ALUN GRIFFITHS (CONTRACTORS) LIMITED

PROJECT: SWTRA Framework

METHOD STATEMENT NO. AGMS 003

SUBJECT: Drainage Clearance and water management

Originated by: Mark Price Date:10/10/23	Construction Approval: Date:	Environmental Approval: Date:	General Foreman Approval: Date:
P.M. Acceptance: Date:		Work to commence Approval: Date:	

Revision	Date	Change	Revision	Date	Change
DRAFT FOR REVIEW		Issued for approval			

	AGCL				Clients (Representative			Other		
Distribution:	Project Manager	Site Agent	General Foreman	Site Copy	Project Manager.	Supervisor	WSP	H & S File		
	x						x			

Contract Name:		Sheet No.	2
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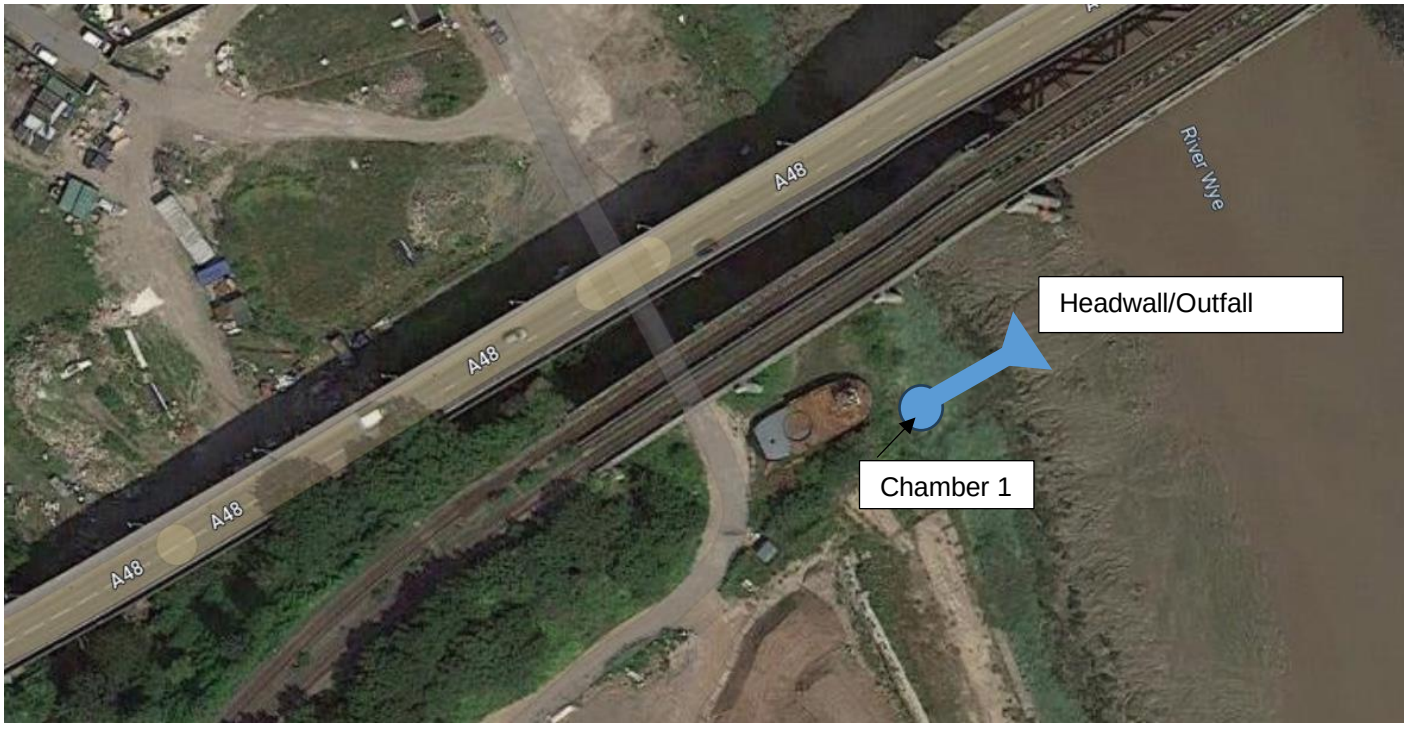
1.0 Introduction

This method statement will state the methodology on the A48 Drainage scheme after recent flooding events identified a blocked drainage run located between chamber 1 and the headwall/ Outfall as shown below. The works will cover the removal of backed up water and silt from the areas between chamber 1 and the headwall/outfall along with removal of tidal build up from around the headwall/outfall area. Once uncovered the flap valve located on the wall of the outfall will be removed and replaced with new marine type valve as per the specification.

This Method Statement will cover the following activities.

- Unblocking and dewatering of existing manhole and pipe work
- Managing contamination
- Locating and clearance of outfall headwall
- Replacement of flap valve

Location Plan



Location of headwall is indicative only.

2.0 Responsibilities

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Name	Position	Emergency contact No.
D Poulter	Contracts Manager (AGCL)	07811 717 084
Mark Price	Project Manager/Site- Agent (AGCL)	07966318728
Adam Walters	Works Manager (AGCL)	07966318181
John Cale	Works Manager (AGCL)	07583 106 557

3.0 Method/Procedure.

Prior to commencing the works:

- Works shall only take place once the application has been accepted or approved by NRW.
- All site operatives to be inducted
- All relevant competency cards inspected by site management.
- All services to be found by trial holes, some of these trial holes will be completed prior to any pipe replacement works or excavation for finding manhole 1
- Area to be scanned with CAT4+ and Genny4+
- Permit to work/excavate to be issued
- Liaison with STATS representatives where necessary
- All lifting certification to be kept in the site office
- All lifting accessories shall be checked visual for defect before use.
- Safe working load to be established before lifting operations are carried out as well as lift plans and supervisors allocated.
- All plant to be checked daily for defects & recorded.
- Competencies are checked and updated for the works being undertaken for example confined space working.
- AGC supervisor to monitor both weather forecasts and tidal times at all times during the works.
- Works are not permitted within the river bank during high tide or until the river is at such a level that its deemed safe to continue by the AGC supervisor
- Additional time allowance must be made prior to the forecasted tide times to move plant and equipment from the riverbank edge.
- Note: All plant, footwear and equipment entering the riverbank will be required to be washed using Virkon Aquatic or similar before and after the project to help prevent spread of crayfish plague

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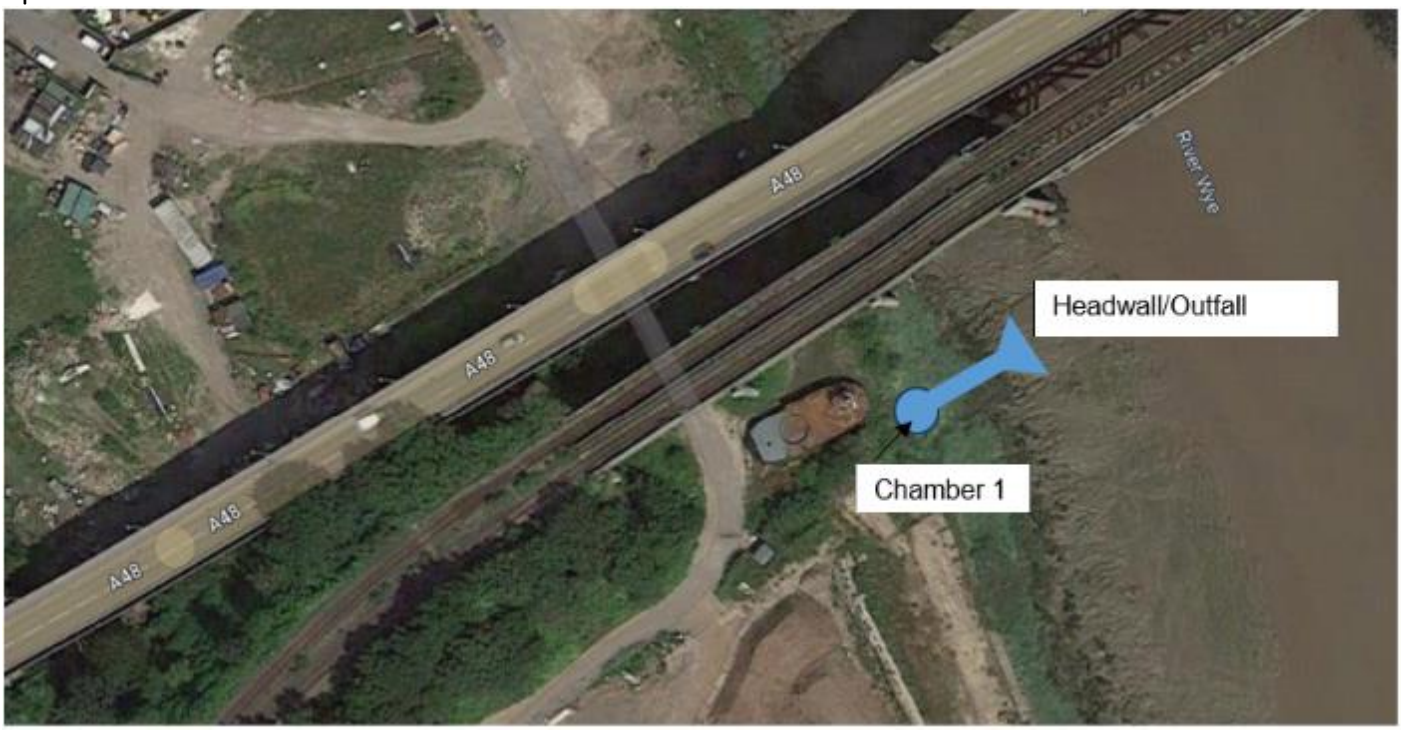
Method/ procedures of operations

A safety briefing shall be held with all operatives involved in the operation and appropriate RAMS signed on to before works commence. The works are to be broken down into 4 elements as detailed below. No excavation will take place unless the *Person in charge of excavation (PICE)* is at the works location. Works must cease when the PICE is not on site.
Methodology has been outlined below, this is to be undertaken to assist in the clearance of the main headwall outlet shown in the below, the dewatering and cleaning will prevent potential contaminated silted water from entering the river Wye. This method will also reduce the pressure of water within the drainage lines and aid in the cleaning/inspection of the drainage prior to uncovering the main headwall outlet. All works will be subject to the correct licenses and permits as listed below.

- Marine license
- Permit to dig.
- Lift Plan

Operation 1 – Chamber 1 to headwall



Location of headwall and chamber 1 is indicative only

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* All plant, footwear and equipment entering in the riverbank will be required to be washed using Virkon Aquatic or similar before and after the project to help prevent spread of crayfish plague. *

- The jet vac will remove the water and silt build from chamber 1 and continue towards the headwall to ensure all silt and other materials are removed prior to uncovering the headwall/outfall.
- Prior to uncovering the headwall/outfall a CCTV robot will be sent down from chamber 1 to the headwall/outfall to ensure all build up is removed.
- If the CCTV shows further buildup against the flap valve the jet vac will be sent back in to clear the remaining build up.
- All Contaminates will be removed from the line and transferred by tanker as shown below to a registered waste transfer station.
- All waste will be subject to waste transfer notice with regular checks by the construction team to confirm transfer of waste to the correct facility.

Typical high pressure jet vac lorry

Operation 4 locating and excavating of outlet headwall

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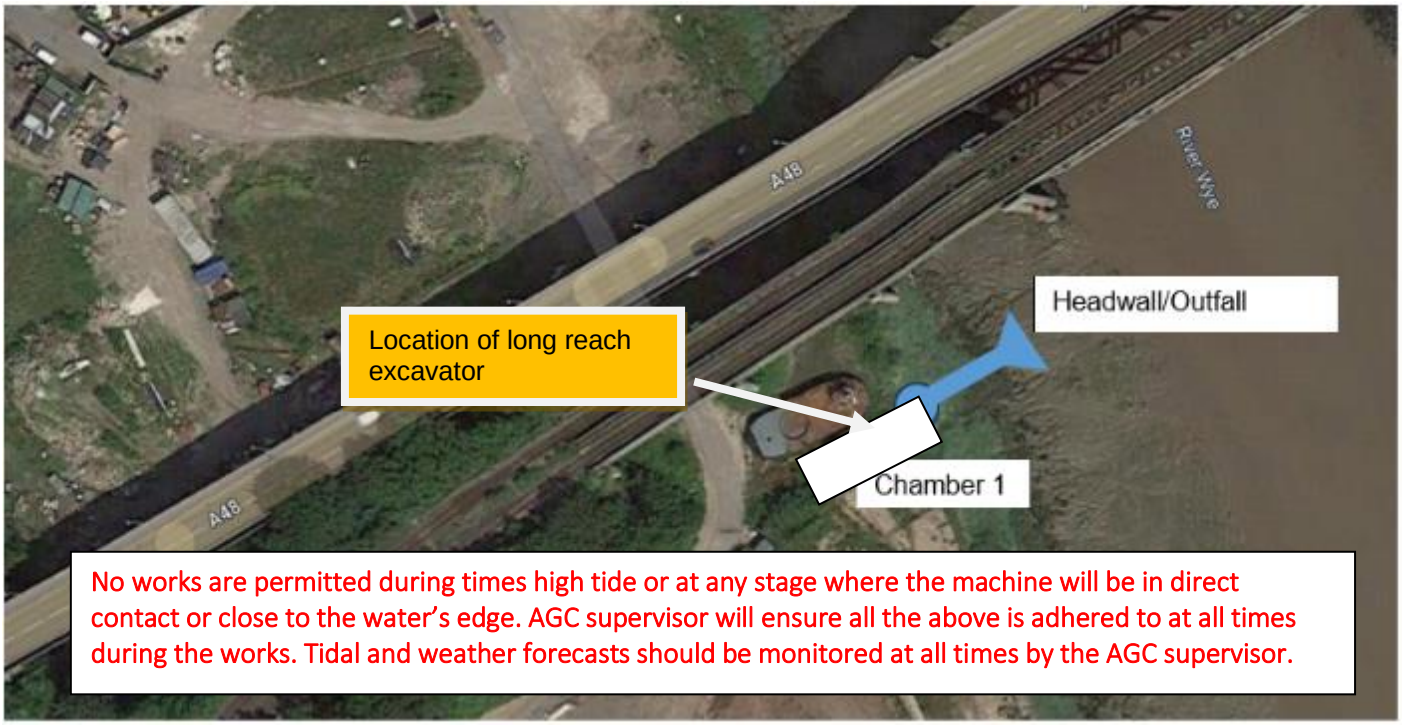
To locate the outfall headwall the site team will use CCTV from chamber 1 and send the robotic unit towards the outfall head wall to try to determine the condition and to check if there are any visible defects from within the pipe itself. The CCTV will also provide a measurement for the site team to determine where to begin the excavation works to locate the headwall.



Location of headwall and chamber 1 shown indicative only

* All plant, footwear and equipment entering in the riverbank will be required to be washed using Virkon * Aquatic or similar before and after the project to help prevent spread of crayfish plague.

- Once a measurement has been obtained the site team using a long reach excavator (similar to the below) fitted with a grading bucket and positioned at the top of the embankment will slowly remove the material from the proposed location of the head wall.
- All material removed will be removed and regraded back onto the riverbank and compacted using the back of the bucket.
- The machine will continue to excavate in no more than 100mm layers until the top of the outfall wall is located.
- Once the top of the outfall wall is located the machine will alter the bucket size to suite the required width to remove the excess material in front of the head wall.
- Again, all material excavated will be spread evenly within the riverbank and compacted using the back of the bucket where possible.

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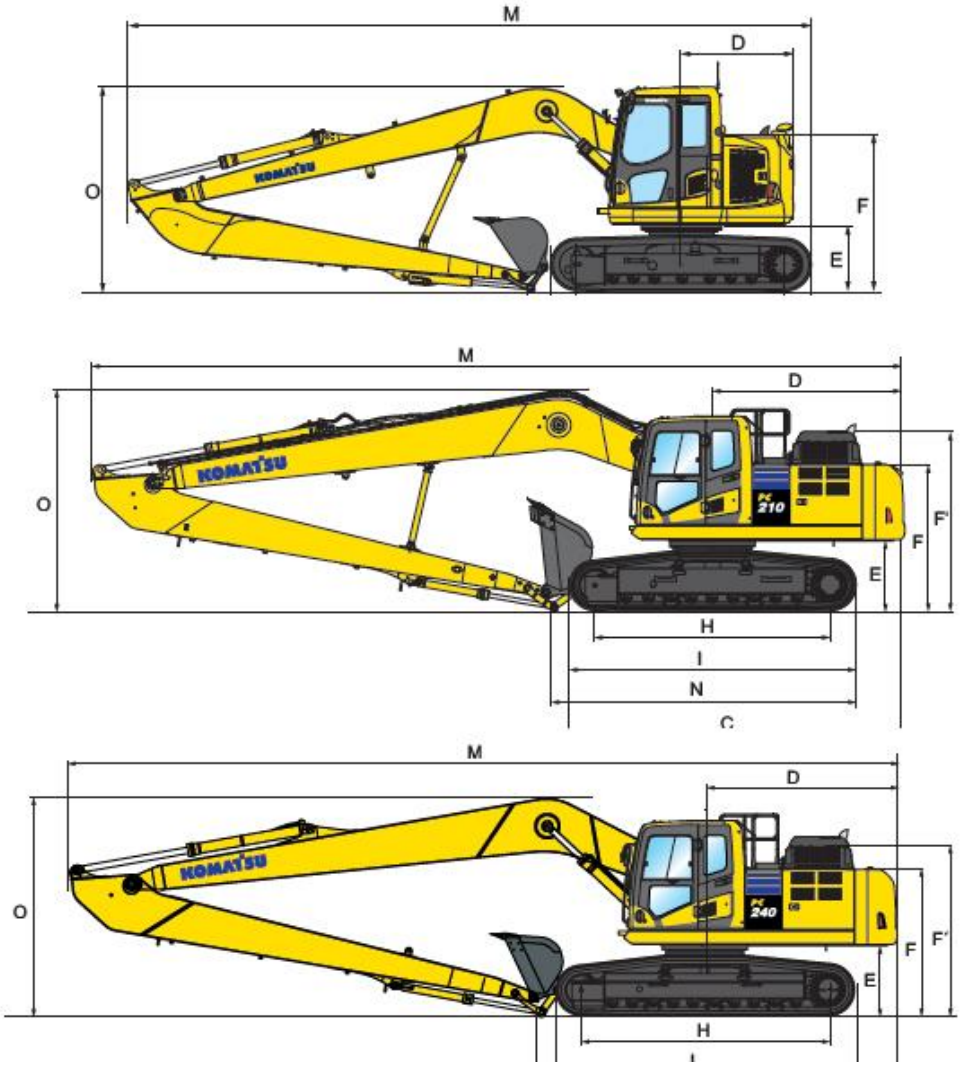

Replacement of the Flap Valve

Upon clearing of the head wall there may be a requirement to replace the existing flap valve located on the headwall itself as shown below. The following method below will be used and adhered to at all times.

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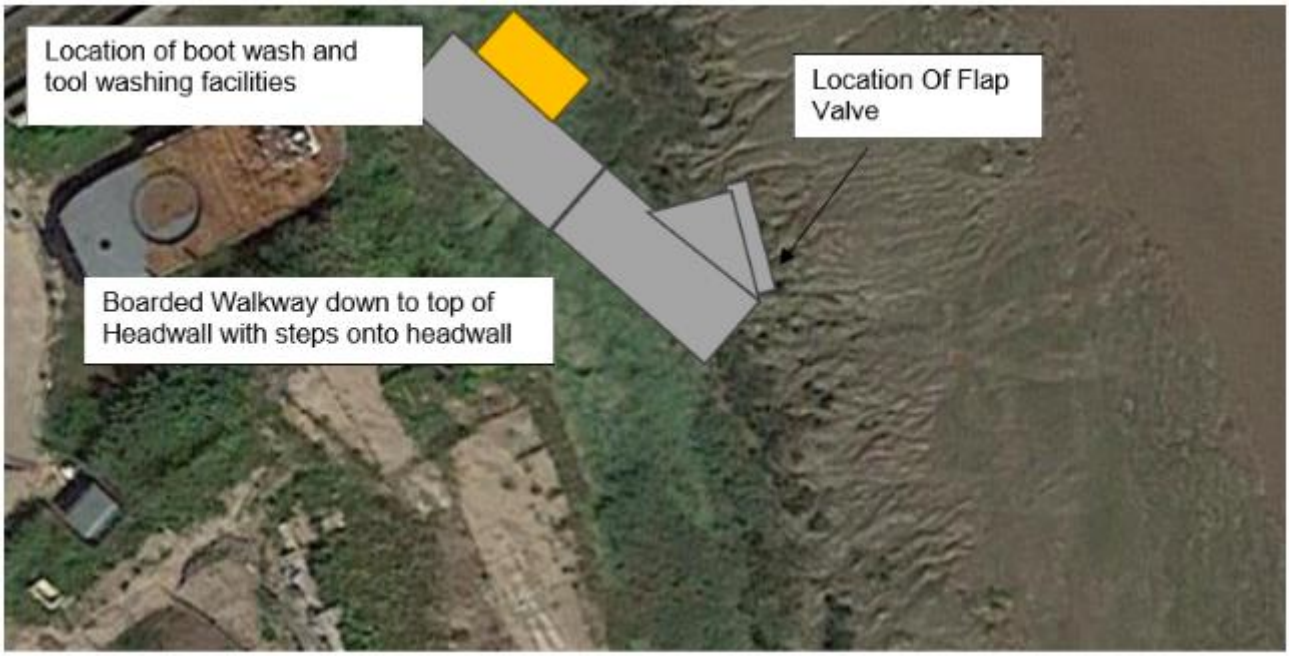

- A walkway will be created from the hard standing out to the top of the head wall to allow access to the headwall for site teams to access the work area.
- A cleaning station for boots and tools will be installed along the walkway to be used before entering and leaving the work site.
- Steps will be installed down from the top of the head wall to allow access to the concrete apron and the flap valve location.
- The existing flap valve will be removed from the headwall and will be cleaned prior to removing it to tip.
- Any remaining fixings will either be removed or cut flush with the concrete.
- New fixings will be drilled into the concrete face of the headwall using a hand drill and vacuum extractor unit.
- The flap valve will be offered up onto the wall and fixed into position using galvanized or stainless-steel fixings as specified within the contract documents.
- Flap valve will be tested for operation and adjusted if required.
- Once complete the head wall will be cleaned using Virkon aquatic or similar and the steps will be removed.
- The walkway will be removed, and all equipment and footwear will be prior to entering back onto the hard standing located under the railway structure.

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4.0 Environmental Procedure

- A spill kit must be on hand in case of an oil leak from machinery, all machinery working in and close to the river will have biodegradable oil.
- Refueling of plant to be done in designated refueling area in the site compound, well away from the river's edge.
- Edge protection will be used to prevent site teams accessing out onto the riverbank when working with the long reach machine.
- Waste transfer checks on regular occasions to ensure the waste is correctly being transferred to the appointed destination.
- Long reach excavator must use biodegradable oil.

5.0 Equipment

- Jet Vac Unit
- Long Reach excavator
- 8-ton Excavator
- Fall Arrest equipment.
- Pedestrian Fencing
- Hreas Fence panels
- Jetwash
- Spill kits
- Spill Granules
- Lifelines
- 3 way lifting chain
- Lifting eyes
- D link
- Boot wash station
- Cat 4 plus with Genny
- Breaker pack
- Disc cutter
- Clips
- Scaffold walkway
- Access steps

6.0 COSHH

- Diesel
- Unleaded petrol
- Machine Grease
- Hydraulic Oil
- Spray Paint
- Petrol

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COSHH assessments available in site office

7.0 PPE Requirements

- Safety Helmet
- Safety Glasses
- Gloves
- Hi-visibility long sleeve top
- Hi-visibility trousers
- Steel toe cap boots with mid sole protection and metatarsal protection
- Wellington Boots with midsole protection and metatarsal protection

8.0 Appendices

Appendix A: Risk Assessment.
Appendix B: Working Near water (HS.S.33 & HS.G.85)
Appendix D: Method Statement Briefing Form

APPENDIX A: RISK ASSESSMENT (HS.F.10)

Assessment Details			
Site Name & No.	A48 Drainage	**Assessor Name**	Mark Price
Reference		**Assessment Team Members**	TBC
Is this Confidential	No	**Assessment Date**	20/10/23
Activity Description	Drainage clearance and water management		
Activity / Task	High pressure jetting and clearance of headwall	**Number of People Exposed**	8
Project		**List those at Risk**	
Description	Drainage clearance and water management	**Is this an Acceptable Risk?**	yes
Precise Location	A48 Chepstow SWTRA	**Review Date**	TBC
Date Record Created	20/10/23	**Reviewed By**	Mark Price

15 +	Red Risk	Unacceptable level of Risk works do not commence. Employ stringent controls and reassess risk until reduced to an acceptable level.
5 - 12	**Amber Risk**	Risk must be mitigated with controls. Works are permitted to commence if stringent controls are in place.
1 - 4	**Green Risk**	Acceptable level of Risk for work to commence, however still investigate to employ further controls when reasonably practicable.

Severity Rating	Likelihood Rating				
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

Hazard Identification	Who is at Risk	Initial potential for harm			Action Required (Y/N)	Control Measures	Residual potential for harm		
		L	S	R			L	S	R
Working near a water course / Persons falling into river / Persons Swept away	Employees Visitors Public	3	3	9	Y	Handrail to be erected anywhere near existing river Site to be protected with a physical barrier to prevent unauthorised access All operative to be briefed on hazard All site personnel to receive a site-specific task brief prior to entering works location. Personnel to be trained prior to using buoyancy aids. No lone working permitted. Edge protection to be installed to prevent access to the river for the operatives. Tool box talk and briefings explain safe system of works at the river bank edge Consideration will be given within welfare to handle to risk of the presence of leptospirosis. HS.G.85 & HS.G.33 (Working on or near water) for further guidance.	2	3	6
Contamination of water course / (Chemicals/Oils/dust) entering water course	Wildlife Environment	3	3	9	Y	Edge protection to be used wherever possible, this edge protection will include a debris netting to avoid particles entering water course. Spill kits to be readily available in each works location (these will be stored in wash down areas) Personnel to be trained in the use of spill kits Toolbox talk / daily briefings will be given regularly to ensure the control measures are maintained throughout the duration of the project. HS.G.85 & HS.G.33 (Working on or near water) for further guidance.	2	3	6

						All plant and equipment to use biodegradable oil and to be fuelled at a designated area that contains the correct control measures and equipment for the fuel being used			
Plant & Equipment working close water course	Wildlife Environment	3	3	9	Y	All plant is to use biodegradable oil. Standard of plant is well maintained and preferably new to avoid breakdown in watercourse Plant and equipment to be removed from water edge at the end of each shift to avoid the risk of flood waters. Works will cease once tidal water levels reach work area locations. Works within the headwall will be subject to tidal flows to which will be monitored by the AGC site teams on a daily basis. All plant must not at any stage enter the watercourse or use any of the plant attachments to enter the watercourse such as buckets etc. Plant and equipment to be washed down with Virkon aquatic or similar before and after use when working within the headwall areas	2	3	6
Night Working (if required) or additional lighting	Wildlife Employees	2	4	8	Y	Flood lights to be set up facing at an angle away from the river so that wildlife using the river at night will not be disturbed by light pollution etc. There are 2 structures in close proximity of the work areas, all lighting must be angled down and away from the structures soffits and abutments and focused on the work areas only. Noise will be reduced as much as reasonably practicable during the day and night if applicable. Noise blankets on pumps and other plant where applicable will be deployed or the	2	3	6

						use of electric pumping systems may also be deployed depending on requirements.			
Working next or on a live construction site operated by others	Visitors Employees	3	3	9		Traffic management to be assembled prior to any works taking place with segregation and safety zones set up and maintained. Speed limits to be reduced and maintained Bankman to supervise and control all plant movements on the AGC site All plant and vehicles must be fitted with twin amber flashing beacon that must be used at all times onsite. All employees to undertake main contractor induction and AGC induction. All visitors must undertake a visitor's induction and must only visit AGC site during visit. Visitors to be accompanied at all times during the visit	2	3	6
Working from Height	Employees Visitors Public	3	3	9	Y	Barriers across piers and along edge of banking is to be installed prior to works commencing. Weather conditions are to be considered daily. Correct use of PPE to be worn. Emergency procedure to be drawn up prior to works commencing. Winches and fall arrest equipment used for all works within the manhole locations Personnel are to be capable, fit, and experienced unless under direct supervision. Personnel to receive training in bespoke aspects of the tasks. Operatives and sub-contractors must have received training in the use of fall arrest equipment / harnesses and how to inspect the PPE should this need to be used. RAMS & Toolbox talk brief to be	2	3	6

						undertaken prior to work commencement. Please refer to HS.G.79 for more information.			
Water Management	Wildlife Environment	3	3	9	Y	Water being pumped from excavation or Manhole areas to be removed using a tankers. No plans have been made for pumps at this stage but its likely there may be a requirement for back up pumps Should any contaminates be seen within water course etc. pumping operations are to stop. All pumps and mechanical equipment to be situated on plant nappies 2 spill kits per pump to be situated away from the riverbank and away from the flood area. As required both contaminated water and ground may be controlled by the pumping operations. At no stage can the pumps be used to pump directly from the river.	2	3	6
Collision with plant / Site traffic	Employees Public Visitors	3	3	9	Y	Segregated plant and pedestrian routes, where possible Banksman with excavator at all times Operatives passing plant on foot to give the "thumbs up" and the plant operative to do the same Heras fencing to be erected around works area to prevent unauthorised access Team members to ensure the excavator 'exclusion zones are adhered strictly.	2	3	6
Slips Trips and Falls	Employees Public Visitors	3	3	9	Y	Good housing keeping in excavation Level and clear walkways to access of excavation and work area Manhole openings to be protected at all times Pump hoses to be correctly positioned away from work areas and traffic routes	2	3	6

Manual handling	Employees	2	4	8	y	Materials to be taken to location by mechanical means Operatives to lift within their personal capacity. Suitable training, instruction, and supervision to be provided.	2	3	6
Use of handheld small tools, electric and fuel driven power tools	Employees	3	3	9	y	All employees to be trained in use of relevant tools (ie. Abrasive wheels etc. PPE to be provided and worn including goggles and dust masks suitable for the operations Where possible operation to be carried out in open, ventilated environment (ie above ground) Bed and surround materials will be offloaded in a suitable area and transported as required, with operatives maintaining a suitable distance while deposition takes place. Vacuum dust extraction to be utilised on power materials.	2	3	6
Spillages	Wildlife, environment	3	3	9	y	Spill kits to be installed on every corner of the work areas, on scaffold access platforms and anywhere else deemed at risk. Should AGC incur a spill on the A48 scheme, an independent contractor will be the emergency call out to deal with large volumes. Biodegradable substances where possible, full checks of materials and equipment to be undertaken prior to starting works. All refuelling to be undertaken away from the river bank edge and following AGCL refuelling policy	2	3	6

APPENDIX B

Working Near Water Standard

GRIFFITHS civil engineering and construction

1.0 Purpose

The purpose of this Standard is to provide general safety guidelines for working on or near water. This Standard is applicable to all Alun Griffiths (Contractors) Limited employees and sub-contractors.

2.0 Roles and Responsibilities

Project Managers

- Must identify those types of locations and tasks that expose their workers to the risk of drowning.
- Produce a comprehensive risk assessment for each task identified. In most cases the hazard will be obvious whilst in others the risk may only occur if working inside guardrails or during bad weather, etc. In addition, managers responsible for operational sites will need to consider the risk to visiting workers and contractors.

3.0 Guidance and Requirements

3.1 Introduction

Working on or near deep or fast flowing water creates hazards additional to those normally experienced at other places of work and therefore special precautions must be observed.

Clearly this guidance cannot anticipate all the hazards that might by encountered at every work place but it does establish principles and standards which should be applied as rigidly as possible to identify situations where a risk of drowning exists and to implement the necessary precautions.

3.2 Major Causes of Drowning

Drowning can usually be linked to one or more of the following factors:

- Unguarded access to a water hazard.
- Disregard or misjudgement of the hazard.
- Inability to swim or to cope once a problem occurs.
- Lack of supervision.
- Incapacity due to illness or injury, which inhibits self-rescue.
- Absence of lifejackets or other lift saving equipment.

3.3 Dangerous Locations

Once the locations or tasks have been identified, instructions must be issued identifying them as such and establishing the required precautions. In some cases, the posting of signs may be appropriate (e.g. "Lifejacket must be worn").

The objective is for the workforce and any visiting workers to have a general awareness of the hazard locations and precautions and for appropriate employees to have specific instructions.

3.4 Risk Assessment

When assessing risks and precautions it is necessary to consider the safety of persons using the water for recreation purposes together with the likelihood of trespassers gaining access to dangerous places.

Risk Assessment shall be carried out in accordance with Risk Assessment and Method Statement Standard HS.S.26

Environmental conditions must be considered in the risk assessment prior to commencing work e.g. wind speed, rain fall, significant swell of watercourses. Work should not commence where the environmental conditions pose a significant risk to health and safety of personnel.

3.5 Control Measures

Persons working alone should wear an approved lifejacket irrespective of other precautions. In appropriate circumstances, e.g. high banks, a means to assist the operative to climb out of the water on their own, should be provided.

Any person using a boat or working on the inner slope of an embankment must wear a lifejacket. Additional precautions may be necessary in the form of safety lines and harness when working afloat.

Where operatives must go or work close to the water's edge, or inside fences or guards around water, or in any situation where they might fall into water, special precautions must be taken. This applies to regular, occasional, and one-off tasks.

The best precaution is to provide guards or fences that would prevent falls into the water. For regular tasks or visits permanent guards should be installed. For occasional or one-off tasks, temporary barriers may be more appropriate.

If fencing or guarding is not reasonably practicable the personnel concerned must either wear a safety harness and be roped back to a secure point or wear an approved lifejacket, or both, as circumstances demand, and adequate rescue equipment must be provided close to hand.

Vehicle and pedestrian routes must be kept as far from the water's edge as is practicable. Routes must be signed or barriered where necessary. On narrow roads one-way systems should be used where possible.

Where the water is flowing sufficiently fast to carry a person away, the additional safeguard of hanging a chain or rope approx. 50mm above the water, at a point downstream of the workplace, is recommended.

Points where persons could be swept or sucked into pipes or other underground or enclosed water transfer systems should be fitted with grills or guard bars.

3.6 Safety & Rescue Equipment

All safety and rescue equipment must be of an approved type, suitable for its purpose and routinely inspected and maintained.

Lifebuoys to CE Type approval will be 24" diameter, polythene cased with polypropylene ropes. (e.g. Perrybuoy). Safety belts, harnesses and lanyards must be to BSEN 361-365 and

issued with a test certificate.

Thus, for Secumar lifejackets the schedule for examination will be:

Level 1	Pre-wear check	Every time used
Level 2	Automatic device check and general condition	Monthly
Level 3	Check air tightness (manually inflate and leave 24 hours) and weight gas cylinder	12 monthly
Level 4	Replace the "automatic pill" (device required for activating the self inflating mechanism). ENSURE THAT THE AUTOMATIC PILL PACKS ARE WITHIN EXPIRY DATE	Every twelve months or whenever the jacket has been auto operated
Level 5	Manufacturers service	Every 2 years (or as specified by the manufacturer)

All inspections and services must be recorded.

All persons required to use lifejackets and/or safety harness shall be instructed in their use, pre-use checks and the cleaning and storage arrangements.

BSEN 395 or equivalent.

This means a fully automatic inflating device must be incorporated. The standard lifejacket for inland waters and operational sites provides 100 newtons buoyancy. For tidal waters, a 150 newtons buoyancy minimum is required.

Emergency Lifeline: In certain cases, this may be more appropriate than the standard "ring" lifebuoy. It has considerably greater throwing range and its compact form makes it easy to carry or stow.

3.7 Inspection, Maintenance and Training

Safety and rescue equipment should be maintained and serviced at the intervals recommended by the manufacturer.

The environment in which the equipment is used and the working treatment it receives will dictate more frequent checks on general condition and serviceability. As a general rule, monthly checks will be sufficient unless use is frequent or working conditions rigorous.

4.0 Further Guidance & Supporting Documents

Standards

HS.S.26 Risk Assessment and Method Statement Standard

Forms

HS.F.14 Daily Briefing Form

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APPENDIX C

Risk Assessment Guidance Sheet

Working on or Near Water

Hazard	Risk	Consequence
• Insufficient barriers, edge protection, decking • Incorrect use/not wearing life jacket • Insufficient lifebuoys/rescue boat and equipment • Chemicals/Oils Dust • Leptospirosis	• Person falling into water • Persons falling into water • Persons swept away • Chemicals/Oil/Dust enters water course	• Drowning, major injury • Pollution of watercourse, damage to wildlife, statutory fines, costs of clean up • Weils' Disease

HOW TO CONTROL THE HAZARD

Section 1 — Managerial / Supervisory Planning

- Investigation will be made to establish any Local and Port or Harbour Bye-laws or The Docks Regulations apply. In each case, a risk assessment of will be made taking into account the work to be done, access/egress requirements and protection of the area beneath the work.
- The role of management is to define a safe system of work prior to commencement of work. Managers will check method statements supplied by subcontractors and others, to ensure that the proposed work method is safe.
- Record Method Statement/Risk Assessment briefings (HS.F.14) and toolbox talk briefing (HS.F.15) prior to commencement of the work.
- Rescue equipment will be checked daily, also provision of first-aid equipment and the presence of a trained first-aider.
- Supervision will ensure all persons required to wear life jackets are doing so.
- Ensure personnel selected are physically fit and experienced unless under direct supervision.
- Refer to Working Near Water Standard (HS.S.33) for further guidance.

Section 2 — Training and Competence Requirements

- Supervisors must hold a current Site Supervisors Safety Training Scheme (SSSTS) certificate.
- Evidence of competency to be available and CSCS where applicable
- All operatives must be given specific instructions on the system of work to be used in each case.
- Selection may be required of operatives who have experience of the work and are physically fit.
- Operatives are required to wear harnesses and buoyancy aids will be trained in their proper use; all will be trained in rescue actions.

Section 3 — Operational Control

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1. Edge protection will be provided where practicable. Safety lines and harnesses will be worn where edge protection cannot be provided.
2. Lifejackets supplied must be able to support the weight of the individual taking into account the clothing worn when wet (especially thick winter clothing), tool belts and any other PPE.
3. Life jackets will be worn by, persons working or supervising within 2.0m of the water's edge.
4. Chest waders / wader boots must only be worn in shallow water approximately knee deep (if the individual fell over he should be able to sit up and not be under water)
5. Sufficient lifebuoys and rescue lines will be available and checked daily.

6. A powered rescue boat or other means of prompt rescue will be available.
7. No lone working shall be permitted.
8. Where there is fast flowing water, consideration will be given to the provision of grab-lines downstream.
9. Gangways and areas near water will be kept clear of obstructions.
10. Suitable lighting and warning notices will be provided at edges adjacent to water.
11. Consideration will be given the possible presence of Leptospirosis bacteria.
12. Provide physical contamination barriers to prevent material/substances entering the water. Spill kits must be kept in the vicinity of the works and personnel trained in their use.

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APPENDIX D

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APPENDIX E

METHOD STATEMENT BRIEFING RECORD

Contract Name:		Sheet No.	10
Contract Number:		Date:	

METHOD STATEMENT EXPLANATION FORM

Method statement	
Method Statement No.	AGMS 000
Date of explanation	
Explanation given by	
Topics covered:	Method statement explanation including toolbox talks on: • Excavations • Confined Spaces

No.	Attendee	Signature	No.	Attendee	Signature
1			14		
2			15		
3			16		
4			17		
5			18		
6			19		
7			20		
8			21		
9			22		
10			23		
11			24		

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12			25		
13			26		

Signature of person giving explanation: .....

Signature of attendee confirms understanding of explanation given