



Contract: Llangrannog Final Effluent Outfall Trial Pits

Method Statement/Risk Assessment

MS Ref:	MS/C854L/01
Title:	Trial Pit Excavations & Backfill Only
Author:	Paul Morgan

It is a condition of this Method Statement that it is approved by a single person as per the "Approved by" box below, and that one further signature is added from the list of nominations from the following
GF / PM / Safety Co-ord. / Site Safety Supervisor / Site Agent.

APPROVAL PROCEDURE :	Name	Signature	Date
Method Statement completed :	P Morgan		25/10/2019
Approved by :GF/PM/SITE SAFETY CO-ORD.			
Approval to proceed by GF :			
Approval to proceed by SA :			
Approval to proceed by Foreman :			
Approval by other (specify) : _____			
Distribution To : Young Bros Limited DCWW	A M Young		
	D Roberts		
Date of latest review :			
Review by (initials):	PM	PM	
Date of revision	01.11.19	11.11.19	
Revision	A	B	C
			D
			E
			F

The understated persons are involved in the work described in the attached Method Statement.

DECLARATION.

As undersigned by myself, I confirm I have received and understood the duties and responsibilities expected of me in regard to the attached Method Statement and Risk Assessment, and I agree to abide by all contained / referred to within it. Furthermore I will not use any equipment (which requires specialist training), for which I have not been trained.

Method Statement Title	Method Statement Number
Trial Pit Excavations & Backfill	MS/C854L/01

	<u>NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>
1.			
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References

Drawings & Sketches

Reference	Title
AC513-DCC-07-BG-DR- CC-05000	Llangrannog Fianal Effluent Outfall Trial Hole Details

Specifications, Guidance Notes & Codes of Practice

CESWI 7th Edition

Civil Engineering Specification, Version 1.0, November 2001

Other Relevant Documents

Young bros Ltd – Health, Safety & Environmental rules and procedures

Young Bros Ltd – Health, Safety & Environmental Site File

Young Bros Ltd – Health & Safety Employee Handbook

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1.0 Introduction

Llangrannog Wastewater Treatment Works (WwTW) is a site that treats raw sewage for the small population of the village of Llangrannog and surrounding farms. The site is fed from Llangrannog Beach sewage pumping station (SPS), located under a small number of parking bays adjacent to the seawall, and Millview SPS outside the village.

Following a series of complaints from members of the public, it has been found that a 10m long section of the outfall pipe has floated to the surface of the beach and is now an eyesore and a trip hazard to pedestrians on the beach at low tide.

This method statement is concerned with the excavation of 3 No trial holes to locate the existing main and identify local ground conditions to identify the remedial works required on the main.

**Site Address : Llangrannog Beach
SA44 6SW**

Co-ords : 230999, 254217

Date of Trial Holes to be confirmed

2.0 Supervising Staff Organisation

Contracts Manager : Aubrey Young

Project Manager : Paul Morgan

Site Foreman/First Aider: John Morris (07975 679893)

Labourer : TBC

3.0 Risk Assessment

See attached risk assessments

4.0 Plant & Equipment

Up to 8 tonne excavator

CAT cable detector & genny

Temporary fencing and barriers

50mm water pump & generator

Small plant and equipment

5.0 Materials

Contingency fittings for 180mm pipework – length of pipe (HPPE) and couplers.

6.0 Construction Procedure

- 1 All employees and visitors will attend a Young Bros Site Induction and must sign-in to the visitor book located in the site offices.
- 2 This method statement / risk assessment will be communicated to all operatives prior to commencement. Once briefed to the operatives they will sign the briefing sheet and a copy will be kept in the site office.
- 3 All site personnel will be required to wear hard hats, boots, high visibility waistcoats and gloves as a minimum requirement within non-hazardous areas. Other forms of personnel protective equipment will be available on site and must be worn, as necessary. The site foreman will provide guidance on the PPE required for each operation. Please refer to the risk assessment for the specification of PPE.
- 4 Obtain COSHH information for substances that are likely to be found or produced during the work. COSHH Assessments are maintained in the site Health, Safety and Environmental Files.
- 5 Dwr Cymru Welsh Water (DCWW) to provide details of any underground / overhead services which affect the working area in their site packs.
- 6 DCWW to ensure all Environmental Audits have been carried out, prior to the works commencing.
- 7 Examine the statutory undertakers utility plans for the underground services which affect the compound area.
- 8 The accuracy of the drawings must not be relied on. A CAT and Genny survey must be undertaken to confirm location of existing services.
- 9 Carry out visual survey for overhead cables affecting the access and working area of the trial pits. If overhead services are considered a hazard, marker posts will be erected to warn operatives of their presence.
- 10 Access to the beach is via the existing slipway.
- 11 **Trial holes are only to be carried out at low tide.**
- 12 **Each trial hole will be carried out independently and backfilled prior to commencing with the next trial hole.**
- 13 Prior to the commencement of the works the excavator will be checked, to ensure no oil leaks prior to entering the beach/work area.
- 14 Spill kits to be present on the beach whilst works are being carried out.
- 15 Mobilise tracked excavator to site using a lowloader. A banksman to assist in unloading the excavators.
- 16 A toothless bucket to be used at all times to avoid damaging the main.
- 17 Should the existing main be found within the excavations and damaged, a variety of contingency fittings will be on site at all times to repair the main.
- 18 DCWW HSP123 procedures to be followed. A “**Certificate of Isolation**” is required from Operations before the Trial Holes commences.

Excavation of Trial Holes on the Beach

- 19 The area to be excavated for the trial hole is to be barriered off, to ensure no pedestrians can access the work site.
- 20 Mark out the proposed trial holes on the beach.
- 21 Carry out a CAT survey of the proposed excavation area to locate all identified underground services and unidentified underground services which may be present.
- 22 YBL Foreman to issue 'Permit to Dig' prior to the commencement of excavating works.
- 23 DCWW to issue '**Certificate of Isolation**'. Permit to be signed and received by YBL Site Foreman.
- 24 Excavator operator to hold a valid CPCS card. Evidence to be maintained within the site documentation.
- 25 **The only item of mechanical plant allowed on the beach is the excavator.**
- 26 If services are expected to be present within the excavation, locate by **HAND DIG ONLY**, using non-pointed tools prior to mechanical excavation.
- 27 The depth, diameter and type of services are to be recorded for future reference.
- 28 If services are not present, or have been located, proceed with mechanical excavating works.
- 29 A qualified and experienced banksman to control the excavating works at all times.
- 30 Monitor and record the ground conditions and water table level as the excavation proceeds.
- 31 Load all excavated material into a temporary stockpile. Stockpiles are to be maintained a safe distance from the excavation.
- 32 **Hand dig every 150mm** to avoid inadvertently damaging the main. Utilise the tracked excavator to remove the loose spoil.
- 33 Excavation sizes for the 3 No Trial Holes are approximately as follows:-
 - TH1 2m x 1m x 2m deep
 - TH2 2m x 1m x 1.1m deep
 - TH3 2m x 1m x 1.1m deep
- 34 **Each trial hole will be carried out independently and backfilled prior to commencing with the next trial hole.**
- 35 Edge protection will be maintained around the excavation at all times to prevent personnel & machinery falling into the open excavation.
- 36 A CPCS qualified signaller will control all plant movement at all times. A full time banksman will be required when carrying out any excavation works.
- 37 Expose and clear the existing main by **HAND DIG ONLY**, using non-pointed tools.
- 38 **At no time should an operative enter the excavation.**
- 39 All logging of information, photographs and samples to be collected by Quantum Geotechnical Engineer.
- 40 Take photographs of the main, excavation, services, and spoil prior to backfilling.
- 41 In the event of water entering the excavation, this is deemed to be sea water and therefore the water will be pumped out over ground at a safe distance away from the excavation/trial hole.
- 42 Dewater the excavation with pumps. The discharge location for dewatering will be agreed with DCWW.
- 43 All open excavations must be guarded by pedestrian barriers, to prevent personnel or pedestrians falling into the excavation.
- 44 Maintain good housekeeping throughout the duration of the work.
- 45 Any visitors to site will be requested to report to the site office, or to contact Dai Roberts, Project Co-ordinator, Dŵr Cymru Welsh Water.

Backfill of Trial Holes

- 46 The excavated material will be reused to backfill the excavation(s).
- 47 Compact the previously excavated material in layers not exceeding 150mm thick.
- 48 Care must be taken when backfilling and compacting around the existing main.
- 49 Backfill the excavation to completion on the beach.

7.0 Emergency Procedures

Emergency procedures to be highlight during induction training.

Mobile telephones will be available on site and may be used in the event of an emergency. Emergency service numbers for the local area will be maintained within site documentation.

First aid facilities will be maintained in the work place transport.

Any accidents or near misses to be reported to DCWW and Young Bros.

The nearest hospital is Bronglais Hospital, Caradoc Road, Aberystwyth SY23 1ER. The route to the nearest hospital will be maintained within site documentation.

First aid facilities will be available in the works transport vehicle and site office.

DCWW Rule of 2 and escalation process to be followed should there be any issues with the existing main during the works. Keep away from the excavation, DCWW Capital & DCWW Operations, to be contacted immediately to enable a certificate of isolation to be issued.

8.0 Environmental Considerations

All static plant to be placed in trip trays to prevent spillages.

Use funnels to refuel plant and equipment.

At no point is any of the plant & equipment to be refuelled on the beach

An emergency spill kit will be maintained on site consisting of a boom, absorbent granules and absorbent pads.

Environmental tool box talks will be maintained in the Site Health, Safety and Environmental file.

All environmental considerations will be assessed by the Contracts Manager and Site Foreman throughout the duration of the contract.