



WPP ref: STWPP001
TBS Issue: Issue 1
Date: 30/03/2023

This is document reference: NR/L2/OHS/0044/F03 issue 2

Task Briefing Sheet

TBS002

Void filling works

RA1907 - 2619

Pwll Seawall

SWM2 226m 22ch

Prepared by:

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..... (Print Name)

..... (Signature)

General Foreman

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30/03/2023

..... (Date Prepared)

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31/03/2023

..... (Date Approved)

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PART A

Task Title: Void Filling works **TBS Ref:** TBS002

1. Introduction

- Dyer and Butler
- TBS001- Task briefing covers the void filling works at Pwll
- Duration of works 1 shifts.
- TBS Review date of 26/10/2023

2. Brief Description & Management of Task

TBS002 – Concreting works

1. All operatives are to receive a task briefing from the Coss/ PIC prior to the commencement of work. All are to sign declaration attached to task brief to confirm they understand the task.
2. All Operatives to wear the necessary PPE for the task - Full high vis - hard hat, Goggles (when handling concrete), Glasses, Face masks, safety boots, long sleeved shirts, orange high vis trousers.
3. Coss/ SWL to set up the planned safe system of work and brief the site team at the access and check all PTS/TVP and scan in via the sentinel app. All to sign on to the RT9909 declaring they have fully understood the site brief.
4. Works will be undertaken during a possession and at low tide.
5. Prior to the commencement of works the IRATA trained level 3 operative will set up safety line adjacent to the track.
6. All operatives working on the void adjacent to the sea wall will be equipped with a harness and be clipped onto the safety line with the use of a lanyard.
7. An exclusion zone will be established 30m either side of the void.
8. Visqueen will be installed over the track to capture an spillage or leakage.
9. The handback engineer will take a baseline reading prior to the removal of bags from the void.
10. The concrete pump will be set up in the previously agreed location on the cycle path. An exclusion zone will be implemented around the pump and concrete wagons.
11. Bagging to be between 8 to 16 times the maximum aggregate size.
12. An inspection will be undertaken by the supervisor and the pump operator to ensure that all bagging is connected securely, and whip checks are in place.
13. The site supervisor to inspect the latest periodical inspection certification of the pump prior to the commencement of works.
14. The tremie pipe to be controlled by trained and competent operatives.
15. Once all equipment has been setup, track protected with Visqueen and baseline readings taken the works may commence.
16. The previously installed bags of sand will be removed from the void and cast aside. As many bags as possible will be removed without operatives entering the void.
17. Once the bags have been removed, 2m long bars will be used to poke holes in the bags to assist the concrete getting into as much of the void as possible.

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18. Concrete will be placed with the tremie pipe as low as possible into the void and remain submerged until pour is complete.
19. A 50mm poker will be used during the pour to compact the concrete and to assist the leading edge to fill the void.
20. Concrete will be poured to fished level approx. 400mm below top of wall.
21. Testing of concrete to be undertaken as per AFC design.
22. Warning signs to be installed to alert others of 400mm step when walking in the cess.
23. Upon completion works the concrete pump to de-mobilise. Concrete wagon and pump to wash out in the designated skips and boxes.
24. All plant, equipment and materials to be cleared from site.
25. Handback engineer to check for any movement and fill out the handback forms.
26. Should there be any movement in the track, Kango packers will be used by trained and competent operatives to adjust the track to the handback engineers' satisfaction.
27. Coss and supervisor to have a final walkthrough to ensure that site is clear.

Coss to sign the team out and handback the line upon completion of works.

3. Handover Arrangements

N/A

4. Control of Site & Activity Risks

Risk	How will this risk be controlled?
Accessing/Egress near public.	All site personnel to wear the approved hi-vis clothing in accordance with the current regulations. Site personnel to be warned of the dangers to themselves and to members of the public. Toolbox talks to be undertaken, Exclusion zones and designated walking routes to be established. Access from approved access point.
Falls from Height	All works to be undertaken by trained and competent operatives. Where gradient is less than 30 degrees works will be carried out using fall restraint equipment by Dyer and Butler operatives, where open edge or slope is over 30 degrees IRATA roped access staff will be utilised.
Environmental impact	Spill Kits to be in place and readily available should there be a spill. All spills to be reported to the site supervisor. All refuelling to be carried out at least 10m from any watercourse or gully. Funnels and plant nappies to be used when refuelling.
Working on an operational railway	All team members are to hold a minimum of PTS competency. COSS to validate all sentinel cards. A full COSS brief is to be undertaken and all persons are to sign the declaration form on the RT9099 to confirm they have understood the briefing.
Use of COSHH materials	SYPOL COSHH Data sheets available for all materials on site and briefed to operatives where required. Suitable First Aid provision available always. Impermeable gloves to be worn when handling materials and glasses to be worn always and additional PPE to be worn as per COSHH assessment Spill Kits to be readily available
Working plant and equipment	Exclusion zone to be implemented, only trained and competent operatives to operate tremie. Plant and equipment checks to be undertaken

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Breaking Ground	Area on which the trial holes are being undertaken, a full survey of the area must be undertaken with a cable avoidance tool. A permit to dig is issued before works activity. All of work activities are to be used with approved insulated shovels.
Slips, Trips and Falls	Adequate footwear to be worn always, authorised access routes where possible and site kept clean and walk routes of mess and debris.
Please see attached site specific RISK ASSESMENT for full list.	

5. Resources

- People: Dyer and Butler PIC/COSS SSSTS Supervisor, Kango packing ops, Dyer and Butler operatives. TMP (Trackside Engineering)
- Specialist PPE: All mandatory PPE.
- Machines: Concrete pump, concrete wagon
- Materials: Hand tools, task lighting, CAT and GENNY, Kango packers

6. Site details relevant to Task

a. Location	Pwll Sea Wall 227m 1449yrd
b. Safest Access & Egress Point	No. 3 Slip Crossing - SA15 4BD What3Words: ignites.fury.profitd
c. Our Workforce Protection Arrangements	Possession block protection
d. Safeguarding Others from our work	Exclusion zone to be implemented
e. Permit/s	N/A
f. Plant and machinery Movements	No plant movements during the work activity.

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g. Communication	Communications will be carried out Via Mobile Phone, Phone signal within the area was checked during the site visit and proved to be okay, this should be checked each day by the Site supervisor.		
h. Emergency Arrangements	• The site first aider will be identified by the PIC during the start of shift briefing. In event an emergency direct emergency services to: Emergency Muster point. Millennium Coastal Path • The site first aider will be identified by the PIC during the start of shift briefing. • In event an emergency direct emergency services to postcode: SA15 4BD • What3words: forensic.ruin.teach		
	The nearest hospital will be:		
	Glangwili General Hospital		
	Contact Number: 01267 235151		
	Address: Dolgwili Road, Glangwili, Carmarthen SA31 2AF		
	REMEMBER PHONE 999 in and emergency		
	• In the event of an illness where response time is critical (Such as stroke/ heart attack) if it is safe to do so the injured party will be carried to the access gate if required the senior person on site will contact the signaller to arrange an emergency line blockage to allow the injured party safe egress to the access gate.		
	If the injured person/s cannot be moved, then the senior person on site will arrange for an emergency Line blockage to allow the emergency services safe access to the injured person/s. An appointed person will be sent to the muster point at to meet the emergency services.		
Route Control Wales	Main Route Control (Cardiff)	02920 920654	
Route Control Wales	Track Related Incidents	02920 920658	
Route Control Wales	Accident / Incident Support	02920 920659	
Jason Davies	Site Manager	07715 068327	
Kurt Jn Pierre	Site Manager	07717 427928	
Liam Welsh	Contracts Manager	07403 667483	

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		Stuart Room	Health and Safety	07860 956938
		Jake Hughes	Trackside Engineering	07817 926433
		D&B Incident	24hr Incident	0330 123 1092
		Natural Resource Wales	Incident Support	0300 065 3000
i. Welfare		Due to the nature of the works and the short timescale, a welfare Van will be provided in accordance with accordance with the requirements of: The Workplace (Health, Safety and Welfare) Regulations 1992, Network Rail standards (e.g. NR/L3/INI/CP0036)		
7. Changes to the Task Briefing Sheet				

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a. Record of Change Record here any changes that need to be made to this briefing sheet. State which section/s in the box on the right. If any of the details in this briefing sheet do not match circumstances on site, record the differences and what change/s will need to be made. Seek authorisation before implementing change/s.	
b. Change authorised by:	Write here the name of the responsible person that has authorised the change/s. _____ Authorisation reference: _____



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PART B

Principal Contractor: Dyer & Butler

Responsible Contractor(s): Bespoke Roped Access/Trackside Engineering

Task Briefing Record

TBS001 – Void Filling

RA2140-2619

Briefers declaration:

The briefer confirms they are satisfied with the TBS and the information is correct. Suitable risk controls are in place as detailed in the TBS. I have confirmed the workgroup understands the briefing before any work is carried out.

Briefing given by:

Name	Sentinel Number / Site Pass Number	Position	Signature
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By signing below, I confirm that I have received and understood the briefing for this task. If the TBS briefing does not cover your activity, risks, or the controls are not in place as described in the TBS, do not sign this sheet and report it to the briefer immediately and submit a close call.

Print Name	Sentinel Number / Site Pass Number	Signature	Date & Time



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