

## **SAFETY IN DESIGN REVIEW: INFORMATION FOR CLIENTS**

The construction industry is committed to ensuring that safety in design is an integral part of the design and construction process.

Under WHS legislation (Section 22), designers are required to identify hazards and implement controls during the design phase of construction projects. The objective is to consider the safety of those who construct, use, maintain, clean, repair and demolish a structure at the design stage when potential hazards can be eliminated. It is also an opportunity to explore issues of concern to end users and for public access.

A common approach to safety in design includes:

1. Conducting CHAIR workshops on critical aspects of the design
2. Distribution of minutes including actions, responsibilities and issues
3. Reporting of measures and closure of issues identified

The CHAIR process involves three stages of reviews:

### **CHAIR 1: Conceptual design review**

The aim of this workshop is to have a broad review of the hazards that should be considered at the conceptual design stage of a project, eg safety criteria to be met, particular requirements of the site or stakeholder requirements.

### **CHAIR 2: Detailed design construction or demolition review**

The focus of these workshops are on the construction sequence divided into logical steps for analysis to identify design modifications that would result in safer construction or demolition techniques.

### **CHAIR 3: Detailed design maintenance**

The purpose of CHAIR 3 is to stimulate discussion on improving the maintenance and repair of the proposed design when it is in the operating phase.

### **Preparing for the CHAIR workshops**

To ensure that the workshops provide valuable information to the design team, it is important that all relevant managers and key users attend the workshops. Prior to the meeting consider the following:

- Review any drawings, plans and renders provided prior to the meeting
- Provide any relevant internal design standards / guidelines, preferred supplier information
- Recurrent maintenance issues in other buildings to be addressed in the design of the new structure
- Good design features that you want included in the design of the new structure
- Provide information on your current / preferred materials handling equipment
- Provide information on your current height access strategies



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- Provide information on your preferred waste management strategy including infectious waste
- Provide information on your current handling of dangerous goods
- Feedback from your maintenance and cleaning teams
- Emergency procedures for plant failure

### **References:**

**NSW Work Health and Safety Act 2011**, Section 22- duties of persons conducting business or undertakings that design plant, substances or structures

<http://www.legislation.nsw.gov.au/inforce/f8df8095-a335-66a0-8828-f33d06042cb9/2011-10.pdf>

**NSW Work Health and Safety Regulation 2011**

<http://www.legislation.nsw.gov.au/inforce/3fd72031-0a09-4c16-934f-8c80fd843666/2011-674.pdf>

In particular, note:

Chapter 4: Hazardous work

- Noise
- Hazardous manual tasks
- Confined spaces
- Falls
- High risk work (Licencing)
- Abrasive blasting
- Electrical work
- Diving work

Chapter 5: Plant and Structures

Chapter 6: Construction work

**Codes of Practice** [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au)

- Safe design of structures
- How to manage workplace health and safety risk
- Hazardous manual task
- Confined spaces
- Managing the risk of falls at workplaces
- Excavation work
- Demolition work

### **Guides**

- Guide to Importing & Supplying Plant
- Guide to Safe Design Plant
- Guide to Manufacturing Safe Plant

**CHAIR tool** (WorkCover NSW) is available from OHS Solutions on request.