

Superseded

Client details: Edwards Properties South Wales Ltd				
Principal Designer Details: SPR Hooper Consulting Engineer				
Principal Contractor Details: Fishspire Limited				
Description of work/ project:				
The development is located on the parcel land lying to the south east of Tabernacle Terrace Cwmavon Port Talbot. The construction will consist of a composite designed retaining wall, which will be incorporate into the proposed 4No split level 3 bedroom detached dwellings, and car parking facilities. Together with associated landscaping. The plan is currently the build will be divided into two phases, with the construction of the first two properties forming phase one. And then the construction of the remaining two properties as phase two				
Key dates: TBA				

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Key members of the project team during construction and their role/ responsibilities.	
Client:- Edwards Properties South Wales Limited	
Principal Contractor: - Fishspire Limited	
Responsible for overseeing the Technical / financial / and general construction phases	
David Perry:- Site Manager:- responsible for updating HSE documentation, producing specific TBS	
Garwyn Hopper- Design Engineer:- responsible for producing design calculation / drawings	
Chris Williams:- Site Engineer / Draughtsman's:- responsible for setting out and producing / update construction drawings	

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Key Arrangements:

The following site rules are mandatory throughout the duration of the project

1 – Site Rules

- Safety helmets, boots with steel toe and mid sole protection, long trousers, high visibility vest or coat must be worn on site unless instructed otherwise.
- Eye and hand protection must be worn for all cutting, grinding and drilling operations. Also, for the handling and use of hazardous substances, chemicals, liquids and gases. Gloves and wellington boots must be worn when working with concrete or similar material.
- Protection of the public is to be considered at all times.
- All injuries, near misses and environmental incidents are to be reported and entered into the accident book.
- All site personnel are to ensure that when handling fuels, oils and chemicals care is taken to prevent spillage.
- All personnel on site are responsible for maintaining a tidy work area, minimising waste and ensuring that any waste generated is taken to the appropriate skip or dispersal point.

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2 – Coordination – Schedule site meeting shall take place on a weekly bases 11:00 every Wednesday's

3 – Site Inductions – Will be undertaken every Monday morning at 09:00

- Site personnel will receive site safety and environmental induction, which will as a minimum cover the following information.
- Company Health, Safety and Environmental Policy
 - Known local and specific project hazards.
 - Environmental aspects.
 - Site access and egress, limits of access to site, site security.
 - Restricted areas, permit to work systems.
 - Parking and unloading arrangements where parking is restricted.
 - Welfare facilities: - Site welfare facilities will be made available - : - Located at the site security companies property adjacent to the site – 1 Old Market Place Cwmavon
 - Site Rules, Personal Protective Equipment, Alcohol & Drugs policy.
 - Who to communicate with on safety and environmental matters and in emergencies.
 - Emergency fire procedures:- fire and emergency "Muster Points" As depicted on attached site layout drawing
 - First Aid Post, Due to the number of operatives working on the site at any one time, The Cwmavon Health Care Centre facility is available for first aid requirements: -
 - Reporting of accidents injuries and incidents including "near miss" incidents.
 - Good housekeeping - fire prevention - waste management.
 - The rights and duty to communicate concerns.
 - Waste handling arrangements.
- Site visitors shall receive sufficient information to ensure their own and others safety.

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4 – Welfare Facilities – A Portable portalo facility will be, provided and site washing facilities.

5 – Fire Emergency Procedure – Upon hearing the alarm being sounded, or alternatively being alerted by a member of staff, all of the workforce shall make their way to the muster point (Located to the southern end of the site adjacent to the site main access gates. As identified on the attached drawing)

6 – Pre Contract Design Information: The following information, details. Provided to SPR Hooper Consultant Engineers

- Historical information provided detailing existing drainage passing through the site boundary
 - Documentation outlining the historical use of the land
 - Geotechnical information, to be provided by Terra Firma consultant Geologists / contamination soil sampling details, dynamic bore hole testing, to follow
- 7 - Environmental Issues: - All environmental aspects and impacts will be, considered prior to works being carried out
- Environment risk assessment attached

8 - Construction Phase: - The construction will be divided into

Stage 1 – Plot 1 and plot 2

Each item detailed below will be allocated their own site specific Rams

- The construction of the boundary timber fencing to the south eastern site of the site. Will be constructed to separate the site and to reduce the site works acoustic effect on the neighbouring houses
- Set out line of retaining wall, to order to determine the reduce dig
- Reduce the embankment (Tabernacle Terrace side) to form a 45 degree sloping embankment from the back edge of the path back edging to the existing site ground level
- Excavate foundations for composite retaining wall structure, Approximately 30 L/m to design depth

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- Install structural reinforcement bar / mesh as per design specifications
- Pour concrete to levels
- Construct retaining wall
- Install storm water drainage to retaining wall
- Apply tanking (water proofing) to retaining wall
- Set out plots in readiness for excavation
- Excavate foundations
- Construct cavity walls up to Dpc level.
- Install internal drainage
- Back fill foundations to formation levels
- Install floor slab insulation
- Install visqueen Dpm
- Pour floor slab
- Construct super structure / ensuring to install kingspan 80mm cavity insulation
- Dpc and cavity wall ties to be installed at correct intervals
- Maintain correct levels to take first floor timber joist, spaced at 400 centres
- Continue construction to wall plate level
- Install roof trusses, with hiab lorry / crane (Attach Lifting Plan)
- Construct gable ends
- Install Upvc fascia and soffits / rain water goods
- Felt batten and tiles the roof
- Install Upvc windows
- Install nesting box location (gable end just below ridge level) Planning Condition
- Clean off brickwork
- Dismantle scaffolding
- Connect utilities / Water / Gas / Electric supplies
- First fix heating / domestic supply
- First fix electrical

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- Install internal staircase
- Install loft insulation
- Plasterboard first floor / ground floor ceiling
- Construct first floor stud partitions wall
- Install door linings
- Dry line internal walls
- Fix Green Plaster boards to wet areas
- Tape and joint / internal walls
- Install Bathroom suite / Kitchen Units
- Second fix heating / domestic supply
- Second fix electrical installation
- Install skirting boards / Internal doors locks and stops
- Decorate
- Construct patio area with timber handrails and associated ramp / steps
- Install storm water system to approved design specifications
- Install foul drainage system
- Apply for road closure to connect to main foul drainage system
- Construct drop kerb access to dwelling from Tabernacle Terrace
- Landscaping

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- Stage 2 – Plot 3 and plot 4
- Each item detailed below will be allocated their own site specific Rams
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 - Set out line of retaining wall, to order to determine the reduce dig
 - Reduce the embankment (Tabernacle Terrace side) to form a 45 degree sloping embankment from the back edge of the path back edging to the existing site ground level
 - Excavate foundations for composite retaining wall structure, Approximately 30 L/m to design depth
 - Install structural reinforcement bar / mesh as per design specifications
 - Pour concrete to levels
 - Construct retaining wall
 - Install storm water drainage to retaining wall
 - Apply tanking (water proofing) to retaining wall
 - Set out plots in readiness for excavation
 - Excavate foundations
 - Construct cavity walls up to Dpc level.
 - Install internal drainage
 - Back fill foundations to formation levels
 - Install floor slab insulation
 - Install visqueen Dpm
 - Pour floor slab
 - Construct super structure / ensuring to install kingspan 80mm cavity insulation
 - Dpc and cavity wall ties to be installed at correct intervals
 - Maintain correct levels to take first floor timber joist, spaced at 400 centres
 - Continue construction to wall plate level
 - Install roof trusses, with hiab lorry / crane (Attach Lifting Plan)
 - Construct gable ends

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- Install Upvc fascia and soffits / rain water goods
- Felt batten and tiles the roof
- Install Upvc windows
- Install nesting box location (gable end just below ridge level) Planning Condition
- Clean off brickwork
- Dismantle scaffolding
- Connect utilities / Water / Gas / Electric supplies
- First fix heating / domestic supply
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Key Risk Identified

Hazard Aspect	Risk Impact			Uncontrolled Risks			Control Measures			Residual Risk			Person Responsible	TBS No.
Falls from height whilst erecting scaffolding	Death Serious Injury Minor Injury	3	5	15	Access working platform (scaffolding) will be erected by a fully competent scaffolding sub-contractor; details of the design will be submitted to the principal contractor for sign off, prior to commencing to erecting the scaffolding. Weekly inspection of the scaffolding working platform shall take place. The sub-contractor will provide the principal contractor with a full electronic copy of the scaffolding inspections	1	5	5	L	S	R	Site Manager/Lift supervisor		
Lifting operations	Death Serious Injury Minor Injury	3	5	15	Certified competent Banksman will be in attendance, together with trained and competent slingers; whilst lifting operations are being undertaken, with a crane / hiab Only equipment with a current test certificate and colour code to be used. All lifting tackle and equipment is to have a visual inspection prior to use. Any tackle or equipment found to be defective must be removed from use and reported to your supervisor. DO NOT USE ANY EQUIPMENT THAT IS DEFECTIVE. All crane movements must be banked including the positioning of the Crane. The crane drivers certification must be checked and the driver briefed on the tasks being carried out. The crane is to be set up as per lifting plan and in accordance with the crane	1	5	15	Site Manager/Lift supervisor					
Compressed air	Death Serious Injury Minor Injury	3	4	12	Pre use checks to be carried out and recorded, whip checks to be used on all airline connections pre use checks to be carried out- any suspected damaged hoses or lines will not be used. Compressor will be situated not to pose danger or nuisance to public. Drip trays to be used, fire extinguishers and spill kits to be present.	1	4	4	General Foreman/Site Manager/ All Site Staff					
Buried Services / Excavating	Cable strike Minor/Serious injury Damage to services/equipment	5	5	25	No excavating can commence without full CAT scan by competent person No excavating can commence until Permit to Dig is issued by the Site Manager / A full exclusion area will be setup and maintained while mechanical excavation is taking place Only hand digging is allowed within 1m of any live service/cable Checks will be undertaken to ensure no services are present within the site boundary.	1	5	5	All working on excavation					

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Hazard Aspect	Risk Impact			Uncontrolled Risks			Control Measures				Residual Risk	Person Responsible	TBS No.
	L	S	R	L	S	R	L	S	R				
Lifting Operations	Death Serious Injury Minor Injury Damage to equipment Dangerous Occurrence	3	5	15	Appropriate Lift Plan and permit to be in place prior to lifting operations and overseen by an Competent Person Competent banks-man/slinger to control lifting movements Operatives to stay clear of items being lifted All equipment to be used must be visually inspected and carry the correct certifications Permits to Lift in place when using HIAB's / Telehandlers Avoid manual handling wherever possible, consider using mechanical equipment Manual handling assessment (F-003) carried out	1	5	5	8	5	General Foreman/Competent Agent		
Manual Handling	Serious Injury Minor Injury	5	4	20	Locate plant away from sensitive areas Restrict type of plant and equipment (use super silenced generators & low vibration equipment) Shut down plant and equipment when not in use Use of well-maintained plant Communication with local residents (mail drop) Restrict methods of working & work areas Site induction & tool box talks	1	3	3	4	8	General Foreman/Site Manager/ All Site Staff		
Light, Noise & Vibration	Nuisance to local residents Disturbance to local habitats/wildlife Legislative breach	3	3	9	Locate plant away from sensitive areas Restrict type of plant and equipment (use super silenced generators & low vibration equipment) Shut down plant and equipment when not in use Use of well-maintained plant Communication with local residents (mail drop) Restrict methods of working & work areas Site induction & tool box talks	1	3	3	4	3	General Foreman/Site Manager/ All Site Staff		
Poorly Maintained Plant, Equipment, Tools (oil/fuel leaks)	Land contamination Pollution of watercourses Loss of habitat Destruction of ecology Damage to vegetation	3	4	12	Maintenance, Inspection & Test Certificates Pre-start inspections Weekly inspections Do not Use poorly maintained items	1	4	4	4	4	General Foreman/Site Manager/ All Site Staff		
Refuelling of Plant & Equipment	Damage to vegetation Loss of habitat Destruction of ecology Fuel spills onto land/water courses/surface water drainage	4	4	16	Designated refuelling area Use of drip trays Use of spill kits Pollution incident Control Plan Fuel bowser to be locked when not in use Double skinned fuel bowser Locate away from watercourses/systems (10m minimum)	1	4	4	4	4	General Foreman/Site Manager/ All Site Staff	ALL - Multiple Tasks	
HAVS	Serious injury	4	3	12	Wherever possible procure items of equipment that have low HAV values Wherever possible all equipment will have HAV meters attached Supervisors to monitor HAV reports to ensure compliance Task briefing to include HAV awareness	2	3	6			Operatives/ General supervisor	ALL - Multiple Tasks	

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Hazard Aspect	Risk Impact			Uncontrolled Risks			Control Measures			Residual Risk			Person Responsible	TBS No.
Personnel – slips, trips and falls	Serious/Minor injury	4	4	16	All persons to receive site induction. Fully briefed TB to be in place "Work safe" policy to be implemented Escorted by Ryan Edwards / David Perry Site personnel are briefed about the presence of visitors	1	5	5	2	4	8	All persons	ALL – Multiple Tasks	
Lack of site knowledge in new staff /operatives / third parties and visitors														
Excavating and Temporary Works	Death Serious Injury Excavation Collapse	4	5	20	All excavations to be inspected daily by competent person for excavation All works in accordance with an approved temporary works design All excavating carried out via associate Permit to Dig Batter excavations where possible and utilise appropriate temporary works if not possible CAT scan throughout and only mechanically excavate with NWR approval	2	5	10	Competent Person General Foreman	ALL – Multiple Tasks				
Working with mortar / pre-mixed concrete	Serious injury	3	5	15	Arms and legs to be covered to risk cementitious burns. Wellington Boots to be worn, Chemical resistant trousers to be worn. COSHH briefing to be carried out. Eye protection to be worn Briefing of Network Rail's task risk control sheet – working with concrete	1	5	5	Operatives General Foreman	ALL – Multiple Tasks				
Working with reinforcement	Serious injury Minor injury	4	3	12	Correct PPE to be worn including gloves and glasses which are fit for purpose Bundled steel to be stored correctly Tying wire to be kept bundled Ensure work area is not congested Ensure correct footing (Youngman board or similar) when tying steel	3	3	9	General Foreman Operatives supervisor	ALL – Multiple Tasks				
Embankment slips	Serious injury Excavation collapse	4	3	12	Visual inspection of embankments, paying particular attention after environmental changes, eg, heavy rain, freezing etc In areas of temporary works ensure that all works are in accordance with the design	3	3	9	Competent Person General Foreman	ALL – Multiple Tasks				
Interfaces with other contractors	Damage to Equipment Serious Injury Minor Injury Loss of productivity	5	4	20	All works pre-planned and communicated to other spokes Segregate works where possible with physical barriers Only utilise own plant and materials Only use approved access points	1	4	4	ALL	ALL – Multiple Tasks				

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Hazard Aspect	Risk Impact	Uncontrolled Risks			Control Measures			Residual Risk		Person Responsible	TBS No.
		L	S	R	L	S	R	L	S		
Movement of Plant.	Death Serious injury Dangerous occurrence Damage to equipment	3	5	15	A banks-man will be appointed. No movements on site will be made without authorisation from the banks-man. No vehicles will be allowed to reverse while on site without being escorted and marshalled by the banks-man. Secure site at all times Plan works and detail public interface areas. Toolbox talks to be given. Adequate signage Exclusion of public from site	1	5	5	5	General Foreman	ALL - Multiple Tasks
Working in the vicinity of the public	Serious/Minor injury	2	5	10	Only approved tools to be utilised and must carry a valid PAT test certificate and be continually inspected whilst works are on-going. HAVS trigger times to be adhered to and not exceeded at any time. Only 110v tools to be used on site. All operatives are to be fully trained and competent in the use of the power tool they intend to use. Tools only to be utilised in appropriate weather conditions. Dust suppression equipment to be utilised at all times, especially in dry/ windy conditions	1	4	4	4	GF / Site Manager / Supervisor	ALL - Multiple Tasks
Use of disc cutters	Personnel injury Serious/ Minor injury Damage to infrastructure Vibration white finger	3	4	12	A signed hot works permit must be in place. Fire extinguishers/ jack of water on site. Fire screens to be used where applicable.	2	4	8	8	GF / Site Manager / Supervisor	ALL - Multiple Tasks
Trench / excavation collapse	Serious injury Dangerous occurrence	4	5	20	Ground conditions to be assessed by a competent person No access into the excavation unless absolutely necessary Temporary works to be installed in line with the Form C design	2	5	10	10	Operatives / TWS	TBS07b/c

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Likelihood	Severity (Health & Safety)	Severity (Environmental)
1 = Very unlikely	1 = Minor injury	1 = Minor environmental incident with no legislative breach
2 = Unlikely	2 = Lost time injury	2 = Potential for complaints from local residents, no legislative breach
3 = Likely	3 = Reportable injury	3 = Potential for lost time/complaints from Local Authority for legislative breach
4 = Very likely	4 = Major injury/dangerous occurrence	4 = Minor legislative breach with potential for prosecution
5 = Certain	5 = Fatality	5 = Potential for major environmental incident with high clean up and/or prosecution costs
Risk Rating	1 - 4 = Low	5 - 9 = Medium 10 - 25 = High