



Risk Assessment & Method Statement

The Number and Type of Vehicles
Parking of Vehicles for Operatives and Visitors to Site
Loading and Unloading of Vehicles
Storage of Materials
Wheels Washing Facilities
Intended Hours of Construction Operations

at

Land adj Field Fare,
Little Dewchurch
Herefordshire

**Whimsey Industrial Estate - Steam Mills Road - Cinderford
Gloucestershire GL14 3JA**

Tel: 01594-824482

Fax: 01594-827042

1. Location of the site.

Land adj Field Fare, Little Dewchurch, Herefordshire

2. The Principal Contractor is K W Bell Group Ltd.

3. Site Foreman. To be advised

4. Planning.

4.1. The Principal Contractor will designate the areas where the site office, storage containers, fuel tank and materials will be located.

4.2. All plant machinery and equipment will have been inspected prior to arrival on site to ensure that there are no defects and that it is safe to use.

4.3. All work equipment will be suitable for the purpose for which it is used or provided and will be maintained in an efficient state, in efficient working order, in good repair and with a current maintenance/test certificate.

5. Site Induction.

5.1 All employees will have attended a site induction before commencing work on site.

6. Movement and offloading of vehicles:

6.1 Vehicles are to be directed whilst on site by a competent person, and all operations involving the reversing of vehicles will have a banksman in attendance. All operatives will wear high visibility clothing at all times.

6.2. Off loading of vehicles will be within the site boundary. An area will be stoned up to provide a clean area for the off-loading and storage of materials.
All delivery vehicles will be turned round on site under the supervision of a banksman. Vehicles will be off-loaded using a tele-handler in all instances where this can be achieved. Where operatives may be required to climb on the load, the procedure (flowchart) at the rear of this document will be followed.

6.3. In the event that mud is deposited on to the vehicles, wheels will be jet washed before the vehicle proceeds to the public highway. The Principal Contractor will provide a road sweeper at regular intervals if the need arises.

6.4. Bulk materials will be delivered to site and stored in the lay down area as designated by site management.

6.5. A storage container for small items of equipment and materials will be provided by the Principal Contractor and located in the site compound.

6.6. All vehicles must be parked to allow safe access and egress for vehicles, pedestrians and emergency services at all times.

6.7. Parking for contractors' vehicles will be provided on site. In no circumstance should any contractors' vehicles be parked on the public highway. In the event of heavy traffic during the 'construction phase' of the development, contractors' will be able to utilise the extent of Visitors Parking areas in order to provide off road parking during prolonged periods during construction.

- 6.8 Construction traffic will enter the site via the access route detailed on our site plan. Site fencing and signage will be erected prior to any works commencing to ensure the safety of employees and the general public and vulnerable road users.
- 6.9 The traffic management arrangements will be discussed during the site induction to all employees so they know the route for construction vehicles and all employees will be informed of any necessary temporary traffic management measures in the regular task briefing meetings with the Site Manager.
- 6.10 Parking for all site staff and visitors is within the site and off the public highway, therefore will not interfere with general parking of neighbours, nor the general flow of traffic.

7. Personal Protective Equipment

- 7.1. All operatives will be supplied with the following personal protective equipment.

Safety boots.
Safety Helmets
High visibility clothing.

8. Hours of Operation

- 8.1 Monday to Friday (7:00am – 6:00pm)
Saturday (8:00am – 1:00pm)
Sundays & Public Holidays (No Working)












9. 24 hour emergency contact number

- 9.1 General number is 01594 824482 (Out of hours contact is 07971 466948)













Risk Assessment

Site Address	Land adj Field Fare, Little Dewchurch, Herefordshire										
Operation	Material Deliveries					Completed by					
Persons at risk	Operative		General Public		Client Personnel		Others				
Method Statement			COSHH Assessment		PPE		Permit to Work				
Identify Hazards below and Rate Risk before and after Controls Measures					Blue: OK / Yellow: Caution / Red: High Risk						
IR Falling loads IR Delivery vehicle overturning by incorrect use of Hiab type crane IR Collision with persons or objects. IR Contact with overhead cables or obstructions IR Risk to the general public					Before controls			After controls			
					Severity			Severity			
					Likelihood			Likelihood			
Severity		Likelihood		Example;							
1 - Minor injury 2 - Over 3 day injury 3 - Severe injury / death		1 - Unlikely 2 - Possible 3 - Probable		S = 2 L = 3 Red, high risk							
Identify Control Measures to be Implemented											
IR Arrange deliveries to be in vehicles that are suitable for the site. IR Loads will be stable and secured when travelling. Vehicles will not be moved on site after the load has been released. IR Keep traffic routes separated from pedestrians, avoiding the need to reverse, where possible. IR Trained banksmen will be provided if necessary, for reversing etc., and they will wear Hi-Vis clothing. IR Extra care to be taken when vehicles are required to reverse in areas occupied by the public. IR Time deliveries at the least busy times. IR Unload all materials within the site boundary whenever possible. If not, provide suitable barriers and banksman. IR Use banksman when leaving site if there is restricted vision. IR Place warning signs 'Caution – Site Entrance' IR Only trained and competent persons to operate lorry loading equipment. Keep area clear of other persons. IR Use outriggers, when provided and position on suitable level ground. IR Lifting equipment will be certificated, and loads will be kept below the rated SWL (Safe Working Load) of the equipment.											
Identify Protective Equipment / Measures											
PPE	High vis	Head	Eye	Feet	Hearing	Fire	Notes	Date:			
Yes / No											
PPE	Overalls	Harness	Hygiene	Gloves	Permit	Dust	Notes				
Yes / No											
Notes											

Risk Assessment

Site Address	Land adj Field Fare, Little Dewchurch, Herefordshire												
Operation	Interface with Other Contractors and Members of the Public					Completed by							
Persons at risk	Operative		General Public			Client Personnel		Others					
Method Statement			COSHH Assessment			PPE		Permit to Work					
Identify Hazards below and Rate Risk before and after Controls Measures						Blue: OK / Yellow: Caution / Red: High Risk							
18 Unauthorised access to site 18 Tripping over materials or equipment 18 Falling Materials 18 Struck by plant machinery 18 Unsupervised visitors to the site.						Before controls		After controls					
						Severity	3		X	Severity	3		
							2				2		
							1				1	X	
Likelihood		1	2	3	Likelihood		1	2	3				
Severity		Likelihood		Example;									
1 - Minor injury		1 - Unlikely		S = 2									
2 - Over 3 day injury		2 - Possible		L = 3									
3 - Severe injury / death		3 - Probable		Red, high risk									
Identify Control Measures to be Implemented													
18 Access points will be kept to the minimum required. Warning and direction signs will be erected. Site to be kept locked when left unattended. 18 Materials are to be stacked / stored safely and kept secure. 18 Footpaths and points of access are to be kept clear of materials and equipment 18 Area where crane operations are taking place will be well fenced off and only those persons involved in lifting operations to be within the area 18 Banksman will be provided for reversing vehicles. Machinery will be fitted with amber beacons, cameras, mirrors and audible warning devices. Site traffic management system which segregates traffic from public will be in place 18 Ensure that visitors have the required P.P.E. and that they sign in and out of site. 18 All visitors will be accompanied around the site if they are not part of the Contracts Management or Project Management team.													
Identify Protective Equipment													
PPE	High vis	Head	Eyes	Feet	Hearing	Face Mask	Notes	Date:					
Type													
													
PPE	Overalls	Harness	Hygiene	Gloves	Permit	Notes							
Type													
													
Notes:													

Risk Assessment

Site Address	Land adj Field Fare, Little Dewchurch, Herefordshire																																									
Operation	Site Transport					Completed by																																				
Persons at risk	Operative		General Public		Client Personnel		Others																																			
Method Statement			COSHH Assessment		PPE		Permit to Work																																			
Identify Hazards below and Rate Risk before and after Controls Measures					Blue: OK / Yellow: Caution / Red: High Risk																																					
18 Collisions with persons or objects 18 Uncontrolled operation 18 Collision with persons or objects. 18 Contact with overhead cables or obstructions 18 Risk to the general public 18 Connecting of trailers 18 Mud deposited from site machinery or delivery vehicles onto public highways 18 Defective equipment					Before controls			After controls																																		
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Identify Control Measures to be Implemented																																										
18 Drivers to be over 18, trained and competent (unless under training supervision). 18 Vehicles to be provided with audio/visual warning equipment (where necessary). 18 Transport which will travel on public highways will comply with all highway legislation, unless operating under a limited mileage exemption. 18 Trained banksmen with Hi-Vis clothing will be provided during operations with restricted visibility. 18 Site speed limits (e.g. 10mph) will be observed, and due regard given to occupiers and other members of the public on site. 18 Loads will be secure and stable. 18 Operators will drive vehicles to suit site conditions. 18 Plant machinery will not be driven across slopes. 18 Plant machinery will be fitted with ROSB's and seat belts where required. 18 Vehicles will be locked/immobilised/braked, if unattended. 18 Correct towing facilities will be provided where necessary. Roads will be swept clean on a regular basis. 18 Vehicles will be cleaned of excess mud etc. before travelling on the public highways. 18 Vehicles will be inspected and maintained regularly and records kept.																																										
Identify Protective Equipment / Measures																																										
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Risk Assessment

Site Address	Land adj Field Fare, Little Dewchurch, Herefordshire						
Operation	Telehandlers			Completed by			
Persons at risk	Operative		General Public		Client Personnel	Others	
Method Statement			COSHH Assessment		PPE	Permit to Work	
Identify Hazards below and Rate Risk before and after Controls Measures				Blue: OK / Yellow: Caution / Red: High Risk			
18 Collision with other vehicular traffic, plant or pedestrians 18 Arcing with overhead power cables 18 Overturning 18 Falls of materials from machine 18 Overloading of structures 18 Defective machinery				Before controls		After controls	
				Likelihood		Likelihood	
Severity		Likelihood		Example;			
1 - Minor injury 2 - Over 3 day injury 3 - Severe injury / death		1 - Unlikely 2 - Possible 3 - Probable		S = 2 L = 3 Red, high risk			
Identify Control Measures to be Implemented							
18 Provide a safe route for movement of plant to avoid contact with other traffic, including pedestrians. 18 No unauthorised person will be permitted to operate the equipment. 18 Rear view mirrors or other equipments must be in place to ensure maximum driver visibility. 18 Machine must be fitted with an audible reversing alarm. 18 Provide a banksman to assist where visibility is restricted. 18 Site speed restrictions are to be adhered to. 18 All overhead obstructions including cables will be identified and if necessary fenced off, shrouded and protected in accordance with HSE Guidance Note GS6. 18 All drivers will be over the age of 18 yrs, trained, certificated and authorised to drive plant machinery. 18 Consideration will be given to terrain, loading requirements etc. in selecting suitable plant for use. 18 Access to all loading/off-loading points will be levelled, suitable and clear of obstruction. 18 Operators will be in possession of information and restriction placed on use of plant, particularly safe working load, and must ensure limits are not exceeded. 18 Loads will only be permitted on structures which are designed or capable of accepting loads i.e. Loading bays. 18 Plant must have evidence of a thorough examination by a competent person within the previous 12 months. This evidence must be on site. 18 All defects must be reported to the site supervisor and the machine taken out of service until repaired.							
Identify Protective Equipment / Measures							
PPE	High vis	Head	Eye	Feet	Hearing	Notes	Date:
Yes / No							
PPE	Overalls	Harness	Hygiene	Gloves	Permit	Notes	
Yes / No							
Notes							

SAFE UNLOADING /LOADING OF VEHICLES

