

ALUN GRIFFITHS (CONTRACTORS) LIMITED

PROJECT: Menai Shellfish

METHOD STATEMENT NO. AGMS 002

SUBJECT: Glandwr Road Works

Originated by: Reuben Smith Date: 15/02/24	Construction Approval: Date:	Environmental Approval: Date:	General Foreman Approval: Date:
P.M. Acceptance: Date:		Work to commence Approval: Date:	
Revision	Date	Change	Revision
0		Issued for approval	
AGCL		Clients (Representative)	
Distribution:		Other	
Project Manager	Site Agent	General Foreman	Site Copy
Project Manager.	Supervisor		

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1.0 Introduction

This document provides the procedure and methodology that is to be followed whilst carrying out the site set up of the Menai Shellfish Scheme. This includes delivery/movement of materials, erection of site security fencing and welfare and office facilities.

2.0 Responsibilities

Project Team Member			Method Statement [MS] Responsibilities
Name	Role	Mobile	
Owain Thomas	Regional Director (AGCL)	07966318184	Allocation of appropriate resources Appointment of suitable Subcontractors Delegation of supervision Monitoring progress and KPI
Iwan Pritchard	Project Manager (AGCL)	07966387813	Allocation of appropriate resources Appointment of suitable Subcontractors Delegation of supervision Monitoring progress and KPI
Joe Pritchard	Site - Agent (AGCL)	07866187147	Procurement of materials. Supervision of works, including Safety, Quality, CEMP & management of subcontractors Site inductions
Barry Evans	Foreman (AGCL)	07812003083	Planning & use of resources Allocation and overall supervision of works Issue Work Permits Monitor safety & other aspects of the project IMP
Reuben Smith	Senior Engineer (AGCL)	07812003046	Setting out Assisting Site Agent Compilation of all records ITP/ QA
Peter Roberts	SHEQ Advisor (AGCL)	07812249479	Review Methods of Work & give advice Site inductions Audit works: safety, quality & CEMP

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3.0 Method/Procedure.

Prior to commencing the works:

- Site induction of all personnel associated with the works.
- Driver flash card instructions for any delivery drivers arriving to site.
- Carry out a briefing to all employees associated with the work.
- AGC engineer to mark out extent of works area.
- AGC to carry out topographic survey of area prior to stripping topsoil.
- CAT scan area of excavation. Clearly marking out all existing services, (above and below ground) providing protection as necessary. Permit where identified.
- Ensure that GS6 'Goal Post' have been erected under any overhead services.
- Carry out trial holes to identify all existing underground services in area of excavation.
- AGCL engineer to issue permit to excavate/proceed clearly explaining locations of all services present.
- AGCL Agent/Engineer to issue permit
- Carry out method explanation to all employees associated with the work.

Methodology:

Lining existing 450 sewer between MH 5001 and MH 5902

- Establish Signing, Lighting and Guarding including Barriers. Providing adequate pedestrian access as required
- Once guarded, open manhole chamber and check for hazardous atmosphere using gas monitor.
- Monitor for 10mins prior to any confined space entry and then continually monitor during the activity.
- If man-entry required, establish Safe System of Work as per Confined Spaces SSW. If the category of confined space is classified as 3 or 4 then a site-specific method statement and a permit to enter must be put in place.
- Do not enter if hazardous substances are suspected
- Clean sewer using high-pressure water jetting equipment to be situated in the car park East of the beach or on nearby road. Waste from jetting will be retained within the sewer and will flow down stream to treatment.
- Set up and test CCTV equipment. Undertake CCTV Survey. During CCTV survey all incoming connection locations are recorded for use when re-opening after lining
- Set up over pumping – sewer flow control and drainage protection. (Where practicable, flows will be over pumped using diesel driven pumps, discharging via "layflat" hoses suitably protected and running to the downstream manhole of the section being lined. Where "layflat" hoses cannot be used, flows will be over pumped using a tanker) equipment to be situated in the car park East of the beach or on nearby road.
- The lining rig and liner will be sited in the car park East of the beach the winch and compressor will be located on hard standing off the beach.
- Work will commence preparing each end of the lining run by Installing a Pulley and Roller system.
- A draw cord is then passed through the pipe. This is passed through using either the CCTV unit or a cobra wheel. The winch wire is attached to the draw cord at the launch end and is then fixed to the winch already established at the reception end. The winch is used to feed in the liner in a lay flat form into the Manhole
- The liner must be removed from the transportation packaging and fed in to the launch end of the lining run. A leading edge will be made at the end of the liner; this will enable the winch cable to be securely fastened (The leading edge is formed by simply folding the liner back and securing with a strop to attach the winch).
- The liner is fed from ground level into the Manhole and winched into pipe. Once in position the winch is disconnected and removed.
- Once the liner has been fed in, the ends will have to be closed using packers.(If required the packers will be anchored using Raw bolts and straps) The liner is then inflated to approx. 250-450 mBar (dependent upon the

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diameter being installed) using compressed air) Before the light train is inserted into the liner, a pre-determined test will be undertaken inside the lining vehicle, this will consist of switching on the light cores for approximately 30 seconds this will pre-determine if any of the bulbs/sensors are dis-functional

- Now the liner has been set up the UVA light core is fed into the liner from the reception end. The light core will be pulled through to visually inspect the inflated liner using its integral camera to ensure correct positioning before curing.
- The light cores must only be switched on once they have been completely inserted in the liner. The light core will then be winched through the liner at the predetermined speed set in accordance with the liner diameter. Winching speeds as per table within the operating manual. For a 150mm /225mm liner, the speed will be set at 0.8 Meters per minute (dependent upon weather/site conditions), data will be recorded at 30-second intervals during liner inflation through to the end of the curing process.
- On completion of the curing works the liner will be allowed to cool for between 15 to 20 mins. The lining ends and intermediate MH if applicable are cut and trimmed using air driven tools
- Carry out post CCTV survey
- Complete job sheet and survey details and dispatch to office for coding and preparation of reports etc
- All flow control and by-pass equipment are removed (pumps, hoses, stoppers etc.)
- Carry out a chambers check to ensure they are left clean and free from obstructions. Gas detectors are removed and the covers replaced.
- Remove signing, lighting and guarding taking note of potentially changed traffic conditions
- Ensure the site is tidy, dispose of any waste and arising's responsibly

Fill and abandon MH 5001

- The chamber will be surveyed in advance and a former made to be fitted inside the chamber.
- Works will be undertaken aligned with the tide on a date to give most dry working time at the beach.
- The small excavator will track onto the beach from the small slipway and track down to the chamber.
- The cover, brickwork and MH cover slab will be removed by the excavator and loaded into a dumper for removal from the area.
- The former will then be fitted and secured in position and sealed.
- The area above the former will then be filled with marine grade concrete by a concrete pump positioned on Glandwr Road.
- The concrete pump will be located in the car park to the East of the beach.
- The area around the chamber will be covered in visqueen to prevent concrete spills onto the beach.
- Once the concrete has been poured to top of ring level the beach will be locally reinstated over the buried and abandoned chamber.
- All plant and materials removed from the beach.

Sealing MH 5902 to stop the water ingress

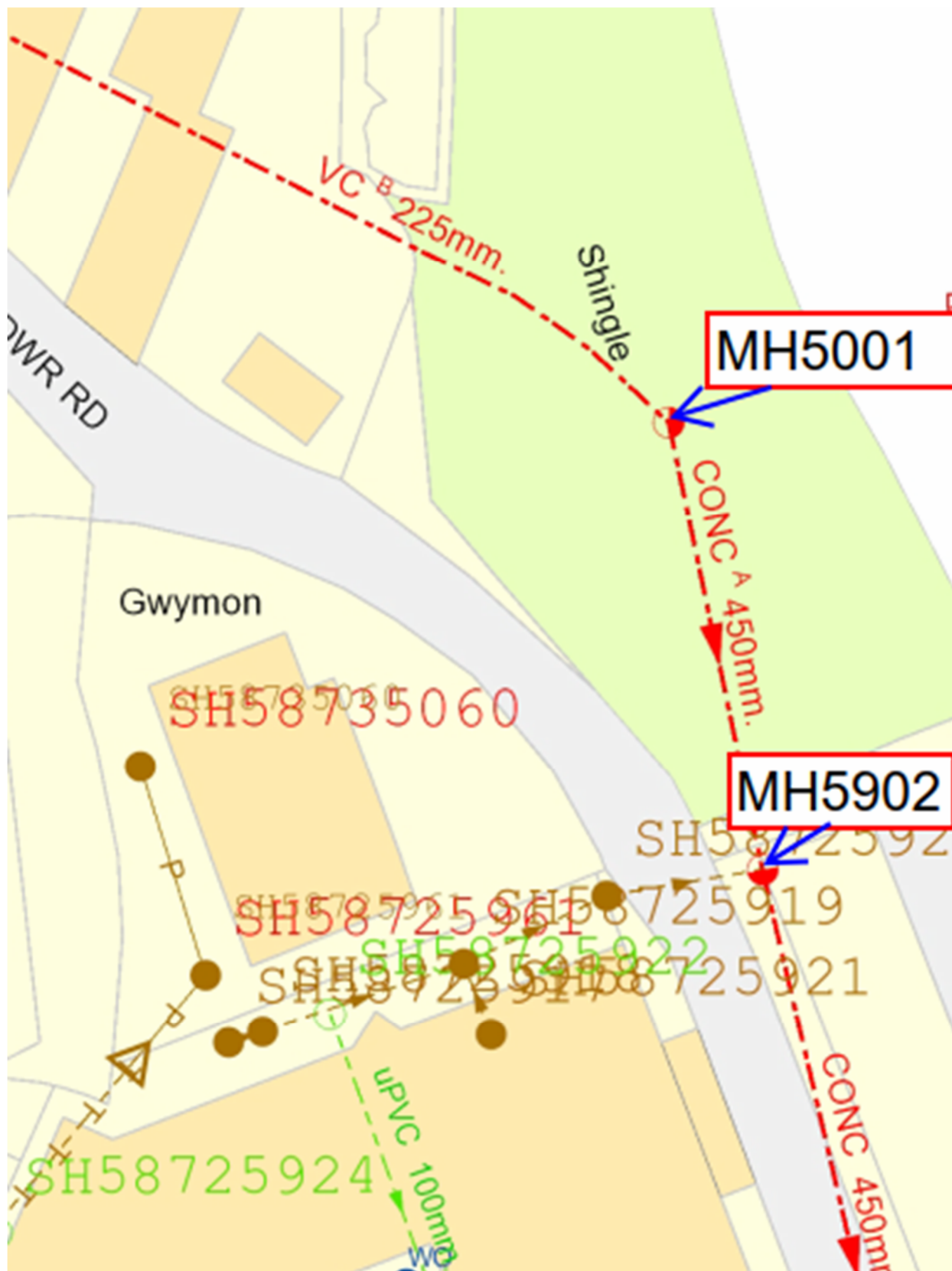
- Establish Signing, Lighting and Guarding including Barriers. Providing adequate pedestrian access, where required.
- Lift the MH cover and check for hazardous atmosphere using gas monitor (monitor for 10 mins prior to any Confined Space activity – only proceed if atmosphere is safe)
- Continually monitor during the activity.
- If man-entry required, establish Safe System of Work as per HS.F.34 Confined Space Permit, person entering to wear correct PPE including (harness, hard hat, gloves, goggles) Ensure gas detector and escape BA are

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lowered into chamber.

- Safely deploy Winch and tripod, attached winch line to safety harness and proceed to enter if safe to do so (entrant MUST not look up during entry)
- Complete Confined Space entry permit and checklist If the category of confined space is a 3 or 4 then a site specific method statement, and/or permit to enter is required to be completed.
- Do not enter if hazardous substances are suspected.
- Enter the confined space while attached to the approved vertical lift rescue harness, attached to a fall arrest device or man winch.
- Jet wash manhole to remove all surface contamination. Inspect entire manhole for water ingress.
- Treat all live water leaks by drilling 14mm holes, inserting bore packers and injecting using MC Injekt 2088 foaming polyurethane leak sealing resin.
- The following day remove all bore packers and pump drill holes with Nafufill KM 250.
- Fill joints with the using Nafufill KM 250 concrete repair mortar.
- Form angle fillets to all 90 degree corner details using Nafufill KM 250 concrete repair mortar to a clean, well prepared substrate apply MC-Proof 101 HS (formerly Oxal DS-HS), building in layers and tanking the repaired areas.
- On completion remove all dust and debris.
- Check chamber to ensure that all tools / equipment has been removed.
- Refit MH cover and generally check site for cleanliness and security.
- Remove signing lighting and guarding taking note of potentially changed traffic conditions.

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5.0 Equipment

A list of required plant is listed below, other plant and equipment may become apparent as the scheme progress.

- gCAT4+ and Genny4.
- Insulated hand tools,
- Compound welfare units and stores facility,
- Emergency response items (i.e., spill kits, plant nappies, first aid kits, fire stations and extinguishers etc.).
- Heras fencing.

6.0 COSHH

- Diesel/Petrol & oil
- Grease
- Concrete
- Spray Paint

7.0 PPE Requirements

Mandatory PPE Requirements		
☒ Safety Helmet: (Mandatory) EN397 or EN12492.	☒ Safety Footwear: (Mandatory) EN345.	☒ Hi Visibility Clothing – long sleeve shirt/jacket & trousers (Mandatory) EN471:2003 Class 2 & GO/RT 3279, EN471:2003 Class 1.
☒ Safety Glasses: (Mandatory) EN 166:2001.	☒ Work Gloves: (Mandatory) EN388.	
Task Specific PPE Requirements		
☒ Hearing Protection: Task: working near plant	☒ Harness: Task: drilling, grouting, scaling and devegetation works at height	☒ Fire retardant overalls: Task: Breaking ground
☒ Respiratory Protection/Masks: Task: mixing grout.		

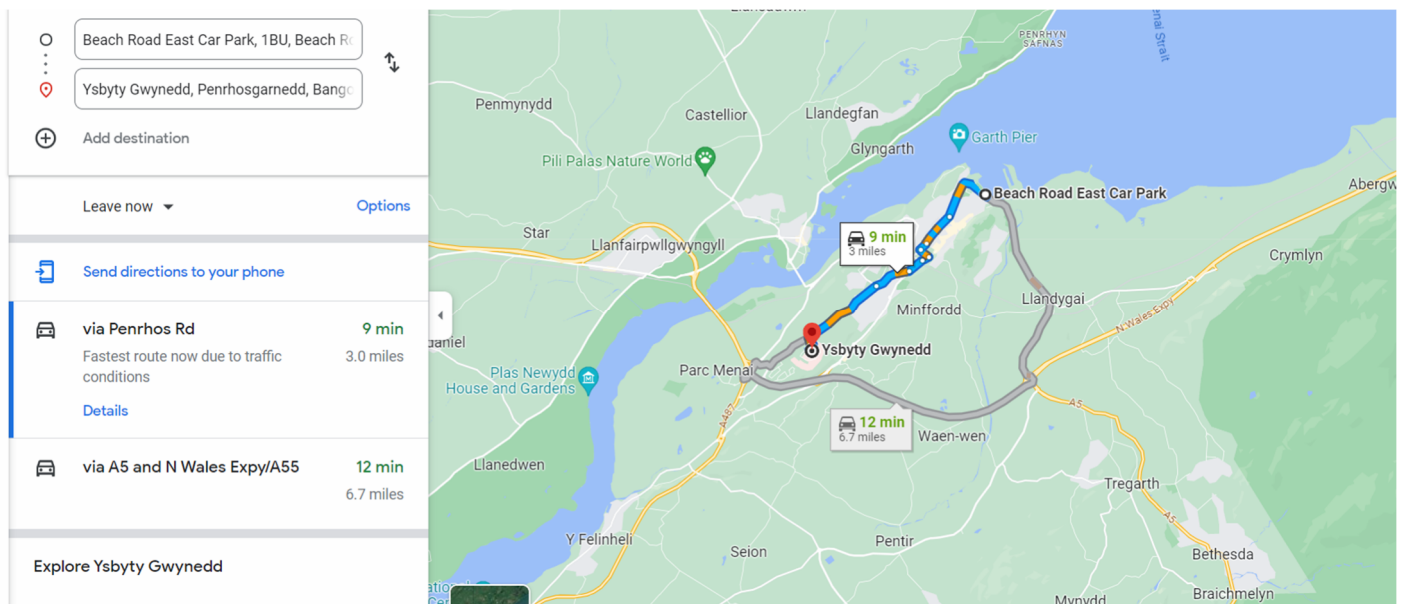
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8.0 Emergency Procedures

Any accidents or near misses must be reported to the Site Supervisor. Emergency contact numbers are listed above. Site address - Beach Road East Car Park, Beach Rd, Bangor LL57 1DG

In the event of a serious incident, site staff shall contact emergency services on 999 and provide location information as outlined above.

Nearest A & E - Ysbyty Gwynedd, Penrhosgarnedd, Bangor LL57 2PW



9.0 Appendices

- Appendix A: Risk Assessment.
- Appendix B:
- Appendix C:
- Appendix D:
- Appendix E: Method Statement Briefing Form.

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APPENDIX A

RISK ASSESSMENT

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Method Statement Name: Glandwr Road Works				Method Statement Number: AGMS 02						
Contract: Hirael FAS				Contract Number						
Originator Name: Reuben Smith				Approval Name:						
Signature: <i>R. Smith</i>			Date: 15/02/24		Signature:		Date:			
KEY:		L = Likelihood	S = Severity		R = Risk (Likelihood x Severity)					
RISK RANKING:		3= Likely 2= Possible 1= Unlikely	3= Fatality 2= Major Injury 1= Minor Injury		1 to 2 = Acceptable – Use basic control measures (PPE, Supervision, Tool- box talks etc.) 3 to 6 = Significant Risks, further control measures to be applied to reduce results to Acceptable 9 = Critical Risks – Not Acceptable					
Ref No	Task/Element	Potential Hazards	Population at Risk	Risk Rating			Control Measures Specified	Revised Risk Ranking		
1	Existing Services – overhead and underground.	Striking Service	Employees	4	4	16	- Suitable sized machine to be selected or / and height restrictor device attached. - Ensure that the GS6 'goal post have been erected to de-mark the restricted area for working beneath overhead lines - Ensure that the area to be excavated is surveyed with CAT and Genny – mark up all services. - Permit to dig to be issued prior to commencing excavation. - If services present locate by hand. Refer to MS-004 to carry out trail holes. Refer to HSG47 document for 'Avoiding Underground Services. All operatives need to be briefed on this document.	1	4	4

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2	Environmental Impact.	Crossing water courses	Public.	4	4	16	- Careful excavation in good weather conditions - Frequent Vehicle and plant maintenance - Refuelling not to take place within 30m of a watercourse/drain. - Oil and grease replacement not to take place within 30m of a watercourse/drain. - Under any circumstances no refuelling, oil/grease replacement to take place on the foreshore - Noise mitigation methods employed as required. Noise monitoring - Refuel only in the yard. All fuel bowsters to be positioned in the yard and to have adequate spill kit and granules, and funnels. - Refuelling only to be carried out by designated person. - Observe Traffic Management Plan, Dust management, observe agreed working hours	1	4	4
		Infilling watercourses pool	Employees.							
		Emission of noxious gases	Environmental.							
		Emission of noise								
		Use of fossil fuels								
		Increased noise, traffic, dust, mud, light, working hours								

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3	Transportation of Fill & Materials.	Overturning of Plant. Dust pollution. Interface with highway traffic.	Employees Environmental.	4	3	12	- All plant to be operated by trained and competent personnel only (CPCS/NPORS) - All plant to be checked on arrival to site and to hold all necessary test certificates. - Always travel with skip in horizontal position. - Seat belt to be worn at all times. - All plant to be fitted with warning lights on top of their vehicle. - Dust suppression to be used during periods of dry weather. - Site speed limit of 15mph to be adopted - Suitable well maintained haul roads to be constructed between each working area. - Designated route to be used during transportation of material. - Plant to be used within their capabilities when travelling / working on uneven or steep ground.	1	3	3
4	Working Area,	Trips and falls	Employees	3	2	6	- Ensure all walkways are free from trip hazards. - All personnel to wear laced safety footwear - No walking on batters, use designated access routes. Keep access routes clear. - Good housekeeping to be maintained at all times - Park vehicles at suitable location to welfare facility. - Provide suitable fencing, signing and guarding to the working area as necessary. - Use designated/ proper access to enter and exit plant. - Provide edge protection to vertical sides where above 1m drop. - Work area to demarcated and appropriately signed	1	2	2

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5	Heavy Plant Movement	Collision of Plant or/ and Operatives.	Employees	3	4	12	- All plant only to be operated by trained and competent personnel (CPSC/NPORS card required) - Full PPE to be worn including high visibility full sleeve and trousers. - All plant to hold all necessary test certificates (check on arrival to site). - All plant to be fitted with and use warning lights on top of their vehicle. - All plant to be fitted with and use audible reversing alarm. - Seat belts to be worn at all times. - Ganger/ Supervisor will agree position for the operation during the activity. Personnel to remain in 'line of sight' of the plant operator at all times. Plant operator must stop immediately when he is not visible at the Safety Zone. - Pre use inspection completed by operative. - Do not use plant if broken or faulty. - Use designated haul roads. - Fence off work area	1	4	4
6	Reversing vehicles.	Collision of Plant or/ and pedestrian.	Employees.	1	3	12	- All vehicles to have banksman in attendance when reversing. - The banksman is not to walk along side the wagon when reversing.	1	3	3

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7	Use of substances hazardous to health – Diesel Grease Oil. Concrete	Dermatitis. Environmental Incident. Respiratory issues	Employees. Environmental.	3	3	9	- COSHH briefings to be carried out accordingly and control measures within adhered to. - Spill kit to be available – near the work area. - Operatives to be trained to use spill kit. - Disposal of COSHH related waste in accordance with manufacturer's guidance and site procedures - Wash hands with clean water and soap before eating. - Waterproof gloves for concrete	1	3	3
8	Excavations.	Collapse Open excavation	Employees	4	4	16	- All excavations to be battered or stepped back (When exceeding 1.2m or if conditional demand) - If not possible to batter or step back the excavation, shoring method to be used. - Never enter excavation if possibility of sides to collapse. - Excavation to be inspected prior to entry and periodically in accordance with site procedures - Ensure suitable access and egress. - Install edge protection in form of fencing to prevent vehicles driving into ditch. - Ensure that site perimeter fencing is in place to prevent unauthorised personnel onto site. - Safe working distance for excavator to be agreed with supervisor	2	4	6

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9	Lifting operations. Failure of accessories/ boom	Dropped load, Death Damage to property.	Employees	4	4	16	- All lifting equipment will be certified and tested within the last 6 months and will be checked by the slinger prior to use. - Remove all personnel from lifting area. - Ensure safe zone is established by means of physical barrier. - Operatives do not stand or place body parts under suspended loads. - Ensure SWL is not exceeded by adhering to lift plan. - All accessories to comply with Lifting operations and Lifting Equipment regulations. (LOLER). - Trained slinger/signaller to sling and control lifts - Tag lines/podgers to be used to guide loads when suspended	1	4	4
10	Lifting	Falling Object/ Load Personnel crushed by load.	Employees	3	4	12	- CPCS qualified banksman to be used to sling loads. - Lift plan to be provided for the lift prepared by a CPCS qualified Appointed person. - Lifting equipment to have a valid test certification, and inspected prior to use. - Plant operator to be competent and CSCS lifting with excavator qualified. - Only lift of flat/ level ground. Ensure that ground is firm.	2	4	8

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11	Slips trips and falls caused by uneven, steep, debris or slippery ground conditions.	Muscular Skeletal Injuries. Cuts, Abrasions	Employees	4	3	12	- Supervisor to review access to assigned work areas as work progresses and adopt safe working practices accordingly. - Wear appropriate safety footwear suitable to the task and site condition. - Monitor and maintain good site housekeeping standards.	2	3	6
12	Use floor saw	Noise Dust	Employees Public	4	4	16	- Task specific PPE to be worn when using saw – goggles, dust mask, ear defenders - Use dust suppression system when cutting concrete - Ensure works adjacent to public is screened - Water bottle to be used	2	3	6

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13	Material deliveries via public highway	Collision with public highway traffic. Reversing vehicles. Mud on road. Projectiles form vehicle Wheels	Public & Employees.	4	4	16	Ensure Road wagons wheel are inspected prior to entry onto public highway Remove any mud from wheel Ensure that road sweeper is in attendance during operation. All plant to be fitted with warning lights on top of their vehicle. All drivers to receive a driver induction before commencement of task. All vehicles to have banksman in attendance when reversing. Suitable haul roads to be constructed between each working area. Designated route to be used during transportation of material	1	4	4
14	Unauthorised Persons	Collision of Plant and/or pedestrians.	Public.	4	4	16	Works area to be fenced off to prevent unauthorised access. Signs to be erected to notify of ongoing works. Ganger/ banksman to be in attendance at all times, operation to be stopped if unauthorised person in area.	1	4	4

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15	Manual handling	Muscular/Skeletal injuries	Employees	3	3	9	Use a mechanical aid where possible Split/share loads where possible Only lift what is comfortable for you as an individual Employ manual handling practices Do not place limbs/digits on crush/pinch zones	1	3	3
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16	Working in plant interface zones (PPIZ)	Collision of Plant and/or operatives.	Employees	3	4	12	- When the excavator is instructed to stay still, the plant operator must apply the dead man's handle to isolate the machine. - All personnel must at all times vacate the PPIZ if there is no need for that person(s) to be in the zone. - People are only permitted in the PPIZ when the item of plant is moving under the control of the banksman and when conducting low risk movements. - Only personnel who have been briefed on the risks and methodology contained in the RAMS are permitted to access the live PPI Zone - If client supervisors or engineers need to enter the zone ALL plant must be stationary and isolated. - Personnel who are located within the PPIZ must always be in the field of vision of the plant operator. - One banksman to be identified for the operation, he is to control all plant movements within the PPIZ and the plant operators must be instructed to take instructions ONLY from the identified banksman. - Line of sight between the plant operator and banksman must be sustained at all times, if either one cannot see the other the task must stop. - Confirm method of communication before starting the task. If voice communication is used, ensure operator can hear the signals clearly with plant engines running. Cab windows may need to remain open	1	4	4
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17	Mobile plant	Collision of Plant and/or operatives.	Employees	3	4	12	- All plant only to be operated by trained and competent personnel (CPSC card required) - Full PPE to be worn including high visibility full sleeve and trousers. - All plant to hold all necessary test certificates (check on arrival to site). - All plant to be fitted with and use warning lights on top of their vehicle. - All plant to be fitted with and use audible reversing alarm. - Seat belts to be worn at all times. - Do not use plant if broken or faulty. - Use designated haul roads. - Fence off work area - Do not exceed limits of plant - Ensure terrain is suitable for the item of plant in use	1	4	4
18	Exposure to vibration from hand held equipment or Plant. (Vibrating poker, Stihl saw)	Vibration related injury HAVS	Employees	4	3	12	- Comply with AGC Vibration Policy and procedures at all times and record HAVS usage. - Consult company hearing and vibration data chart for mechanical/electrical tools to ascertain trigger time information and ppe requirements. - Where practicable limit the amount of time each operative uses equipment i.e. take regular breaks, rotate task and break up with other works. - Equipment is to be maintained serviced, repaired and sharpened on a regular basis to reduce avoidable increase in vibration.	1	3	3

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19	Use of hand/power tools	Injury	Employees	4	4	16	- Follow manufacturer's instructions - Apply task specific PPE as required (Hearing protection, goggles, dust mask) - Check tools before use and complete PUWER checks - Do not use damaged/faulty equipment - Keep hands clear of sharp/moving components	2	2	4
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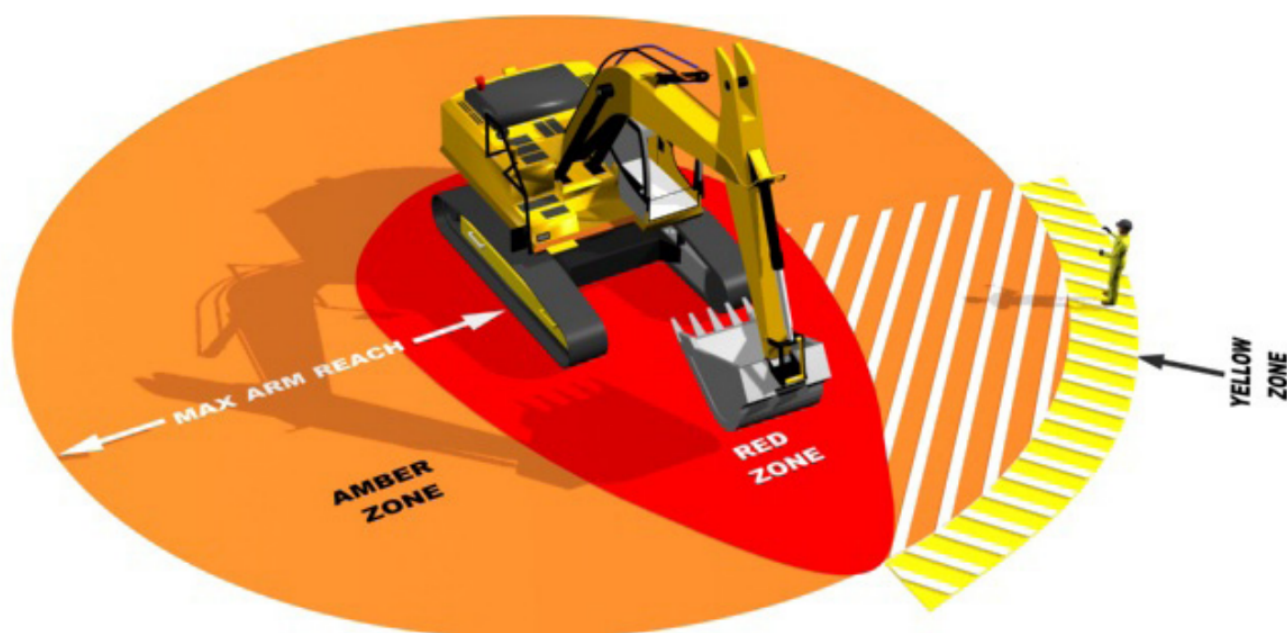
20	Working in or Near Water Courses	Contamination of watercourses. Leptospirosis Flooding	Environmental	3	3	9	• NRW consent permit to be followed • Adherence with GPP5 • Ensure silt mitigation fencing has been erected prior to excavations • Ensure that silt fencing is regularly inspected – Daily if excavation works ongoing in area. • Assess weather conditions prior to excavation, don't carry out activities within watercourse if heavy rain expected. • Ensure all foreign items are removed from riverbanks if floods are expected • Pump to settlement pond/ grass area, silt fencing erected. • Do not eat, drink, smoke at work area. • Wash hands before eating, drinking, smoking after working near river • Wear waterproof gloves when handling wet/organic material at the river • Monitor water courses. • Strict methodology to be followed • Cofferdams/over pumping/diversions to be implemented as necessary • Plant to be cleansed in sealed areas prior to works • All plant will run on bio-oil	2	3	6
21	De-watering	Release of contaminant to watercourses	Environment	4	3	12	• Adherence with GPP5 • De-watering will only be carried out as per agreed methods. • Prevent water from entering excavations wherever possible (To avoid de-watering). • Permit to pump procedure shall be implemented • Filtration/settlement to be arranged prior to discharging • Discharge (Of cleansed) to watercourses only with NRW consent via permits, and necessary control measures	2	3	6

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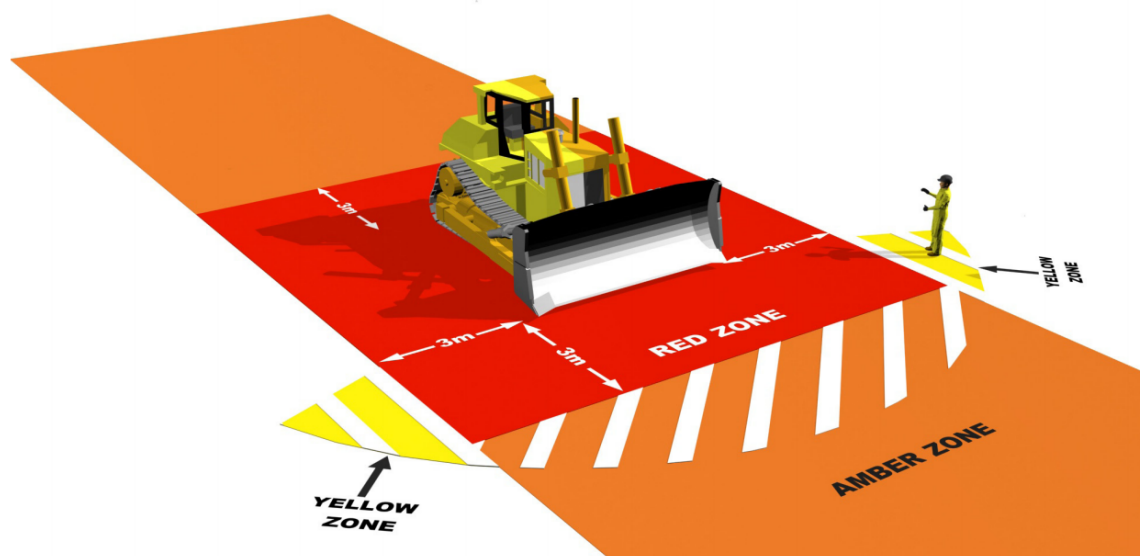
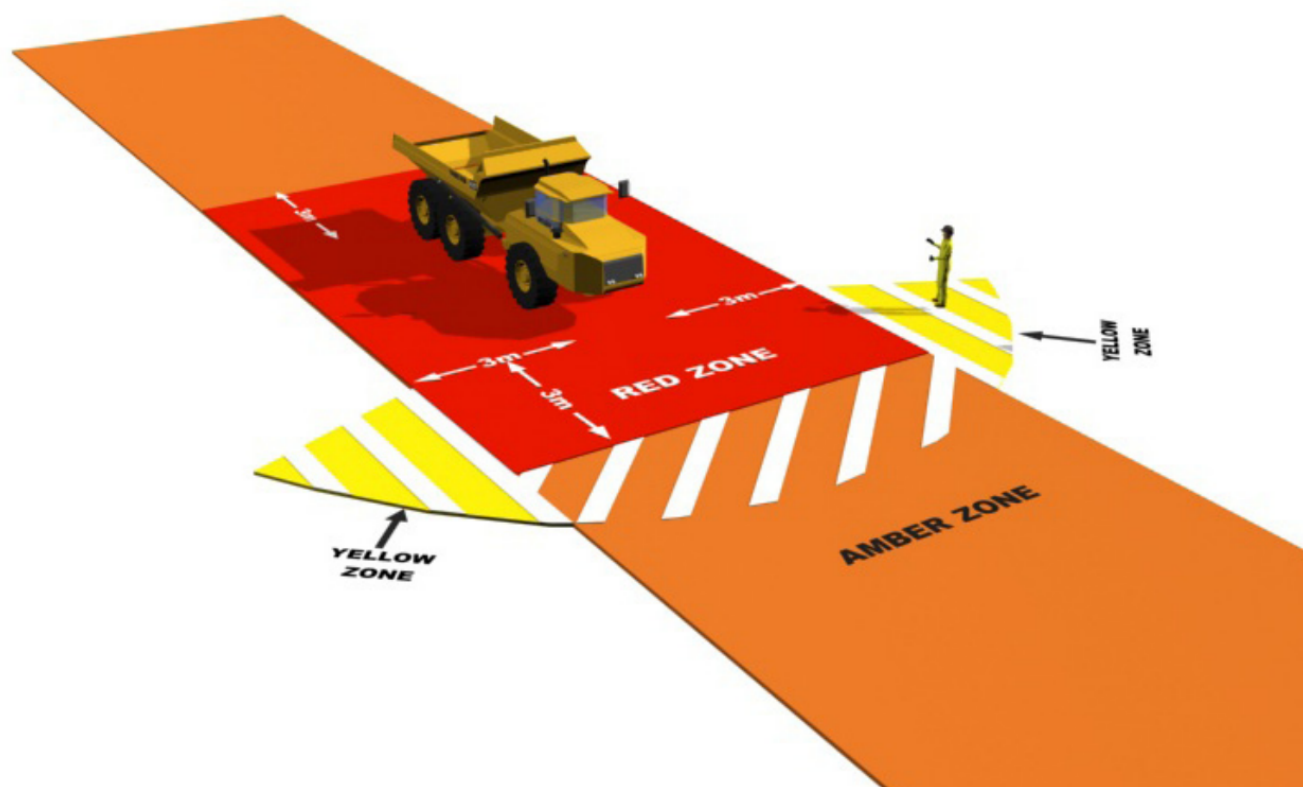
22	Silt & surface run off	Contamination of watercourses	Environment	4	3	12	- Mitigation plan to be produced, identifying sensitive areas and controls. - Surface water managements to be implemented as part of a silt mitigation plan (Ditches/pipes, lagoons, silt fencing). - Silt fencing to be erected around watercourse perimeters and below potential run-off areas. - Weather conditions will be monitored and works planned accordingly to avoid causing issues in wet conditions. - Vegetation stripping to be confined to fundamental areas only. - Concrete/cement wash out procedure to be implemented.	2	1	2
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APPENDIX B

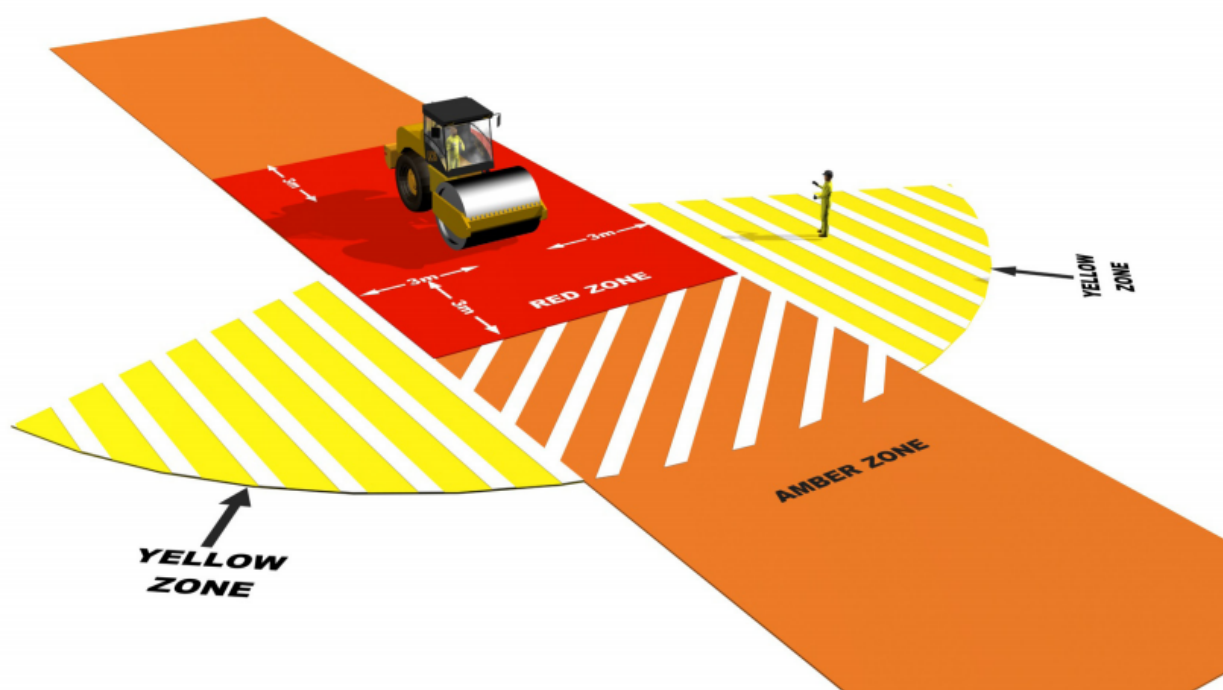
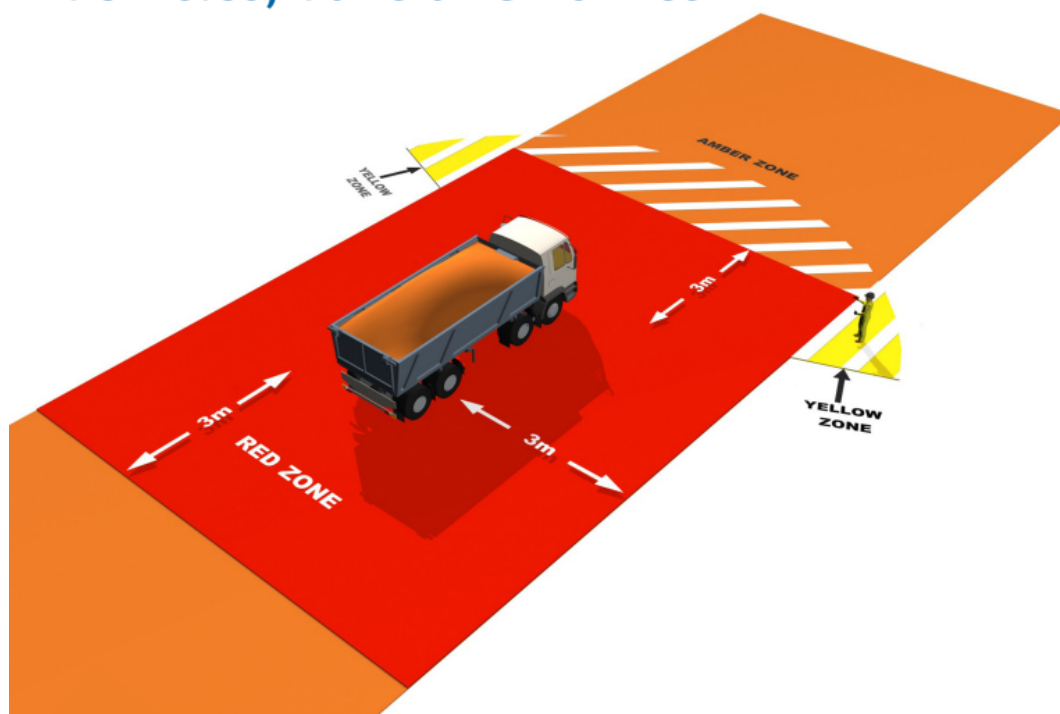


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Vehicles, Vans and Lorries



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Plant Interface Zones

Yellow Zone

All personnel involved with the plant operation must remain within this zone to maintain visual contact with the plant operator.

Amber Zone

Entry prohibited until positive visual contact is made with the plant operator and the machine is immobilised.

Red Zone

Entry prohibited unless the machine is completely isolated with the machine immobilised and the engine switched off.

Hatched Zones

Denotes typical sight lines of the plant operator

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APPENDIX C

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APPENDIX D

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Contract Number:	4280	Date:	15/02/24

APPENDIX E

METHOD STATEMENT BRIEFING RECORD

METHOD STATEMENT EXPLANATION FORM

Method statement	Glandwr Road Works
Method Statement No.	AGMS 002
Date of explanation	
Explanation given by	
Topics covered:	Method statement explanation including toolbox talks on: Conditions of Marine License

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		
12			25		
13			26		

Signature of person giving explanation:

Signature of attendee confirms understanding of explanation given