

## **METHOD STATEMENT**

ALL EMPLOYEES/CONTRACTORS ARE REMINDED OF THEIR GENERAL RESPONSIBILITIES AND DUTIES UNDER THE HEALTH AND SAFETY AT WORK ACT 1974.

### **1.0 General Description of the works**

The works involve the returning of windblown sand from a pedestrian area located at the Castle Beach Area back on to the beach itself (Shown on Fig.1).

### **2.0 Site Access**

The site access point shall be from a pedestrian path located on St Julian's Street, Tenby (Shown on Fig. 2) When delivering plant and materials to the designated access point all operatives will be made aware of any pedestrian movements and to make sure all traffic passes safely. From this access point all of the construction plant and materials shall travel along a defined route. The work site will have temporary fencing and appropriate signage warning the public of the works taking place to prevent unauthorised access within the working area. The public will have restricted access onto the beach in the vicinity of the proposed works and these restrictions will include the closure of temporary and permanent access points.

### **3.0 Notification of Works to the Public**

The public will be clearly notified of the works by area being fenced off with appropriate signage. Local Town Council and County Councillor's will also be informed of the works as will PCC's leisure department who manage the beach.

### **4.0 Work Traffic**

The primary piece of equipment to be used on site will be a diesel mini digger fitted with a small excavation bucket and blade. This equipment has been chosen because of its ease of operation and versatility within small spaces.

### **5.0 Works**

- Works to be supervised by Pembrokeshire County Council
- All operatives to have read and signed this method statement (Fig. 3)
- All site specific rules must be adhered to by all operatives at all times including wearing the mandatory PPE (hard hat, high-visibility clothing and steel toe capped footwear.)
- The use of offensive language, behaviour and or discourtesy to the public prohibited
- Excessive noise from plant, equipment, vehicles and operatives will be monitored.
- Strict compliance with noise and working hour restrictions.
- Operatives will ensure a high standard of housekeeping and litter control within the work area at all times.

#### *Mechanical Works*

- It is anticipated that the mechanical element of the works will take one day.
- Operators will ensure that the plant is properly maintained and fit for purpose prior to entering work site
- All plant will be fuelled prior to entering the work site and if re-fuelling is required the machine is moved to the site entrance (located at St Julian's Street) and not refuelled directly in work area. Re-fuelling will only take place if drip trays are in place and spill kits are to be available on site. All Plant to be checked regularly by operator.
- Operator is to ensure that all machinery and vehicles are turned off when not in use

- Only experienced and suitably trained operators to drive plant on site.
- No-one to drive any item of plant without authorisation
- All works to be under the supervision of a competent banksman
- All reversing movements to be controlled by a competent banksman
- Works are to commence at the furthest point from the beach with the material being either carefully pushed or lifted into small stock piles by the machine assisted manually where required. Once the materials are stockpiled centrally the machine will be re-positioned which will allow it to return all of the sand back onto the beach from one point and not move around the site. This method will reduce machine movement and minimise disruption to both material and surrounding areas.

*Manual works*

- Operatives never to place themselves in a “blind spot” or in such a position that could lead to entrapment.
- Sand located along the perimeter or in sensitive areas within the site to be manually lifted and placed in the centre of the work area prior to commencement of mechanical works.
- Operative to manually remove sand in and around pedestrian seating area returning it directly on to castle beach.
- Once mechanical works have been completed all paved areas will be swept ensuring as much windblown sand is returned back to the beach and confirm that the area is safe for public use.
- Once mechanical works have been completed operatives will commence the beach reinstatement works levelling the returned sand on the actual beach. Operatives will ensure that the beach has minimal disruption and only work within the designated area within the beach.

Fig 1 – Location Plan



Fig. 2 – Site Access

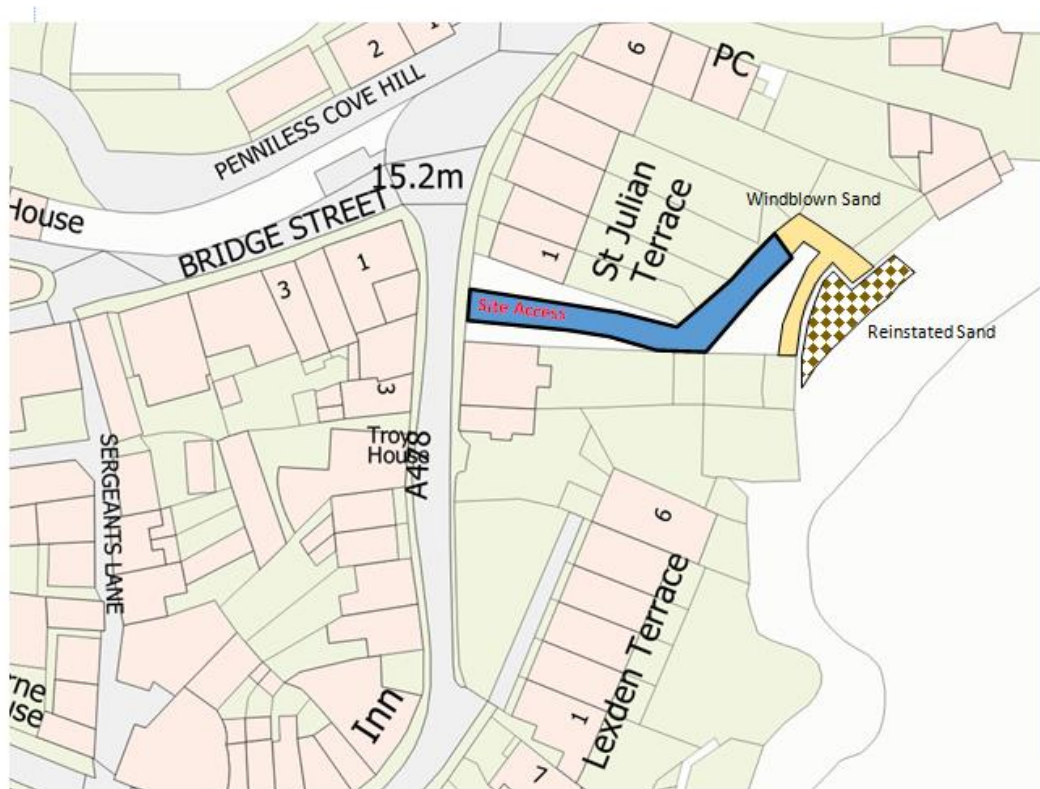


Fig. 3 – Method Statement Register

The given talk is taken from the above method statement			
<b>TALK BY:</b>			
<b>DATE:</b>			
<b>LOCATION:</b>			
<b>LIST OF ATTENDEES:</b> I received and understood the above method statement and will carry out the work activities in accordance with it.			
	<b>NAME</b>	<b>SIGNATURE</b>	<b>COMPANY</b>
1.			
2.			
3.			
4.			
5.			
6.			