Method Statement - Wings Across the Ings – Paul Bichan

Includes;

- Risk Assessments & Method Statements installed in the system for the various tasks in the project carried out at Broomhill Flash and Doveside Nature Reserve.

Company Details
Address: 16 Lilac Grove, Cantley
Doncaster, DN4 6PF
Tel: 01302 371185
Mobile: 07922589416

Project/Contract	**Wings Across the Ings**
Contractor	**Paul Bichan – Bittern Excavations Limited**
Site Address	**Broomhill Flash** **Broomhill, Wombwell** **Doveside Nature Reserve,** **Wombwell**
Project Start Date	**November 2018**
Expected Duration	**10 – 12 weeks**
Projected Completion Date	**Jan 2019**

	Name	Title	Signature	Date
Document Author	Paul Bichan	Director		02/11/18
Authorised by				
Authorised by				
Authorised by (for Client)				

Emergency Contact Details			
Contact	**Paul Bichan**		
Telephone	**01302 371185**		
Mobile	**07922589416**		

Data Protection Statement

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Staff Information Sheet

The following method statement has been developed to provide a safe system of work and must be adhered to at all times, any significant deviation from this system must first be authorised by your manager or safety representative. **Please read the entire sheet before beginning the procedure, if you have any questions please contact your manager or safety representative.**
Paul Bichan - 07922589416

The main hazards to your safety and health are;

a) Danger from other heavy Plant Vehicles on site
b) Vehicle movements when delivering and decommissioning sites
c) Falling from height
d) Injury from incorrect Manual handling.
e) Injury from slips trips and falls.
f) Contact dermatitis from exposure to wet concrete and dust.
g) Disease from standing/stagnant water. (Leptospirosis)
h) Injury from the incorrect actions of other contractors on site.
i) Injury to members of the public during operations. (delivery and trespass)
j) Injury from machine hazards (Machine movements)

Preventative Measures you must take;

a) Vehicle Operators and other site operatives must be “competent” to carry out the tasks
b) You must NOT carry out this task alone
c) Barriers erected at entrances and around the work area if deemed necessary by the foreman or safety officer to protect tenants.
d) You must not lift beyond your capabilities, get help if necessary.
e) Visitors and other members of staff are prohibited from entry unless accompanied by competent person, all visitors issued with personal protective equipment
f) You must read and be familiar with the Safety Data Sheets for concrete which contains first aid, fire-fighting, and accidental release measures.

Personal Protective Equipment you must wear;

a) Hard Hat
b) Safety Glasses
c) Dust mask
d) Overalls
e) Gloves
f) Safety boots

Environmental Protection Measures you must take;

a) All excavated materials and spoil must stay on site and not be removed.
b) You must dispose of waste and spoil to the designated area or skip provided for waste.

e.g. Oil / Fuel Spills from Construction vehicles

- Spill kit to be provided and kept in each vehicle and used as per training.

Quality Control;

a) Adhere strictly to the following procedure to ensure quality of service
b) Adhere to the specification provided by the Engineers JBA
c) If in doubt contact your manager for clarification before proceeding.

Task Description

This method statement describes the work process for the completion of a habitat creation / flood alleviation / drainage scheme:

1. Commissioning and decommissioning of Vehicles
2. Cut of Foot drains / drainage ditches /
3. Cut of scrapes
4. Installation of sluices
5. Installation of culverts
6. Construction of flood banks

Staff & Training

The projects will be carried out by staff from Paul Bichan, Bittern Excavations Ltd. All members of staff are experienced and hold the following qualifications; CPCS Trained operators. A site manager, Paul Bichan will be appointed to each contract who will be responsible for quality and safety. Apprentices and young workers will be supervised and are not allowed to carry out tasks for which they have not been trained

PPE

All site workers will wear Safety boots Hi Visibility Vests, Hard Hats and protective clothing at all times, other items of PPE such as eye protection, and gloves are available to be worn as and when necessary.

Preparation & Induction

A risk assessment will be carried out for all tasks which will be discussed with members of staff and the sub contractors, any queries or concerns will be raised with the contract manager who will ensure it is dealt with. Staff and sub contractors will be inducted onto site by the principal contractor and will follow all site rules and safety procedures.

Welfare

The principal contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and sub-contractors, staff and contractors are responsible for ensuring that such welfare facilities are maintained in a clean and wholesome manner. This will be your responsibility when you are the principal contractor, it may be necessary occasionally for your company to identify suitable local amenities.

First Aid

It is the responsibility of all sub contractors to ensure adequate first aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

A trained first aider will be a suitable person who has attended an HSE approved course of at least four days' duration and he/she will re-train at least every three years on a course of not less than two days.

An Appointed Person is a person provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a first aider. The Appointed Person can render emergency first aid if trained to do so. Often principal contractors will ensure sufficient first aid cover for sites under their control

Background and preparation
Inductions
PPE required
Permits to work
Machinery shutdown and lock off procedures
Site Access and Egress

Work Site

- Members of the public will be excluded from the work site,
- Signage will be installed to tell members of the public to keep out of the work area
- A check of the work area will be conducted before start of work each day/session

Material Handling (cement /prefabricated concrete etc)
Manual Handling

- **All staff have received manual handling training and must act according to the training when lifting and moving heavy materials and products**

Welfare and first aid
Paul Bichan / Site Clerk of works are first aid trained

- First Aid kit is situated in Principal excavator vehicle (360 machine)

Work at Height
Working from ladders and steps
Safety of other contractors and members of the public

- During delivery of machinery, members of the public will be excluded from the delivery area by the use of experienced Banks man on site.
- Traffic will be stopped by experience Banks man on public Highway to facilitate turning actions of flat bed trailer
- All deliveries of materials and installations will be supervised by experienced Banks man until on to “work site”
- Visitors –
  - will be given Site induction by Site Manager - Paul Bichan or Clerk of works
  - Names of visitors recorded in visitor book
  - Visitors sign to say they have received instruction on safe practices
  - Times of arrival and leaving will be recorded .

Step by step procedure

1.Start of works. Site foreman (Paul Bichan) will ensure site is safe to commence work, Tenant Farmers (Richmonds) have been warned and barriers erected to prevent unauthorised access.
2.Staff and contractors will put on Personal Protective Equipment
3.Ensure that Vehicles and access is safe to work on

4.Check for quality of finish and water tightness.

Conditions of Planning Consent

1. **Noise**: All machinery has the latest engine technology to ensure noise is kept to a minimum during operations. No machinery will be operated after site hours. A sound bund could be created if any complaints were to be received.

2. **Dust control**: As the contract is taking place during the winter months I do not envisage a dust problem, if a problem should arise a dust suppression unit would be used.

3. **Traffic movements**: All machinery brought onto the site will use the Everill gate lane main site access, and shall have a banks man present until the machine has arrived onto the main works area. The main machine used to complete the works on the Doveside site will be a wheeled road excavator that will access the site via the specified planned route as discussed in planning conditions. The machine will access and egress site daily with the assistance of a banks man. All other site deliveries will give 24 hours notice so as to create a safe working practice with site management prior to deliveries.

4. **Invasive species:** All machinery will be sprayed prior to entering site and when leaving the site with relevant chemicals to prevent the spread of invasive species. We will also adhere to JBA's invasive species report as specified in the planning report.

5. **Arboriculture:** Bittern Excavations LTD will adhere as stated in the planning method statements provided by JBA.

- Crassula Helmseii
- Giant Hogweed
- Others ask Jeff Lunn

Site Specific Method Statement for excavations to Include archaeological Requirements

Stage1 (Topsoil Strip Zone 1
I plan to use a Doosan 225 long reach excavator to strip zone1 [main fill area] of topsoil, and placing in a wind-row along the site perimeter adjacent to the stripped area.
An archaeologist will be present during the topsoil strip and a safe daily working practice will be established before start of works.

Stage 2 (Topsoil strip zone 3) Wetland area.

I plan to use a Doosan 225 to strip zone 3 of topsoil and if needed an A35 Dump truck to remove excess soil to the main fill area ready for landscaping.
An archaeologist will also be present during the strip and a safe working practise will be established daily, with all staff before start of works.

Stage 3 (Topsoil strip zone 4)
I plan to use A Doosan 225 to srip topsoil from zone 4 and wind-row locally ready for landscaping the finished flood embankment.
As with stage 1 & 2 the same archaeological practice will be carried out daily.
If at any point during the 3 topsoil strips objects of archeological importance were to be discovered I would await instruction from the site archaeologist and plan to resume topsoil stripping from zone 2 in preparation for creating scrapes and saddles.

Stage 4 (Excavation of Zone 3 Wetland area)
I plan to use a 35 Tonne excavator and A35 Dump truck to create the wetland area.
I plan to start removing the required material starting at the perimeter of the wetland area nearest to the bulling dyke and will transport via dump truck to the main fill area.
A repeated process working back towards the direction of the main fill area will be carried out until the excavation is completed.
The long reach excavator will be used to topsoil the finished wetland area.
Any clay found on the main excavation of zone 3 will be stock piled adjacent to zone 4 ready for creating the flood embankment.

Stage 5 (zone 2 scrapes & saddles)
I plan to use the long reach excavator to strip the required amount of soil to create the scrapes & saddles and store locally for landscaping.
Once completed the 35 tonne digger & dump truck will remove the required volume of material to the main fill area.
I plan to start on the channel closest to the bulling dyke & work my way along the full length of that channel.
I will then complete the remaining channels in a method that simplifies the removal of materials back to the main fill area.

Stage 6 (Flood bank creation & structures)

For the creation of the flood bank I plan to use the Doosan excavator & ride on compaction roller to create the flood bank.
A more detailed method statement will be created prior to commencement of works to allow for weather conditions.

Stage 7 (fencing)
All fencing works to be carried out at the end of the main works by qualified contractors to design specification. I will remain onsite to observe the work being carried out.
The Design Risk Assessment For WATI provided by Greg Parkinson (JBA) will be fully adhered to at all times

Kind regards
Paul Bichan
Bittern Excavations Ltd.