



Flat Roof Pre-access Hazard Identification Report

**01.385, 01.386, 01.387, 01.388, 01.389, 01.390 CRYFIELD
VILLAGE RESIDENCES 4-9**

Date undertaken 28th November 2023

Prepared for
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Estates

Executive Summary

Building 01.385, 01.386, 01.387, 01.388, 01.389, 01.390. Cryfield Village Residences 4-9, Central Campus

Key Hazards

- Access to the various roofs is via a fixed galvanised ladder and roof access hatches.
- 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 ballast loose stone may be unstable under foot and the proximity of other plant may present awkward obstacles to work around.
- 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.
- Falls and trips onto PV Panels, skylights and plant.
- 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	28/11/2023	First Issue	TM/SA	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 buildings 01.385, 01.386, 01.387, 01.388, 01.389 and 01.390 Cryfield Village Residences 4-9, Central Campus. 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

28th November 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 for roof access.

3.2 You will need to sign in at the Cryfield Residences “Hub”, before accessing any of the roofs.

3.3 In all the blocks you will need to proceed up the stairs or use the lift where available to the top floor. Specific instructions as follows:

3.3.1. Cryfield 4: Through the main doors to apartment 4G. Roof Salto access through two doors and access the stairs to the right to the third floor. Reaching the third floor ahead is the door to access the galvanised staircase and then the hatch with a twist handle to access the roof.

3.3.2. Cryfield 5: Through the external access next to apartment 5G. Roof Salto access through 1st floor and 3rd floor gate. Reaching the 4th floor to roof staging area.

3.3.3. Cryfield 6: Through the main doors the lift/stairs are to the left. On reaching the 4th floor turn right to access door via Roof Salto card. Asset tag EX00100722. This will lead to a red door allowing access to the lower roof area. To access the higher level roof you will find a fixed galvanised ladder leading to a roof hatch with a twist lock.

- 3.3.4. Cryfield 7: Through the main doors the lift/stairs are to the left, upon reaching the 6th floor turn right to access door via Roof Salto card. This will lead to access to the lower roof area to the left. To access the higher level roof you will find a fixed galvanised ladder.
- 3.3.5. Cryfield 8: Through the external access next to the last apartment. Roof Salto access through ground floor and 2nd floor gate. Reaching the 4th floor to roof staging area.
- 3.3.6. Cryfield 9: Through the main door take the lift or the stairs to the third floor. As you exit the lift there is a door to the right accessed via Salto card. Here you will find a fixed galvanised vertical ladder. This will lead to a hatch with a twist lock leading to roof staging area.

4. PARKING

- 4.1 Parking is very limited on campus. The nearest car park is Cryfield carpark which is cashless system.
- 4.2 Specialist contractor parking may be pre-booked with your University Contact/Project Manager if you are eligible.

5. WELFARE

- 5.1 Please check with the Residence Manager for facilities that you may use.
- 5.2 There are various shops & coffee shops near by the site 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.

6.2 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.

6.3 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.

6.4 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 places, consideration should be given to the potential for falls from height in terms of operatives, materials, and tools, especially in high winds. Operatives must also be mindful of Trips or falls from the PV panels and skylights in place.

8. OVERHEAD CABLES/PIPEWORK

8.1 There are no overhead cables on site.

9. SITE SPECIFIC HAZARDS

9.1 Minimum 2 operatives when accessing ladders. All ladders are fixed galvanised ladders and the hatches open with ease.

9.2 Falls and trips onto PV Panels, skylights and other plant. Under no circumstance should the PV panels or skylights be stood upon.

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 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 ballast loose stone may be unstable under foot and the proximity of other plant may present awkward obstacles to work around.

9.5 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



Cryfield 4 Access door to roof with Salto fob



Cryfield 4 Galvanised stairs leading to the roof



Cryfield 4 Roof



Cryfield 4 Roof



Apartment Cryfield 4G to access the roof



Cryfield 5 External staircase access to roof located to the right of Apartment 5G



Cryfield 5 Salto access gate on the 1st Floor and the 3rd Floor



Cryfield 5 External roof



Cryfield 5 External roof



Cryfield 5 External roof



Cryfield 6 door to lower level roof



Cryfield 6 lower level external roof



Cryfield 6 fixed galvanised steel ladder leading to the higher level roof



Cryfield 6 roof hatch to higher level roof



Cryfield 6 PV Panels on higher level roof



Cryfield 7 access door to roof. Left leads to lower level roof, Galvanised steel ladder leads to higher level roof.



Cryfield 7 Lower external roof



Cryfield 7 Higher external roof



Cryfield 8 External access staircase to roof. Salto access to ground floor and second floor gate.



Cryfield 8 External roof.



Cryfield 8 External roof



Cryfield 8 External roof PV Panels.



Cryfield 9 Salto access door leading to roof hatch



Cryfield 9, galvanised fixed vertical ladder leading to the roof hatch



Cryfield 9 External roof



Cryfield 9 External roof

11. CAMPUS ORIENTATION

I Red Circle = Parking I Red Triangle = Cryfield Residences 4-9

