

**CO-OP COEDPOETH, WREXHAM, LL11 3UF****Scope of Works:**

Closure of an existing fuel service station. Demolition of the canopy, shop, adjacent dwelling (Afallon) and all infrastructure to allow construction of new larger shop and reconfigured forecourt.

See appendix 1 plan

Tasks;

Close site and isolate/ remove all hazardous fuels, water fill fuel tanks, make safe.

Demolition- Shop, canopy, adjacent dwelling, surfaces and foundations.

Remove fuel tanks to allow for new tank installation

Shop and canopy foundations

New shop structure and fit out

New canopy structure and signage

New drainage and electrical services

New fuel pipework, pumps and equipment.

Utilities. - Power , telecom.

Receive fuel and shop stock, commissioning to allow reopening.

Key Dates:

Start On Site: 27/05/2019

Project Completion: 30/09/2019

Construction Programme:

Works will be carried out and completed over 18 weeks. Once inductions are complete works will commence approximately 08:00.

Working hours of 07.30- 18.00 Mon to Friday. Sat- 08.00 -14.00- Additional hrs to be agreed with the EHO

Supervision:

An SMSTS qualified Site Manager from Williams Southern will always attend during the works. The subcontractors working on site will be:

First aid:

The Site Manager from Williams Southern. Other operatives on site may be qualified and will identify themselves during induction

Fire Marshal:

The Site Manager from Williams Southern. Other operatives on site may be qualified and will identify themselves during induction

ACTION ON FIRE

Person Discovering the Fire

Alert other persons by operating the alarm or shouting FIRE, FIRE, FIRE

If the fire is small, the site Fire Marshal(s) should attempt to put it out using a suitable fire extinguisher. Go to the Muster Point, as demonstrated on the site emergency plan and as instructed in the site induction. The Fire Marshal shall be responsible for contacting the emergency services and carrying out a roll call.

Induction

All operatives arriving on site will be subject to a full Williams Southern induction carried out by the site manager or responsible person. Inductions will be recorded.

Neighbour letters will be sent to all near the site to inform them of the forthcoming activity With contact details of the Site manager and Contracts manager.

DEMOLITION AND CONSTRUCTION METHOD STATEMENT

Site Rules:

Whilst on site all operatives will be under Williams Southern Site Rules. This will be made clear during the induction:

WILLIAMS SOUTHERN LIMITED CONSTRUCTION Page 1 of 1	Site Rules Williams Southern Integrated Management System	DNV Ref: N/A Issue Number: 6 Reviewed/ Approved By: R Carrington
---	--	---

1. No Smoking or E Cigarette's (personal vaporisers, electronic nicotine delivery systems) within the construction Site or sterile areas. Check with the Site Manager for designated area.
2. No Mobile Phones within the site; check with the Site Manager for designated area.
3. Always wear safety helmets, safety boots, safety glasses, safety gloves and reflective jackets. Other health & safety equipment to be used as required as per risk assessment.
4. You must provide a site specific Method Statement and Risk Assessment before being allowed to commence work on this site.
5. Do not operate or tamper with any plant for which you do not have the appropriate experience, training and unless specifically authorised.
6. Do not enter any excavation unless authorised to do so.
7. Only competent persons who are authorised to do so may erect, alter or dismantle scaffolding, false work, excavation support or any equipment relating to temporary works.
8. Maintain housekeeping standards. Keep your working area tidy and free from hazards at all times.
9. All work at height must be planned and organised. A risk assessment with controls implemented following the hierarchy of control.
10. Make sure you have a completed COSHH Assessment for any hazardous substances you use; comply with the requirements of the assessment.
11. Report any unsafe conditions (including defect to tools, plant and equipment) and/or unsafe behavior to the Site Manager immediately.
12. Report all of the following to the site manager: Accidents, near misses, hazards, potential incidents, property damage. All relevant events to be reported to Williams Southern H&S Team.
13. Cooperate with your employer and the Health & Safety requirements of the Principal Contractor.
14. A Red and Yellow card procedure and Non Compliance Register is in operation to aid the management of safety standards; if you break the site rules or your conduct is improper, disciplinary action may be taken.
15. Leave the welfare facilities in a clean and tidy condition and do not store tools or equipment in the welfare area.
16. All persons on site must have a site induction prior to carrying out any tasks.
17. Emergency plans and procedures must be followed.
18. Clear up and report all spillages of fuel, oil and hazardous substances.
19. Maintain a secure site boundary, all gates to be kept locked and secure at all times.
20. You must sign in and out using the site register.

Welfare Provision:

Welfare facilities will be within the Co-op store boundary. Site office, canteen, toilets, drying room.

See appendix 2.

Site Access:

The PFS will close for the duration of the works.

Vehicles will exit and enter from existing routes onto the main `A` road. Hard surfaces will be kept in place where possible to minimise transport tracking mud from site. Road sweepers and wheel wash facilities will be available.

The work area will be cordoned off around all works areas using Heras panels and gates set with locks.

Security:

All necessary fences, barriers and/or warning signs will be erected to the site(s) boundaries to restrict access to unauthorised persons, and make all persons aware of the potential hazards; and

- a) A visitor's book will be put into place for the booking in and out of all visitors to the site; and
- b) In the case of extreme circumstances, the local police should be made aware of the project and request them to monitor the site.

Risk Management:

Risk Assessments for all activities and method statements if applicable will be provided by all subcontractors a minimum of 7 days prior to commencing on site & issued to the site manager for approval. WSL RAMs to be adapted as necessary by the site manager to suit site specific conditions.

The monitoring and review of the Construction Phase Plan of Works and its associated risk assessments and/or method statements will be carried out continuously throughout the life cycle of the project and all updates and reviews will be carried out and prepared by the PC, in accordance with the CDM Regulations. Where changes affect existing:

- Method statements;
- COSHH assessments; and/or
- Safe working procedures

The PC will amend any affected RA's and/or method statements taking into account the contributions from all Contractors/Sub-Contractors employees rep or any other person(s) affected by their undertaking as required and make known any amendments to any person affected by the amendment.

Working At Height:

Yes- by trained personnel only
MEWPS access.
Tower scaffolds.
Hand rails and netting.

Excavations:

YES. Controlled by Permit, trained personnel only
Temporary works designs and Supervision.

Noise;

All activities will create levels of noise. High noise level works will take place during standard working hours and will be monitored. Every effort will be made to reduce noise levels.

High noise Activities-

Demolition of shop, canopy and adjoining house (M). Excavation of concrete surfaces and Foundations (H).

Removal of old fuel tanks surrounded in concrete (H).

Sheet piling rig (H)

Plant and machinery movement (M)

Vibration;

Excavation and breaking out of hard surfaces

Excavation and breaking out of -Foundations

Excavation and breaking out of- existing fuel tanks

Sheet piling

These works require high impact equipment. No other method is available.

Asbestos:

All R&D surveys will be made available prior to starting

Services- Electricity/ Telecom/ Gas/ Water

All services to be isolated and taken to boundary by the responsible Utility company.

New services to be installed by Utilities provider following major construction activities

Dust;

All activities that create dust will be assessed/ monitored.

Concrete cutting / concrete breaking / open soft ground/ Drilling Dust

Equipment will be provided to reduce dust from leaving the site boundaries. - A water supply will always be available and a hose system to water down dry ground.

Emergency Preparedness & Response:



The aim of this plan is to highlight any situation which will require the evacuation of all parts of the site and to outline the procedure to be followed. This will help to identify quickly whether any personnel are missing and set in motion rescue procedures.

Possible hazardous situations which may occur are:-

- Fire in cabins or vehicles, controls: keeping areas tidy & free of fuel sources where possible, no smoking rule being enforced, fire marshal undertaking inspections, and firefighting equipment.
- Confined spaces, trench collapse, controls: confined space permits, trained persons, emergency plan.
- Spills, controls: bounded area, spill kits, training, information, instruction.
- Storm & Flood, controls: Regularly checking forecasts for warning, removal of signage in high winds, back filling excavations in areas with high water table or prone to flooding.
- Terrorism or terrorist threat controls: Secure site perimeter, training, information.
- Public disorder, riots, drunk & disorderly: Secure site perimeter, security assessment, closing site if localized issues.

(Or any situation outside the norm that may require evacuation of the site)

ALARM

The alarm will be raised by sounding the air horn alarm or alternatively a verbal command.

CONTROL

Control over any incident will be exercised by the Site Manager who will remain at the main assembly point throughout. This will be noted on the site set up plan.

COMMUNICATION

The Site Manager or delegated operative will man the mobile phone throughout the emergency (if it is safe to do so), and will be responsible for alerting the emergency services.

ASSEMBLY POINT

The assembly point is demonstrated on the site emergency plan and as instructed in the site induction. All personnel are to meet at the designated assembly point. No-one shall return into the area until the all clear is given by the emergency services or site manager.

CDM Health & Safety File Arrangements:

All contractors are required to hand over statutory documents, warranties, guarantees, O&M information and provide information on any residual hazards/risks. The work or activities of contractors will not be considered complete until this information has been handed across and deemed satisfactory by the Principal Contractor.

Williams Southern Limited will take all reasonable steps to ensure that materials will be handled efficiently and waste managed properly in line with the waste management hierarchy. We will also ensure that all waste from this site is dealt with in accordance with current legislation.

A record of all materials removed from site will be kept in the site office and be updated by the Site Manager at the end of each shift.

Any Hazardous waste will be removed from site by licensed specialist contractors and dealt with at the nearest appropriate treatment plant.

The client will provide an environmental consultant (Subadra) who will advise on all soil investigation sampling and removals.

Minimum PPE:

Whilst carrying out works on behalf of the Client we will comply with the Personal Protective Equipment at Work Regulations 1992 and

- Provide and maintain P.P.E. of an acceptable standard as identified in our risk assessments;
- Provide any training when an operative has to use specialised equipment;
- Make provision for the proper storage and cleaning of P.P.E.
- Renew old or worn out equipment as required.
- It is mandatory that employees shall wear a safety helmet and safety boots or safety shoes and appropriate gloves and safety glasses at all times.
- Other P.P.E. may be required as a result of risk assessments carried out for the proposed work(s).

When construction activities are being carried out, safety helmets and safety boots will be worn at all times, or in accordance with the site rules issued by the principal Contractor.

Personal Protective Equipment – Visitors to Site:

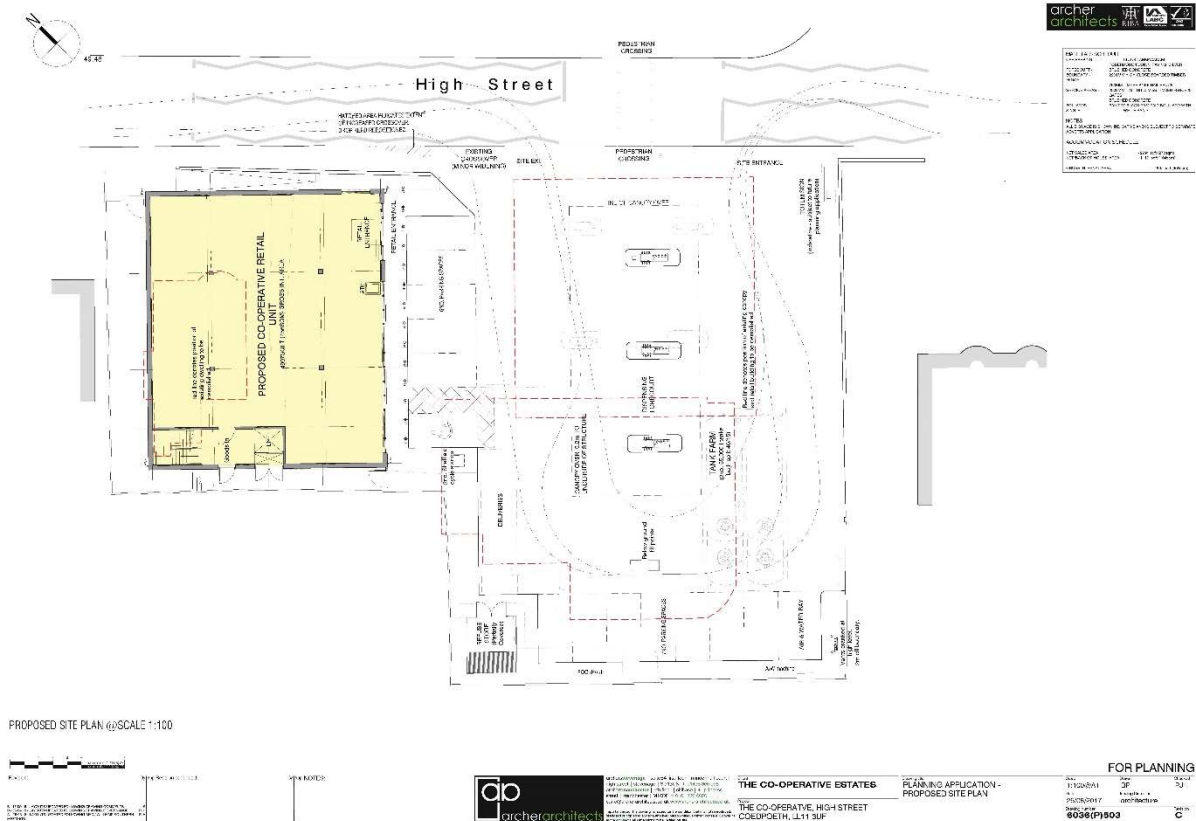
Official visitors to sites (e.g. surveyors, engineers, inspectors etc.) will be required to wear a safety helmet. Other P.P.E. such as safety boots and high visibility vests and/or jackets at all times whilst on site.

Incident Reporting:

If an accident occurs on site which results in injury, damage, dangerous occurrence and /or a "near miss", it will be reported to the Site Foreman, who will enter it in the Accident Book. Copies of the accident book entry will also be sent to the Project Manager.

If the accident is or becomes RIDDOR reportable, it will be report in accordance with current legislation. Death & Specific Major Injuries by 'phoning the Incident Contact Center on 0845 300 9923 all others to be uploaded on line <http://www.hse.gov.uk/riddor/report.htm>

Appendix 1-



EMERGENCY PLAN

In CASE OF AN EMERGENCY:

- Follow the signs
- At the time of an event, attempt to extinguish
- Isolate any foreseeable equipment if possible or to get
- Isolate any foreseeable equipment
- Check if anyone is missing
- Once emergency services get to the emergency response vehicle
- Wait for emergency services
- Do not re-enter until authorized by the emergency services

SAFETY:

Site related parking will NOT be permitted along roads and the site will offer a combination of on-site parking, local roads and adjacent parking facilities with local businesses to ease the various stages of construction.

SYMBOLS KEY:

- FIRST AID POINT
- FIRE POINT
- EMERGENCY ASSEMBLY POINT
- WARNING CABLES OVERHEAD
- MOBILE PHONE/SMOKING AREA
- HMAS FENCING
- PEDESTRIAN FENCING

ADJACENT PROPERTY

TOOL STORE

REFUELING AREA

CONTRACTOR PARKING

NEW RETAIL BUILDING

TOILETS 2+1

CAUTION

STOP

A525 HIGH STREET

ADJACENT PROPERTY