project:**  **Design Package Reference:** | | | | |
| **Description of Design Package Scope:** | | | | |
| **SiD Gateway Checklist:**   1. SiD Register has been updated to include all relevant residual design risks 2. Designer Safety Report has been compiled, detailing all relevant residual design risks, including records of attendance to all SiD workshops and analysis 3. SiD Register and Designer Safety Report have been communicated to the relevant stakeholders 4. Safety Requirements have been captured in Project SiD Risk Template and where required transferred to relevant stakeholder. 5. **All relevant residual design risks have been eliminated or reduced ‘So Far As Is Reasonably Practicable’ by the proposed control measures and are deemed acceptable to progress to next phase of works** | | | |  |
| **Design Manager (for completion of the above checklist)**  **Sign:** | | | **Date:** | |
| **Project Manager (for completion of the above checklist)**  **Sign:** | | | **Date:** | |
| **Designer (that the design and this report satisfy health and safety legislative requirements)** | | | | |
| **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |
| 1. **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |
| 1. **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |
| 1. **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |
| 1. **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |
| 1. **Name:** | | **Company:** | | |
| **Disciple:** | **Date:** | **Sign:** | | |

# Appendix A – Record of Workshops and Attendance

INSERT ALL RECORDS OF SiD WORKSHOPS CONDUCTED AS PART OF THIS REVIEW, INCLUDING ALL WORKSHOP TEMPLATES, ATTENDANCE FORMS ETC.

# Appendix B - Safety in Design Register

ATTACH A COPY OF THE PROJECT'S SID RISK TEMPLATE, FEATURING ALL RELEVANT IDENTIFIED RESIDUAL RISKS

# Appendix C – Other Safety in Design Documentation

ATTACH ANY OTHER RELEVANT SID INFORMATION RELEVANT TO THE RISKS IDENTIFIED, E.G. RECORD OF CALCULATIONS AND ANALYSIS, CALCULATION VARIFICATION FORMS, RESIDUAL RISK DRAWINGS, DEMOLITION SEQUENCE DRAWINGS.