

METHOD STATEMENT

JOB ACTIVITY	Site Establishment
DATE CREATED	4/01/2024
REFERENCE NUMBER	MS 001
LOCATION	Lundwood STW
EFFECTIVE DATES FOR ACTIVITY	15.01.2024
SUMMARY OF RELEVANT RISK ASSESSMENTS (ATTACHED TO METHOD STATEMENT)	RA 001

Note:

This method Statement must be fully explained to all employees involved in the job activity as outlined above, prior to the commencement of the works. Each operative is to sign the signature box at the end of this method statement to acknowledge receipt of information.

1.0 Scope of Works

Description and Sequence

This Method Statement is for the installation of the site establishment at Lundwood STW

Erecting of site fencing, Installation of site signage, delivery & offloading of welfare units & connection of site services

- Receive relevant handover of area from YW
- Induct operatives/workforce onto the Glanua and YW waste inductions.
- Erect compound fencing and affix H&S signage
- Accept deliveries to site of welfare units (separate RAMS to follow)
- Install drainage pwk form welfare units, connect into existing 100mm drain
- Connect cabins to existing power supply within existing enclosure, utilize cables previously installed (separate RAMS to follow) inc end to end testing and issue on NICEIC certification
- Monitor and record subcontractor work procedures.
- Clear and tidy area

Key Activities

The key activities identified in relation to the works schedule are noted as follows: -

Site Establishment

2.0 Contract Supervision.

3.0 Location of the works

Lundwood STW, the site establishment will be set up on disused area previously utilised as a welfare compound, the area is located opposite main YWS control room.

LUNDWOOD GLANUA SITE ESTABLISHMENT



Proposed area for Glanua Site Establishment, Main YWS Control Room

4.0 Key Risk Factors Identified Throughout the Duration of the Works Covered by This Assessment

There are a number of risk factors relevant to the nature of the work being undertaken, and these are highlighted in the Risk Assessments attached to this Statement, however for reference the key hazards identified will include: -

Working at Height
Hot works
LOLER
PUWER
Electrical works

5.0 Outline Method

5.1 Site Preparation

- 5.1.1 Redundant area previously utilised for welfare set up
- 5.1.2 Access road and parking area already established
- 5.1.3 Pads for welfare units already in place

5.2 Excavation

5.2.1 N/A

5.3 Access and Egress

5.3.1 Access will be via existing electronic security gate

5.4 Shuttering

5.4.1 N/A

5.5 Steel Fixing

5.5.1 N/A

5.6 Backfill

5.6.1 N/A

5.7 Working at Heights

5.7.1 Working at height may be required for offloading of cabins, this will be covered by separate RAMS supplied by Speedy Hire

6.0 Lighting

It is anticipated that the majority of the work will be undertaken during daytime hours, however where poor lighting conditions are experienced, temporary lighting stands will be provided.

7.0 Plant and Equipment

Schedule of Equipment

7.1 Hand tools

Test Certification

All plant and equipment utilised throughout the duration of this project will be maintained and inspected in accordance with current legislation. A register of plant and equipment will be retained within the Safety File

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and kept up to date at all times. All plant entering the site will be checked to ensure that the relevant certification is inspected, and copies taken and held on file.

Specialist Equipment

N/A

Training

- All operatives using any of the plant and equipment on site shall be trained in its correct use, and therefore deemed to be competent operatives. These persons shall be in possession of a recognised plant operator's identity card.
- Operators of plant and vehicles are to switch off all plant and equipment when not in use. This will reduce emissions into the atmosphere, and will reduce noise. When switching off the equipment, ignition keys are to be removed so as to prevent any unauthorised use.
- Vehicle checklists are to be completed before the start of any shift. Any oil leaks or defects found are to be reported to the relevant manager immediately for rectification, and if necessary, the equipment taken out of service. The completed checklists are to be retained on the safety file for future reference.

The training records for all operatives involved in this project are retained within the safety file and are available for inspection.

8.0 Materials

Materials to be Used

8.1 Heras fence panels

8.2 Site Signage

8.3 Drainage pwk and fittings

8.4 MDPE pipe and fittings

Hazardous Implications – MSDS Sheets

Material Safety Data Sheets will be held on the safety file for items such as concrete, diesel, and the hazards associated with these must be explained to all workers prior to commencement.

Please list the materials below;

N/A

Fire Implications

The main concern will relate to the diesel within the machines, and adequate arrangements will be made to ensure that precautions are taken whilst fuelling these vehicles. There will be no bulk storage of fuel on site, however small quantities of petrol may be held within suitable containers for use with the tools and equipment.

9.0 Housekeeping

Removal of Waste

Site is to be kept free of debris at all times. All waste to be disposed of properly, using site skips as designated.

Frequency

Daily checks to be made to ensure that housekeeping standards are being maintained.

Storage

Materials are to be stored in a safe and tidy manner at all times at agreed locations. Any hazardous waste is to be placed within the hazardous bins provided.

10.0 Quality Control

All operatives must be fully inducted on commencement of work, and a copy of their attendance maintained within the safety file.

Tool box talks will be undertaken on a weekly basis, the topics for which will be determined by the nature of the work being undertaken at the time.

NAME our safety representative on site will induct all employees before commencing work. All persons employed on the site must have a minimum of CSCS tickets or CPCS for driving or operating site plant. The relevant certificates will accompany all lifting devices.

11.0 Personal Protective Equipment

Personal protective equipment must be worn at all times appropriate for the nature of the work being undertaken. A zero-tolerance approach will be taken.

Mandatory Items

- Safety footwear
- High visibility vest or jacket
- High Visibility Trousers or overalls
- Hard hats
- Safety Glasses

Other PPE

N/A

12.0 Proposed Gang

12.1 Site Manager, Subcontractors

13.0 Power

All portable tools and equipment will operate from 110v only, and shall have been tested and inspected by a competent person within the past 6 months. All tools are to be visually inspected by the operator prior to use, and any damage reported and the unit decommissioned until this has been rectified.

14.0 Temporary Works

N/A

15.0 General

First Aid

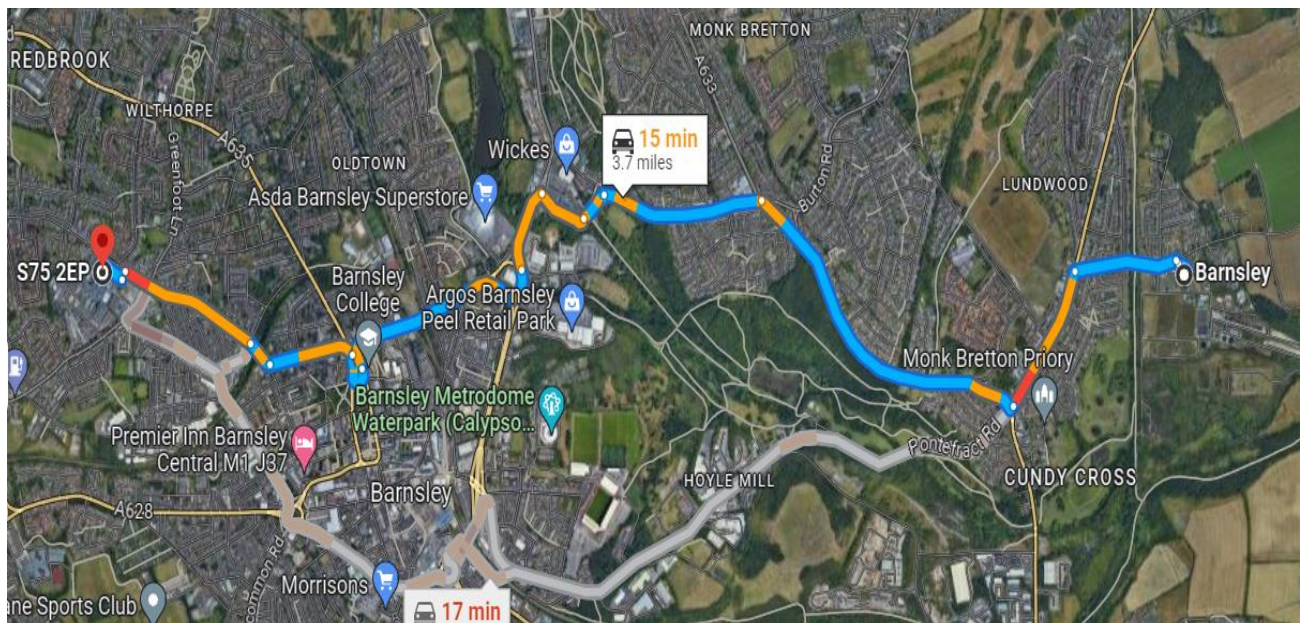
Site Manager is first aider on site

16.0 Emergency Preparedness and Response Plan

Emergency procedures have been prepared specifically for the site and are appended to this method statement / contained in Appendix of the Health and Safety Plan. The Emergency Procedures will be explained to operatives during Site Induction and where required / practical displayed on site. The following Emergency Preparedness and Response Plans have been prepared for the site (delete as appropriate);

- In the event of a medical emergency

Nearest hospital A&E Department:



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Barnsley Hospital
Tel: 01226 730000
Gawber Road
Barnsley
Yorkshire
S75 2E

The journey time is approx. 15 minutes covering 3.7 miles.

17.0 Changing Work Environment

If the planned and aforementioned site activities change due to unexpected changes and events, the site team will **STOP** work “**Hold Point**”, **reassess** the work activity and **await the direction of a competent person**. This will ensure the change of works is planned safely with a safe system of work in place. Competent person for this work activity change is ___Ben Shephard.

Please see details below of the revised safe system of work. Please ensure that the safe system of work incorporates the process of how the change was managed (Hold Points) Permits required, HSQE Plan, Dynamic Risk Assessment, Competent person, other key personnel that were involved in planning for the change and how this change was communicated to all the relevant personnel.

Signed

Title - Site Manager

This is the certify that I have read and fully understand the above method statement

PRINT NAME	SIGNATURE	DATE