

SITE SURVEY REPORT

Site Risk Assessment

Prepared for	Harrow Vale Construction (sample contractor)
Date	25 Sep 2026
Site	Plot B, Meadow Lane Development
Prepared by	R. Shaw, Site Supervisor

Sample report. The site, people and contractor are fictional. The photographs are stills taken from the Walk Cam clips shown on sitesurvey.app. A report records what was found and when. Whether an assessment is suitable and sufficient is a matter for the employer and a competent assessor.

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1. Assessment details

Assessment reference	RA-2026-0187 (sample)
Site	Plot B, Meadow Lane Development
Area covered	Ground floor shell, east side of the building and the walkway beside the scaffold
Work covered	Ceiling fixing from a mobile tower, and access for the crew past the east wall
Date and time of the walk	Fri 25 Sep 2026, 07:05 to 07:30
Assessor	R. Shaw, Site Supervisor
Employer	Harrow Vale Construction. Five or more employees, so the significant findings are recorded
Workers consulted	Ceiling fixing crew of four, during the walk and at the briefing
Type of assessment	New assessment for this task and area
How risk is rated	Likelihood (1 to 5) multiplied by severity (1 to 5). This is the contractor's own method. It is common practice, not a legal requirement
Rating bands used	1 to 4 low. 5 to 12 medium. 15 to 25 high

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2. Who might be harmed

Employees	Ceiling fixing crew of four
Other people	Groundworks subcontractor, delivery drivers and visitors using the walkway
Members of the public	None. The plot is fenced and the gate is controlled
Group especially at risk	One apprentice aged 17 on the ceiling fixing crew
How that was taken into account	Works under direct supervision. Does not assemble, alter or move the tower. Briefed one to one after the crew briefing

3. Hazard walk

WALK CAM

Risk assessment walk, Plot B

Ground floor shell and east side · Site risk assessment

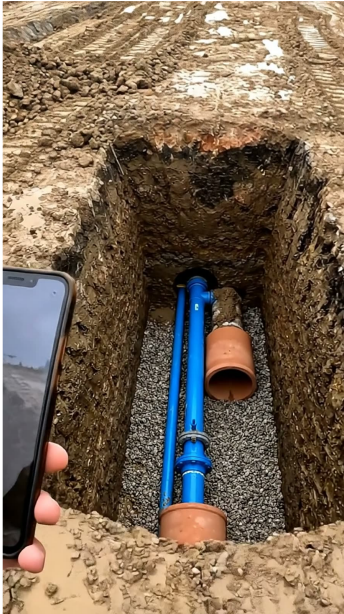
1. Work at height

Tower on level ground, brakes on, outriggers set. Controls in place. Crew briefed before starting. Ground floor shell, mobile tower for the ceiling fixing. Castors are sitting on the floor slab, firm and level. Platform is fully boarded. Bracing is all in.



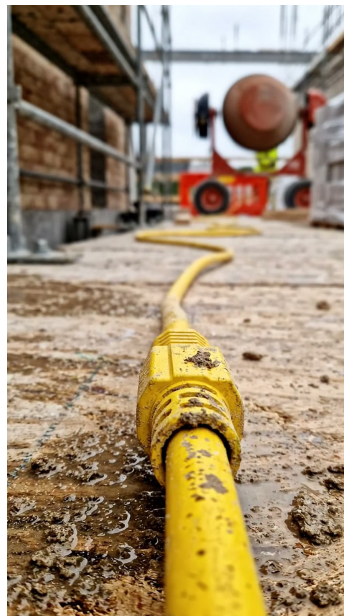
2. Excavations

Trench by the east wall unguarded. Barriers needed before work starts. Service trench is open, with the water pipes and drainage laid on a gravel bed. Sides are cut straight with no support. Nothing around the edge to stop anyone walking into it. Vehicle tracks run close to the far end.



3. Trip hazards

Lead across the walkway. Reroute overhead, then brief the crew. Yellow extension lead runs along the walkway beside the scaffold, with a connector lying on the boards. Boards are wet and muddy. Mixer is set up at the far end behind a barrier.



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4. Hazard 1: work at height

Task	Ceiling fixing from mobile tower
Hazard	Work at height
Who might be harmed and how	Crew on the platform, from a fall. People below, from tools or materials falling
Can the work be done without working at height?	No. The fixings are at ceiling level
Controls already in place	Brakes, outriggers, guardrails. Tower on firm, level ground. Platform fully boarded with toeboards
Tower assembled by	Trained crew member, to the manufacturer's instruction manual
Tower inspection	Inspected on site after assembly, Thu 24 Sep 2026. Next inspection due by Thu 1 Oct 2026
Rating with current controls	Likelihood 1, severity 4. Score 4, low
Further action	None needed before work starts. Nobody on the tower when it is moved
Residual risk	Low
Work can start	Yes

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5. Hazard 2: excavation

Task	Access past the open service trench by the east wall
Hazard	Open excavation with an unguarded edge
Who might be harmed and how	Anyone walking past, from a fall into the trench. Groundworkers in the trench, from material or a person falling in
Controls already in place	None at the edge
Rating with current controls	Likelihood 4, severity 4. Score 16, high
Work or area stopped or closed off	Yes. Walkway past the trench closed with tape at 07:20, during the walk
Who has been told, and when	M. Oduya, Groundworks Supervisor, told on the walk at 07:20. Crew told at the 07:30 briefing to use the north entrance

Further action	Fit barriers around the trench. Keep vehicles and stored materials back from the edge. Groundworks supervisor to confirm the support and inspection arrangements before anyone enters the trench
What kind of control	Practical safeguard, such as a barrier or guardrail
Who will do it	M. Oduya, Groundworks Supervisor
Needed by	Fri 25 Sep 2026, before work starts in this area
Done on and checked by	Fri 25 Sep 2026, 09:10. Barriers fitted round the trench. Checked by R. Shaw before the area was opened again
Expected rating once the action is done	Likelihood 1, severity 4. Score 4, low
Work can start	No. This area stays closed until the barriers are in place

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6. Hazard 3: trips and slips on the walkway

Task	Walking the route beside the scaffold to reach the work area
Hazard	Extension lead across the walkway. Wet, muddy boards
Who might be harmed and how	Anyone using the walkway, from a trip or slip. The lead and its connector could be damaged by foot traffic and water
Controls already in place	Reduced voltage supply (110 V). Mixer behind a barrier at the far end
Rating with current controls	Likelihood 4, severity 2. Score 8, medium
Further action	Reroute the lead overhead. Check the lead and connector for damage before it goes back into use. Clear the mud and grit the boards
What kind of control	Removes the hazard: the lead is taken off the walkway
Who will do it	R. Shaw, Site Supervisor
Needed by	Fri 25 Sep 2026, before the crew uses the walkway
Done on and checked by	Fri 25 Sep 2026, 08:20. Lead rerouted at high level and checked, boards cleared and gritted. Checked and photographed by R. Shaw
Expected rating once the action is done	Likelihood 1, severity 2. Score 2, low
Work can start	Yes, once the lead is rerouted. The crew uses the north entrance until then

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7. Summary, decision and emergency arrangements

Hazards assessed	3
Rated high before further action	1 (excavation, score 16)
Rated medium before further action	1 (walkway, score 8)
Rated low with current controls	1 (work at height, score 4)
Highest score before further action	16
Highest expected score after further action	4
Further actions raised	2. Both done and checked on the day (walkway 08:20, excavation 09:10), see sections 5 and 6
When the close-out was recorded	Added at 09:15, after the assessment was signed at 07:45
Can the work start?	Yes, except in the area listed below
Areas that stay closed, and until when	Walkway past the east wall trench, until barriers are fitted and checked. Reopened at 09:10
Permit to work needed	No
Emergency arrangements	Stop work and raise the alarm. Site Supervisor calls 999 from gate 1 and gives the site address. Muster point at gate 1
First aid	Kit and eyewash in the welfare cabin. First aider on the crew: A. Rahman. Name shown on the site notice board
Rescue from the tower	A person who falls ill or is hurt on the platform is helped down the internal ladder by two crew members. Nobody climbs the outside of the tower. If they cannot be moved safely, wait with them and call 999
Rescue from the trench	Nobody enters the trench to reach someone. Call the Groundworks Supervisor and 999. Keep plant and people back from the edge
Limits of this assessment	Covers the task and area named in section 1 on the day of the walk. Scores are the assessor's judgement. They help to rank the hazards and do not replace the controls

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8. Briefing

Crew briefed	Yes, 4 signatures
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Briefing given by	R. Shaw, Site Supervisor
Time of briefing	Fri 25 Sep 2026, 07:30 to 07:45
What was covered	The three hazards, the controls, the trench area being closed until barriers are fitted, the emergency, first aid and rescue arrangements, and who to tell if anything changes
Signed by	T. Whitlock, A. Rahman, D. Kowalski, J. Mercer (apprentice)
Points raised by the crew	Asked for a second lead hook near the mixer. Added to the walkway action

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9. Review

Review this assessment	If there is reason to think it is no longer valid, or if the work, the area or the people change significantly
Events that will prompt a review here	Tower moved or altered. Trench extended or backfilled. Heavy rain. Any incident or near miss. New people joining the crew
Planned review date	Fri 2 Oct 2026

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Assessor sign-off

Name	R. Shaw, Site Supervisor
Signed	<i>R. Shaw</i>
Date and time	25 Sep 2026, 07:45