



## Flat Roof Pre-access Hazard Identification Report

### 01.013 - ROOTES SOCIAL

Date undertaken 18<sup>th</sup> October 2023

Prepared for

University of Warwick,  
Coventry,  
CV4 7AL

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On behalf of University of Warwick  
Estates

## Executive Summary

01.013 Rootes Social Building, Central Campus

### Key Hazards

- Slips, trips and falls around the site: The walkways are very well laid out, including gantries over plant. However, should the need arise to venture off the access pathway, the proximity of plant equipment may present awkward obstacles to work around.
- Fixed vertical galvanised ladder leading to the plant room and a fixed vertical galvanised loop ladder leading to the upper roof area.
- High winds and gusts; your permit may be cancelled if winds are above the UoW action level but you must always adequately risk assess weather hazards for your own purposes.
- Falls from height; whilst there is edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials, and tools, especially in high winds.
- Access to the roof in places is restricted and narrow so adequate consideration must be made for tools, equipment and materials to be moved to the roof internally or externally.

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VERSION	DATE	DESCRIPTION	CREATED BY	REVIEWED BY
1.0	18/10/2023	First Issue	SA/TM	JC

## **1. BRIEF**

This report is provided as a record of our inspection of access routes and identification of hazards in accessing and being on the flat roof sections of the Rootes Social Building, Building Number 01.013. Site specific risk assessments for access to the work area and the work to be undertaken are the responsibility of those undertaking the work. This report is not a risk assessment, it is intended to provide a helpful guide to access and identify known hazards associated with accessing and attendance on the roof. The list of hazards is not exhaustive and is not a substitute for anyone undertaking their own assessment. Contractors are expected to comply with current Health and Safety Legislation and to have met all other requirements of the University in working on Campus (read and signed the Code of Conduct, watched the University Code of Conduct video, received local induction etc) under separate cover.

## **2. DATE OF INSPECTION**

18<sup>th</sup> October 2023

## **3. ACCESS**

**3.1** A roof access permit will need to be requested with suitable RAMS at least 72 hours before it is required for any planned work. If approved, the permit is issued to the permit requester via email, usually the day before it is required. If a roof access card is required, the Permit Office issues instructions to the permit requester to say how this should be collected. Contractors should sign in on site as agreed with their Contract Supervisor. For this roof you will require; a permit and a Salto fob to access the plant room door leading to the ladder and for the door leading to the external roof.

**3.2** When you reach the Rootes Social Building, you will need to approach from the northwest side and access the building through the front doors. There is no reception to sign in at in this building.

**3.3** Proceed up the stairs to the second floor through the double doors to the right. At the top of the stairs turn right and the first door on the right will lead you to a plant room door with Salto access, which contains a vertical metal ladder leading to a plant room area with a door leading to the roof.

**3.4** Once through the initial door ensure the door is closed and locked behind you. There is a galvanised steel staircase, proceed up that stair leading to the plant room. There are double doors in the far-left leading to the roof top level staging area.

## **4. PARKING**

Parking is very limited on campus. Specialist contractor parking may be pre-booked with your University Contact/Project Manager if you are eligible and can be found to the rear of Rootes Social.

## **5. WELFARE**

**5.1** Access to the welfare facilities in Rootes Social are available for your use.

**5.2** There are various shops & coffee shops within Rootes Social and nearby for food and drink and toilet facilities.

**5.3** There must be at least one first aider on site at all times which should be organised by the Competent Person. Lone working on roofs is prohibited.

**5.4** There must be an adequate provision of first aid kits provided by the Competent Person.

**5.5** Waste must be collected and disposed of appropriately by the Competent Person. If the Competent Person is an external contractor, they should remove any waste from the site and dispose of it according to their company policy. University employees should remove any waste or redundant equipment from the roof area and dispose of it according to University policy and guidance.

## **6. SEASONAL INFORMATION**

**6.1** The site is in its best condition from May to September in which it is typically mostly dry.

**6.3** It must be taken into consideration by the user that in wet or freezing conditions throughout the year the ground and roofs may present an additional risk of slips, trips, and falls.

**6.4** In the autumn and winter months, it will be dark at the extremes of the working day and low light conditions may occur throughout the day. The Competent Person will need to assess if temporary lighting may be required.

**6.5** Operatives should wear appropriate clothing for the weather conditions and in spring, summer and early autumn, operatives should ensure to protect against UV skin damage.

### **7. GENERAL HAZARDS**

**7.1** Slips, trips, and falls around the site. Should the need arise to venture off the access pathway, the proximity of plant/equipment may present awkward obstacles to work around.

**7.2** High winds and gusts: Your permit will only be issued to go ahead if winds are below the UoW action level, but this must be adequately risk assessed for your own purposes.

**7.3** Falls from height: Whilst there is edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.

### **8. OVERHEAD CABLES/PIPEWORK**

**8.1** There are no overhead cables on site.

### **9. SITE SPECIFIC HAZARDS**

**9.1** Slips, trips and falls around the site: The walkways are very well laid out, including gantries over plant. However, should the need arise to venture off the access pathway, the proximity of plant equipment may present awkward obstacles to work around. Under no circumstances should the plant/equipment be stood upon.

**9.2** There is a vertical fixed galvanised steel ladder to access the plant room and an external fixed vertical galvanised loop ladder to access the higher roof.

**9.3** Access to the roof in places is restricted and narrow so adequate consideration must be made for tools, equipment and materials to be moved to the roof internally or externally.

**9.4** Falls from height; whilst there is edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials, and tools, especially in high winds.

10. APPENDIX A: SITE PICTURES



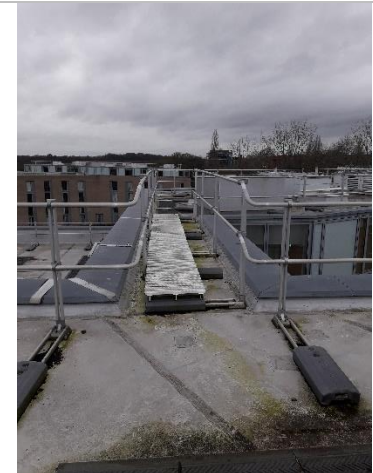
External Roof



Edge protection



External Roof



Gantries over plant



External Roof



Galvanised Steel fixed ladder leading to the higher roof.



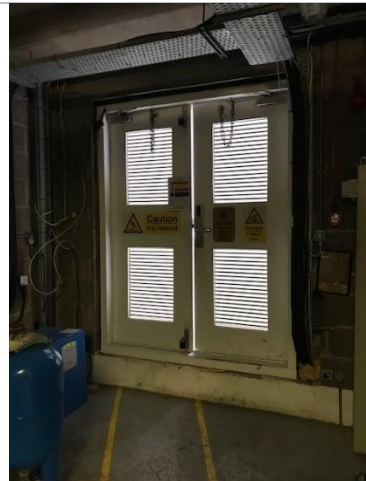
Steps leading to Galvanised Steel fixed ladder



Galvanised steel fixed ladder



Plant Room



Double doors with Salto access leading to the external roof.



**11. CAMPUS ORIENTATION**

| Red Circle = Rootes Social Building



