

Risk Management Form

Street Lighting Department

Project Title:

Burgess Hill Phase 1C - Private Proposed Lighting - Risk Assessment - R0

Project Number:

MMA20329

Client:

Hill Group

Date of Risk Assessment Review:

10/08/2026

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: Ben Richmond	Date: 10/08/2026

Risk Description: Risk of Electric Shock	Risk Description: Live Traffic	Risk Description: Lone Working	Risk Description:
Risk Level: Med/High	Risk Level: High	Risk Level: High	Risk Level:
Actions arising:-	Actions arising:-	Actions arising:-	Actions arising:-
Wear correct PPE and ensure all equipment is checked and not damaged in anyway. Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures. Ensure staff are appropriately trained. Always ensure operatives are working in the safe zone.	Wear correct personal protective equipment. (Class III as a minimum requirement). Ensure where possible operatives walk towards on coming traffic on verge (if possible).	Complete lone working forms, Follow procedures for notification of staff and management when visiting site alone.	
Date: 10/08/2026	Date: 10/08/2026	Date: 10/08/2026	Date:
Assessment Review (Signature)		Name: Ben Richmond	Date: 10/08/2026

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Project Number: MMA20329

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Date of Risk Assessment Review: 10/08/2026

Works Stage: DESIGN	Description of Risk: Lighting design does not comply with current BS5489-1:2020, 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: Ben Richmond	Date: 10/08/2026

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 overhead services
Risk Level: Medium	Risk Level: Med/High	Risk Level: Medium	Risk Level: High
Actions arising:-	Actions arising:-	Actions arising:-	Actions arising:-
Always use appropriately trained design staff. Always use CDM Trained staff. Ensure staff are competent.	Follow British and European Design Standards. Always use appropriately trained staff. Follow design brief issued by client. Always use the appropriate lighting design packages. Ensure wiring is designed to current BS7671 regulations	Pay attention on site for potential risks and design them out. Ensure designs are checked by an appropriately qualified person. Check site against design plan prior to commencement of installation.	During the lighting design, all proposed column positions have been located with consideration of existing overhead services. Overhead high voltage electricity cables have been identified and highlighted on the drawing but all current stats will need to be obtained by the client prior to any work commencing however these are outside of the area being lit.
Date: 10/08/2026	Date: 10/08/2026	Date: 10/08/2026	Date: 10/08/2026

Risk Description: Backward light shields	Risk Description: Remote lighting columns	Risk Description: EV	Risk Description:
Risk Level: Med/High	Risk Level: Med/High	Risk Level: Med/High	Risk Level:
Actions arising:-	Actions arising:-	Actions arising:-	Actions arising:-
In order to minimise the impact of artificial light falling onto properties and the boundary factory fitted rear shields have been proposed to be installed on all 'BL' units as recommended in the Institution of Lighting Professionals Guidance Note 1 'The Reduction of Obtrusive Light'.	Lighting columns located separated from the carriageway by parking bays are to be raise & lower type to assist with installation and future maintenance.	In order to avoid touch potential from EV chargers, any EV charger points designed by others on this project shall be designed around this street lighting design to ensure 2.5m clearance from the proposed lighting units within this design.	
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Assessment Review (Signature)		Name: Ben Richmond	Date: 10/08/2026

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Client: Hill Group
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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: Ben Richmond	Date: 10/08/2026

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:-	Actions arising:-	Actions arising:-	Actions arising:-
Wear correct PPE and ensure all equipment is checked and not damaged in anyway. Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures. Ensure staff are appropriately trained, Always ensure operatives are working in the safe zone	Wear correct PPE and ensure all equipment is checked and not damaged in anyway. Any damaged PPE or test equipment or hand tools shall be replaced immediately and the damaged PPE disposed of using the correct procedures. Ensure staff are appropriately trained, Always ensure operatives are working in the safe zone	Ensure the project is correctly managed on the ground and from the office with an agreed realistic programme	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: 10/08/2026	Date: 10/08/2026	Date: 10/08/2026	Date: 10/08/2026

Risk Description: Existing Services	Risk Description: Existing overhead services	Risk Description: EV	Risk Description:
Risk Level: High	Risk Level: High	Risk Level: Med/High	Risk Level:
Actions arising:-	Actions arising:-	Actions arising:-	Actions arising:-
Care should be taken on site to hand dig all installation trenches/column holes. Site should be surveyed with CAT/GENNY prior to excavation. In general, installation works shall be carried out in accordance with the relevant standards including BS7671, GS6, HSG47 and G39/1	During the lighting design, all proposed column positions have been located with consideration of existing overhead services. Overhead high voltage electricity cables have been identified and highlighted on the drawing but all current stats will need to be obtained by the client prior to any work commencing however these are outside of the area being lit.	In order to avoid touch potential from EV chargers, any EV charger points designed by others on this project shall be designed around this street lighting design to ensure 2.5m clearance from the proposed lighting units within this design.	
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