

Gower Tree Work Specialists Ltd - Site Specific Safe System of Work (Method Statement)

Contractor: Cymru Quarry Group	GTWS Office Address: 15 Lon Brydwen, Gorseinon. SA4 6RH	Office Tel: [REDACTED]								
Gower Tree Work Specialists Ltd Manager Name: Cerys Davies		Email: [REDACTED]								
Project Name	7661 Gnoll Gate House, Neath									
Description of Task	Scope of works: - Spraying established buddleia to allow die-back, possibly using a lance to reach high level - Returning later to carefully cut back dead growth only, - Works undertaken without scaffolding, limited to hand reach and, if permissible, ladder access, - Particular care required to avoid damage to historic masonry.									
Site Address or Location:	What3Words: ///march.hunt.zebra Site access from Gnoll Drive	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Start Date</td> <td style="width: 50%; text-align: center;">End Date</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="text-align: center;">Start Time</td> <td style="text-align: center;">End Time</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table>	Start Date	End Date			Start Time	End Time		
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Vehicles, Tools and Equipment is listed on the Site-Specific Risk Assessment										
Personal Involved										
Name	Role	First Aider								
Scott Rice	Supervisor/ Aerial Rescue	EFAW + F								
Ashton Thomas	Groundsman	EFAW + F								
Sam Sargent	Arborist/ Aerial Operative	EFAW + F								
Site Safety Coordinator	SCOTT RICE	Tel: [REDACTED]								
Company Safety Manager	CERYS DAVIES	Tel: [REDACTED]								
Other Materials/Consumables (X as applicable)										
Petrol	Red diesel	White diesel	X	Mixed 2 stroke	2 stroke oil					
Hydraulic oil	Bio chain oil	Mineral chain oil								
Specific Staff Training and Competencies can be sent to you upon request.										
Site-Specific Information with Significant Identified Residual Hazards & Controls										
Sequence of Works: 1. Site Arrival & Initial Set-Up Operatives to arrive on site and report to the site supervisor/client representative prior to commencing works.										

- *A site-specific briefing and dynamic risk assessment will be undertaken to identify hazards including pedestrians, vehicle movements, underground services, historic masonry, and working at height considerations.*
- *All operatives will wear the required PPE appropriate to the tasks being undertaken, including helmets, eye protection, gloves, protective footwear, high-visibility clothing, and suitable respiratory protection when handling herbicides.*
- *Work area to be established using cones, barriers, and warning signage to create a safe exclusion zone around the working area and MEWP operations.*
- *Pedestrian management measures will be implemented where required to safely control members of the public moving adjacent to the works.*

2. Vehicle Access & Positioning

- *Works vehicles and the tracked MEWP will access the site via the agreed access route under the direction of a banksman where necessary.*
- *Particular care will be taken during manoeuvring due to passing vehicles and pedestrian activity.*
- *Ground conditions will be visually inspected prior to positioning the tracked MEWP.*
- *Underground services identified within the work zone will be avoided at all times when positioning plant and equipment.*
- *Tracked ground protection mats will be installed where necessary to minimise ground loading and protect underlying surfaces and services.*
- *The MEWP will only be positioned on suitable stable ground in accordance with manufacturer guidance.*

3. MEWP Inspection & Safety Checks

- *The tracked MEWP will hold current LOLER certification and pre-use inspections will be completed before operation.*
- *Emergency lowering and rescue procedures will be discussed during the site briefing.*
- *Works will be undertaken by a minimum two-person team to ensure a trained ground operative remains available at all times to perform emergency rescue/lowering procedures if required.*
- *Harnesses and fall restraint equipment will be inspected prior to use and attached in accordance with manufacturer guidance.*

4. Herbicide Application Works

- *Established buddleia growth will initially be treated with an approved herbicide to encourage controlled dieback prior to removal.*
- *Application may be undertaken using a spray lance where necessary to safely reach higher-level growth.*
- *All herbicide use will be carried out in accordance with COSHH assessments and manufacturer recommendations.*
- *Operatives applying herbicide will wear suitable PPE including gloves, eye protection, and respirators appropriate to the product being used.*
- *Care will be taken to avoid overspray onto historic masonry, surrounding vegetation, pedestrians, or adjacent property.*
- *Weather conditions will be monitored and spraying operations postponed during unsuitable conditions such as wind or rain.*

5. Return Visit – Removal of Dead Growth

- *Following sufficient dieback, operatives will return to site to undertake careful removal of dead buddleia growth only.*
- *Access to elevated areas will primarily be undertaken using the tracked MEWP where ground conditions and site constraints allow.*
- *The MEWP will be operated by trained and competent personnel only and used in accordance with manufacturer guidance and site-specific risk assessments.*
- *Harnesses and fall restraint equipment will be worn and secured at all times whilst operating within the MEWP basket.*
- *Ground conditions will be reassessed prior to positioning the MEWP during the return visit, ensuring underground services are avoided and tracked mats utilised where required.*
- *Works will be completed without scaffolding and limited to safe hand reach access and, where permissible following assessment, ladder access for short-duration tasks where the MEWP cannot safely gain access.*
- *Ladder use will only be undertaken on stable, level ground and for light-duty work of short duration.*
- *Access equipment will be positioned and operated carefully to avoid contact with or damage to the historic structure and surrounding masonry.*

6. Vegetation Removal Operations

- *Dead vegetation will be carefully cut back using hand tools only, including hand pruners and Silky handsaws.*
- *No petrol-powered cutting equipment will be used in order to eliminate the risk of bar oil, fuel, or debris contaminating or staining the historic masonry.*
- *Vegetation will be removed progressively in a controlled manner to avoid dislodging debris onto pedestrians, vehicles, or the structure below.*
- *Particular care will be taken throughout the works to prevent damage to historic masonry, stonework, and surrounding architectural features.*

7. Waste Handling & Site Housekeeping

- *Arisings generated during the works will be carefully lowered or removed by hand and managed in a controlled manner.*
- *Work areas will be maintained in a tidy condition throughout the operation to minimise trip hazards and obstruction risks.*
- *All waste material will be removed from site and disposed of at a suitably licensed green waste facility unless otherwise instructed by the client.*

8. Completion of Works

- *Upon completion, all tools, access equipment, barriers, and signage will be removed from site.*
- *A final inspection of the work area and historic structure will be carried out to ensure works have been completed safely and without damage.*
- *The site will be left clean, safe, and accessible for public use.*

For the duration of the work, operatives will work as a team and accompanied by the site manager.

Teams will only operate between the hours of 9am and 4.30pm

All working sections will be left tidy at the end of each working day. No equipment or vehicles are to be kept in the working site unattended or overnight. All equipment will not be left on-site overnight. All chippings will be removed off site.

Where applicable, the team shall follow safety guidelines laid down by the site management staff. No one will be accepted to each working area unless they have been inducted by the main contractor or are a representative of the Health & Safety Executive.

The public will not be permitted inside the designated work area. A nominated person will be responsible for ensuring no-one enters the work zone during tree works. The site safety coordinator will communicate with the overall site supervisor/manager Scott Rice to ensure the operation is completed safely for everyone on site.

Other information: All staff will adhere to site rules. Gower Tree Work Specialists Ltd operational staff have a thorough understanding of the wildlife issues. Wildlife and biodiversity, and biosecurity considerations are included in the site-specific risk assessment process

Work restrictions:

Working only within agreed site boundaries and access routes

Compliance with permitted working hours

Protection of adjacent structures, utilities and landscaping features

Observance of public access restrictions where applicable

Any unexpected site constraints or hazards identified during works will be reported immediately to the site supervisor- Scott Rice

Method of Access and Egress to the Designated Work Area

Men at works signs are to be placed around the entrances to the work site to warn approaching persons of the works. Any official or unofficial public paths are to be blocked using barriers (i.e. barrier tape) and adequate 'men at work' signs to prevent access to the work zone. The public will not be permitted inside the designated work zone. A nominated person Ashton Thomas will be responsible for ensuring no-one enters the work zone during tree works. Additional relevant controls are stated in above in Site-Specific Information with Significant Identified Residual Hazards & Controls.

Working on Slopes

Not Applicable

Services (to be supplied by others)

Details of Permits to Work

Vegetation removal works associated with the Grade II listed structure at the Gnoll Gatehouse, Neath, shall only commence once all relevant permissions and authorisations have been confirmed in place.

The following permits, permissions, and controls shall be adhered to where applicable:

- Confirmation of client approval and permission to undertake vegetation management works on and around the listed structure.
- Compliance with any conditions associated with the Grade II listed status of the structure and any guidance issued by the local authority conservation officer.
- Site-specific risk assessments and method statements (RAMS) to be briefed and signed by all operatives prior to commencement of works.
- Permit/authorisation for MEWP operations where required within designated work areas.
- COSHH assessments and manufacturer guidance to be followed for all herbicide application works.

- Confirmation of underground service locations prior to positioning the tracked MEWP or access equipment.
- Pedestrian management controls and exclusion zones to be implemented and maintained throughout the works due to public access and passing vehicles adjacent to the site.
- Daily pre-use inspections and certification checks to be completed for all lifting/access equipment, including confirmation of valid LOLER inspection for the MEWP.
- Works to cease immediately should unforeseen structural concerns, instability, protected wildlife, or public safety risks become apparent, pending further assessment and instruction from the client/site representative.

Lifting Equipment & Safe Working Limits (SWL's)

MEWP operations involved

Construction Dust

Not applicable due to nature of works.

COSHH General Summary

Substance (For more detailed information: see separate COSHH data sheets)	 Toxic	 Harmful/Irritant	 Corrosive	 Dangerous For the environment	 Oxidising	 Flammable	 Explosives	 Carcinogen
Diesel	NO	YES	NO	YES	NO	YES	NO	YES
Unleaded Petrol	YES	NO	NO	YES	NO	YES	NO	NO
Two Stroke Oil	YES	NO	NO	NO	NO	NO	NO	NO
Eco Plugs	YES	NO	NO	YES	NO	NO	NO	NO
Other								

Storage Arrangements for COSHH Substances

- Specific fuel storage area in each vehicle.
- 1kg powder fire extinguishers held in each vehicle.
- Spill kits held in each vehicle.
- Diesel for machinery is stored at yard and transported if required in suitable containers.
- Use of Plant Nappies when fuelling.

Personnel Protective Equipment Required (approved personal equipment to be worn)

								Chainsaw trousers	Outer clothing
Safety boots	Arborist's helmet	As per Generic RA	As per Generic RA	As per Generic RA	Hi-vis shirt jacket			Type A or C	Non-sag
X	X	X	X	X	X	X	X	C	

Welfare Requirements

Toilet Facilities- Operatives will have access to nearby approved facilities
 Hand washing- Hand sanitiser will be available for all operatives
 Drinking water- Will be available in work vehicles
 First aid - A fully stocked first aid kit
 Rest area- Operatives will have access to welfare within company vehicles
 Communication- Operatives will have access to mobile phones to contact emergency services if required
 Waste management- All waste generated from works will be managed appropriately and removed from site

Emergency Procedures

Contact	Name	Tel.	Nearest A&E Dept. Hospital
Team Leader - First Aider	Scott Rice		Morrison Hospital

Site supervisor (Client)	Dan Darby		Heol Maes Eglwys, Morriston, Swansea. SA6 6NL
GTWS H&S Manager	Cerys Davies		
Emergency Spill Kit	In all on site vehicles		
First Aid Box Location	First aid kit held in on-site vehicle & personal first aid kit carried.		
Fire Extinguisher	1kg Powder in all on site vehicles		
Emergency Procedures Information			
Appropriate staff are trained in emergency procedures including aerial rescue. Staff competent in aerial rescue and rescue climbing equipment are provided at all work sites. Aerial Rescue team members detailed above. Mobile phones available on site always. First aid will be given to casualty if required by identified first aider Emergency services will be assisted as required and the accident reported to site supervisor/manager with additional instructions followed.			
Typical Sequence of Operations			
Each operation will be undertaken to the safe work methods detailed in the industry good practice guidance (listed below) as published by the HSE's Arboricultural and Forestry Advisory Group. These induce control measures, systems of work, and sketches. Copies of the relevant guidance are in each vehicle pack on site for reference. Operators have been trained to work to this guidance. This guidance is the foundation of the companies' risk assessment controls, and supervision and monitoring of work systems.			
Applicable	Operation	Reference	
	Chainsaws at Work	HSE INDG 317	
	Using Petrol Driven Chainsaws	FISA 301	
	Basic Chainsaw Felling and Manual Takedown	FISA 302	
	Chainsaw Snedding	FISA 303	
X	Chainsaw Cross Cutting & Manual Stacking	FISA 304	
	Chainsaw Felling of Large Trees	FISA 307	
	Top Handled Chainsaws	AFAG 308	
	Tree Climbing Operations	AFAG 401	
X	Aerial Tree Rescue	AFAG 402	
X	Mobile Elevating Work Platforms (MEWPS) for Tree Work	AFAG 403	
	Wood Chippers	AFAG 604	
	Mobile Stump Grinders	AFAG 606	
	Chainsaw clearance of Windblow	FISA 306	
	The Use of Winches in Directional Felling and Takedown.	FISA 310	
	Tractor Units in Tree Work	FISA 501	
	Application of Pesticides by Hand Held Equipment	FISA 202	
Note: AA = Arboricultural Association (www.trees.org.uk) FISA = Forest Industry Safety Accord (www.ukfisa.com) AFAG documents and INDG 317 available from www.hse.gov.uk/treework/index.htm			
Other Applicable Operator Guidance			
	Guide to Good Climbing Practice	AA	
X	Guide to the use of MEWPS on Arboriculture	AA	
Other Applicable Industry Guidance			
	Industry Code of Practice for Arboriculture: Tree Work at Height		
Additional sequence of operations information:			
N/A			
Additional Items Attached (X as applicable)			
Generic risk assessments – Generic Commercial Arboriculture Operations		LOLER inspection record	

Additional programme of works		Specification of works/Quotation	X
Site plan/Sketches		Pre-work Site Assessment	
Other		Other	

Method Statement Prepared By

Name: Cerys Davies	Position: Manager	Date: 19/05/2026
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Method Statement Issued To

Name: Lee Kembrey Cymru Quarry Group	Position: Site Manager	Date: 19/05/2026
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Method Statement Briefing Record

A copy of this briefing record must be attached to the method statement. All 'attached' documents are to be available at the work site.

Briefing Delivered By (Supervisor in Charge of Work)

I confirm I have read and understood the requirements of this method statement and associated risk assessments and have communicated them to operatives under my control and to those who may be affected by its requirements.

Name: Scott Rice	Position: Supervisor	Date: 19/05/2026
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Workforce Carrying Out the Work (Operators)

- I understand, and agree to adhere to, the contents of this method statement and associated risk assessments and industry guidance.
- I have attended a site induction/briefing that explained the general site rules and necessary site-specific arrangements.
- If the work activity changes or deviates from that originally envisaged, we will seek further advice from the supervisor of works.

Name	Signature	Date
Ashton Thomas		
Scott Rice		
Sam Sargent		