Network Rail Project No:	
AMCO Contract No: IS01083C	
WPP Revision: 02	
Revision Date: 10/04/2020	

Works within the River

Work Package Plan

IS01083C –
UB 303/128 River Fernaig.
Works within the River.

Start Date: tbc

Finish Date: tbc

Work Package Plan Number:
WPP002: *IS01083C Rev02*

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Prepared by:
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Contracts Manager
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(Job Title)
Civils
.....
(CRE Discipline (*as stated in the CPP*)

Accepted on behalf of Network Rail / Client:

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(Print Name)

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VERSION CONTROL

REVISION NUMBER	SUMMARY OF CHANGES
Draft	
01	Changed staff contact details and programmed dates
02	Methodology change.

Supporting guidance

L2OHS0044_F02.pdf

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1 Introduction

1.1 Brief outline of work methodology

1.1.1 UB 303/128 is a rail bridge crossing the River Fernaig, is a single span masonry arch bridge crossing a tidal inlet approximately 1.3km downstream of Achmore, situated between Plockton and Stromeferry in the Highlands. Immediately downstream of the structure is a stone, rock and cobble beach, which at high tide is totally submerged, with the tide levels reaching the downstream face and embankment. The structure consists of a masonry segmental arch with masonry abutments topped by concrete coping and tubular steel railings. Wingwalls extend both upstream and downstream from the structure, which is located within an embankment between Loch Carron and the land to the east of the structure. The structure has a span of approximately 9.5m, a height of approximately 3.8m and a length of 6m.

AMCOGiffens brief is to achieve the required scour score by protecting the two number existing abutments and one number central pier reducing reduce EX2502 scour risk score to 10.0. This will achieved by creating dry working areas and placing specialist concrete scour matting inverts in addition to Rock Armour protection where necessary as per design. Furthermore, masonry repairs above and below water level will be carried out as per Network Rail standard as per detailed schedule of repairs.

1.1.2 The following tasks support this Work Package Plan:

Reference & Prepared by:	Task Briefing Sheet Title	Activity Start Date
WPP002 Scour Works – Gordon Paterson	Creation of Working Area	31/01/20
WPP002/TBS001 Scour Works – Gordon Paterson	Scour Works	26/02/20
WPP002 Scour Works – Gordon Paterson	Masonry Repairs	26/02/20

General

- All operatives will receive the site safety induction and sign the site safety induction log
- All personnel on the site will receive a task briefing to cover the methodology and health, safety and environmental risks associated with the activities.
- A daily white board briefing will be carried out each day which all site personnel will attend. Any new hazards will be identified at this point.
- A point of work risk assessment and daily briefing will be carried out each day which all operatives will sign to show they have understood the methodology and hazards. Any new hazards will be identified at this point.
- All suppliers to be notified of Traffic Management plan prior to commencement of works.
- A dilapidation photo survey shall be carried out before any works commence.
- All refuelling shall occur in a dedicated area at least 10m away from the watercourse
- All heavy plant operating in or within 10m of the watercourse will run using hydraulic Bio oil.
- All static plant shall be sat over a drip tray which can contain 110% of the fuel tank capacity. This plant shall be positioned at least 10m away from the watercourse
- All waste shall be managed in accordance with the Site Waste Management Plan.
- Clean, check and dry process to be in place and briefed to all personnel and all plant to be cleaned down before coming to site.
- Nesting bird survey to be carried out prior to works commencing.
- All works shall comply with the requirements of the ecology report, Marine Scotland licence, SEPA licence and Fishery Consents.

IMPORTANT INFORMATION REGARDING TIDAL WORKING

- No lone working is permitted at any time in or around the water course.
- Works are in a tidal area and therefore works will be planned accordingly. Any machine works to be carried out with machine in the river footprint are only permitted 3 hours either side of low tide. At all other times, it is expected to be high tide and therefore no machine works are permitted. During periods determined to be high tide, only works carried out by divers permitted.

- Site supervisors should familiarise themselves with an approved Tide Times information service. These times will dictate working hours and limitations.

TB001 – Creation of Silt Control Working Area.

- Marine Licence to be issued prior to AMCOGiffen entering watercourse.
- Permit to work within the watercourse to be issued prior to working in or near watercourse.
- All permit requirements to be adhered to for duration of the below activity.
- Prior to works commencing the Site Supervisor shall register with the SEPA floodline (0845 988 1188 / http://www.floodlinescotland.org.uk/)
- A water monitoring kit shall be obtained from the AMCO Environmental Department and a sample shall be taken and recorded (photographed) by the Site Supervisor.
- During this activity the Site Supervisor shall monitor and record the water quality for silts taking samples upstream and downstream of the work site (the upstream sample providing the baseline). If pollution is being caused then work will stop and the control measures reassessed.
- Wearing chest high waders and life jackets AMCOGiffen Operatives will enter river and install 1no safety line downstream of works secured by pegs into embankment and 1no life buoys on upstream embankment.
- AMCOGiffen Operatives will then install 2no chicaned silt curtains, on the downstream side, spanning from embankment towards adjacent embankment stopping short to allow for fish passage.
- AMCOGiffen Operatives will then install 1no oil boom across the surface of the existing river on the downstream section, securing into existing embankment with timber pegs.
- AmcoGiffen will install Bubble curtain silt management device upstream and downstream of the works due to the tidal nature of the river.
- Waders/Boots shall be dry and clean before entering the work site to prevent the spread of aquatic species.
- Whilst the above is being completed, the diving subcontractor will be setting up their operations following their own methodology and Approved Code of Practice - Commercial diving Projects Inland/Inshore (L104). A 5 man dive team will be required for these works. Their site specific Methodology and Risk Assessment will be appended to this document once it is available.
- A dive control station will be set up at the site entrance, just prior to entering the water.
- Following the Risk Assessment and Methodology of the dive team, the welfare will be set up to provide a safe place for the dive team to have rest breaks and clean and dry diving suits/equipment.
- Local emergency services, including the coastguard and lifeboat will be advised of the operations.
- All divers air lines should be set up and highlighted well away from the operations of the excavator.
- Prior to entering the watercourse, the tidal levels and flow levels of the river will be monitored by the dive supervisor and the activity will be at point risk assessed.
- The flow of both the tide and the river must meet the approved m/s flow which match the ACOP and RAMS.
- If required rescue boat will be on site and must be launched prior to all access to the river during high tide times. At low tide times, the boat can be positioned out on the estuary if deemed required.
- All bankside operatives, either from the dive team or AMCOGiffen must wear lifejacket and be fully briefed on activities risk and control measures along with the rescue plan.
- Any operatives operating the rescue boat must be trained and competent in watercourse rescue.
- Upon completion of the main works, the above methods will be removed in opposite sequence with extra care taken to ensure no sediment is disturbed.
- Silt sampling with the clean water bottles should be carried out twice daily intervals throughout the lifetime of the work and any issues highlighted to AMCO Site Management. General operatives can sample during low tide with the divers completing the sampling during periods of high tide.
- PH Testing will be carried out before, during and after all proposed concrete works including masonry repairs and any issues highlighted to AMCO Site Management and works suspended.

TB002 – Scour Works

- Upon the completion of the creation of the Silt control Working Area and diving equipment, the main works will be in a position to commence.
- All plant will access/egress the working area using the gap in the wall and across the bay which will allow the Excavators to access the centre of the works area.
- Excavators should be tracked in order to spread the load imposed on the ground. Tracks should be cleaned prior to first use and daily upon leaving the water.
- Site Engineer will carry out and full CAT and Genny survey of all proposed excavation areas.

- Check service drawings provided by utility companies, issue permit to dig and proceed to locate any detected services by hand excavation. No mechanical excavation permitted within 1.2m of a known service.
- All works will be carried out under approved ALO plan.
- In addition to the above all excavators are to be fitted with Kill Switch preventing excavator leaving predefined exclusion zone. Banksman to receive briefing on Kill Switch working.
- Within the Silt Control working area, Under the control of a banksman equipped with back to back communication, the 20te excavator will begin working from the banking and will scrape the existing bed material and load in to the 9te dumper to be transported to the access point.
- During this activity the Site Supervisor shall monitor and record the water quality for silts taking samples upstream and downstream of the work site (the upstream sample providing the baseline). If pollution is being caused then work will stop and the control measures reassessed.
- All bed material to be removed prior to starting the shaping of the formation.
- Care to be taken to ensure that there is no undermining of the existing abutment/pier foundations during the excavation works.
- The structure will be visually monitored throughout the works for signs of movements/cracking.
- If any undermining occurs or there are any signs of movement in the structure then works will stop and designer notified. Network Rail will also be required to be informed.
- All bed material will be side cast and stockpiled upon the polythene liner ready for reuse at the end of the works. This material shall not be mixed with other site materials
- This bed material pile should be positioned so as to pose no risk of being washed back into the watercourse during periods of high river flow or heavy rainfall. This shall be monitored and silt fence erected where required.
- Main excavation works will now be carried out. Surplus material will be transported to the compound using dumper(s) and stockpiled for removal to a suitable off site treatment facility.
- Excavation of the formation will be carried out in similar vein to the bed removal, the 20te excavator will trim the river bed, excavating into the 9te dumper for removal to the stock pile.
- With excavation works complete, the installation of the concrete scour mattress will be installed.
- The mattress should be rolled out to the area of final installation and connected together using built in zips to form 1 large mattress. Allowance should be made for contraction of size when filling with concrete. The installation should follow the guidance/installation sequence as advised by the concrete mattress manufacturer.
- Care should be taken, due to the opposite flows of the tide and the river that the mattress is secure from lifting with the flow of water.
- Micro concrete will then be uniformly pumped through filler sleeves, integral to the mattress, and controlled so as to ensure each panel is completely filled prior to moving on to the next.
- The design of the mattress allows for pouring in water without polluting the water course.
- Concrete pump should be set up a minimum of 10m back from the water course within the compound area.
- During this activity the Site Supervisor or dive supervisor shall monitor and record the water quality for acidic levels by taking PH testing samples upstream and downstream of the work site (the upstream sample providing the baseline). If pollution is being caused then work will stop and the control measures reassessed.
- AMCOGiffen Site engineer will ensure concrete is installed as per design for line and level ensuring quality assurance.
- All of the above processes will be repeated throughout the proposed construction phases to ensure all concrete works are complete as per design. Once concrete has had sufficient time to reach design strength, either end will be keyed in to existing with a 600mm layer of bedding material. This material will be placed by the excavator.
- Using the excavator and dumpers, Dn50 = 600mm rock armour stone will be placed over the entire area of the concrete mattress key in areas and ditches.
- Riverbed reinstatement will be carried out at this time using 14t excavator and previously removed and segregated material.
- With all scour protection works complete, the dry working area can be removed in a reverse of the installation process.

TB003 - Masonry Repairs

- Masonry repairs will be carried out on both abutments and central span as detailed on the Form003 drawings and repair schedules.
- Access to low level repairs will be gained from ground level.

- Access at higher level will be accessed using Alloy towers built, moved and dismantled by or under the supervision of a competent PASMA trained operative. This work will be carried out during periods of low tide only.
- There are 13no defects identified on the structure with 2 of these identified as no repair required.
- Of the remaining 11 repairs, these consist of **Re-pointing of open joints/fractures and De-vegetation.**
- Dilapidation Photos must be taken prior to any works commencing.
- The ecology report shall be referred to and nesting bird check undertaken prior to works commencing
- **Pointing** is to be carried out in accordance with NR/CIV/SD/101.
- Operatives will use hand tools such as rake/hammer/chisel/scotch (and lightweight 110v breakers if required) to remove all loose mortar from the masonry courses to a depth of at 25mm to provide a key for the new mortar installation. If a depth of 20mm or more mechanical tools to be used.
- Operatives to check to ensure that a depth of at least 25mm has been of achieved by the raking of old joints, using a suitably proportioned depth gauge for 25mm
- A lime mortar mix as per the design specification detailed on NR/CIV/SD/101 will then be dry mixed in the main compound before being transported round to the work area.
- A measured amount of water will then be added to the mix in the bucket to form the mortar, which will then be applied to the re-formed mortar beds before being struck flush.
- Utilising hand tools (trowel & pointing key), sweep mortar into the exposed joint area
- After the mortar has hardened (but before it goes off); all joints will be given a brushed finish. The mortar will be brushed with a soft brush to expose the course aggregate.
- Mortar Mix to be M6.
- This method can be repeated whenever necessary.
- **Vegetation Removal** is to be removed by hand or scrapped off using hand tools if necessary.
- If mortar is pulled free from mortar bed when vegetation is removed then repointing is to take place.

1.2 AMCO's delivery organisation

1.2.1 The following individuals from the AMCO's organisation will be involved during this work package:

Role	Name	Contact Number
Regional Director	Alan Boyle	07557 203 539
Regional Manager	Daniel Harkins	07557 540 067
Contracts Manager	Ross McCaffer	07584 555 749
Site Agent	Gordon Paterson	07584 606 719
General Foreman	Andy Stewart	07557 540 081
Contractors Engineering Manager	Alan Crocket	07557 540 067
Contractors Responsible Engineer (Civils)(*As per CPP***)**	Ross McCaffer	07584 555 749
ALO Responsible Manager	Ross McCaffer	07584 555 749
ALO Planner	Gordon Paterson	07584 606 719
ALO Co-Ordinator	Andy Stewart	07557 540 081
Temporary Works Coordinator	Ross McCaffer	07584 555 749
Temporary Works Supervisor	Gordon Paterson	07584 606 719
Temporary Works Supervisor	Paul Balfour	07827 978 338
H&S Advisor	Neil Dunlop	07880 002 751
Sustainability & Assurance Advisor	Matt Barker	07801 349 671

1.2.2 The following companies, specialist contractors and/or individuals will be involved during this work package as defined in the CPP:

Name of company, specialist contractor or individual, etc.	Work activity / Specialism	Point of contact details	
		Name	***Mobile***
tbc	Diving Operations	Tbc	tbc

1.3 Resources

1.3.1 The following resources will be used for this work package:

Relevant Design Documents

A copy of any drawings and other design documentation relevant to this task can be found in Appendix 2

Document Ref	Document Title	Rev
IS0971A-61061-F003	**River Fernaig Scour Protection NR/L2/CIV/003/F003: AFC**	02
	Utility Information Drawing	

People

Number of People and their competence associated with this WPP		Task
Competence	**No of People**	**TBS Ref**
Sub Agent – SMSTS, First Aid, CSCS	1	1, 2 & 3
General Foreman – SMSS, First Aid, CSCS	1	1, 2 & 3
General Operative – CSCS, First Aid, Plant Operators, PASMA, Dumper/Roller, Slinger/Signaller, Banksman	3	1, 2 & 3
Machine Operator	2	1 & 2
Delivery Drivers – HIAB*if required	various	1, 2 & 3
De-vegetation Team *if required	2	3
Appointed Person	1	1, 2 & 3
Slinger/Signaller	2	1, 2 & 3
Banksman/Vehicle Marshall	2	1, 2 & 3
DIve team	5	1 & 2

Plant, Equipment and Tools

Quantity of Plant, Equipment and Tools associated with this WPP		Task
Plant item	**No**	**TBS Ref**
Hand Tools	Various	1, 2 & 3
Welfare	Various	1, 2 & 3
Power tools	Various	1, 2 & 3
Devegetation equipment	Various	3
Excavator	2	1 & 2
Dumpers	2	1 & 2
Tipper wagons (Road Going)	2	1 & 2
Hiab's	Various	1, 2 & 3
Pickup(s)	1	1, 2 & 3

Heras Fencing	Various	1, 2 & 3
Red & White Barriers	various	1, 2 & 3
Alloy Tower	2	3
Diving Equipment	Tbc	1 & 2
Sediment Control Equipment	Tbc	1, 2 & 3

Materials

Quantity of Materials		Task
Material	**Quantity**	**TBS Ref**
Micro Concrete	Various	2
Concrete Mattress	Various	2
Rock Armour (for permanent works)	750T	2
Masonry Repair Materials	Various	3

2 Working Together

2.1 At site communication

2.1.1 Communication on site will be via phone and email between all parties involved within the contract. Any accidents or incidents that occur on site should be reported to AMCOGiffen on call manager and then after Network Rail's PM. All relevant details can be found within the CPP and WPP. Calls to emergency services will be made by mobile telephone.

2.2 Contact details

2.2.1 The following are the main contacts for this work package:.

NR Project Team

Name	Role	Contact details	Tick to confirm number works and has been tested
Micheal McArthur	NR PM	07788 924147	✓
Susan Rennie	NR SPM	07730 362 437	✓
Amanda Harvey	NR SPM	07711 600 192	✓
Rod Hendry	NR Construction Manager	07818 001660	✓
Craig Robertson	NR Project Engineer	07825 376898	✓

Regulators

Organisation	Contact details	Tick to confirm number works and has been tested
Emergency Services	Emergency – 112 / Non Emergency 101	✓
British Transport Police	0800 405040	✓
HSE	Fatalities and Major Injuries - 0845 3009923. Other - http://www.hse.gov.uk/riddor/report.htm	✓
ORR	020 7282 2000	✓
EA/SEPA/NRW	0800 807060	✓

Flood line	0345 9881188	✓
Local Authority	Highland Council - 01349 886 606	✓
Spill clean up	0800 592827	✓

2.3 Other parties involved with the package of work (interfaces details)

2.3.1 The following working arrangements will apply with all parties / organisations that have been identified with this work package:

Interfacing Organisation	Interface Point for:	Point of Contact and contact details	Interface arrangements
Land Owner	Land Access	Mary McBeth (correspondence through Network Rail)	tbc
Marine Scotland	Marine Licence	Marine Scotland 0300 244 5046	tbc
Fisheries	Fish Rescue	Peter Cunningham 01445 712 899	Tbc

3 Hazard Management

3.1 Work involving particular risks

3.1.1 The work in this package involves the following particular risk(s), as detailed in Regulation 12 (2), (Schedule 3) of the CDM Regulations 2015:

Risk	When and where will the risk be present?	Permits Required	How will this risk be controlled?
Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.	**Excavation for Scour Protection.**	**Permit to Dig**	Follow good digging practices and guidance described in the methodology. All excavation sides to be battered back to reduce the risk of collapse. Personnel only to enter excavations if safe to do so and under the guidance of the banksman. Stop blocks, water filled barriers to be used to prevent accidental incursion by plant/personnel onto the track. Regular inspections of excavation carried out by site supervisors. Weather forecasts to be monitored and periods of high tide levels to be identified and works within the dry working area avoided if possible during this time. Ensure rescue equipment and lifesaving PPE is on site and utilised during this time. All works to be carried out with Fall Prevention Equipment in place. No working next to a leading edge unless personnel are wearing a harness with lanyard "clipped on" to a suitable fixed anchor point. Exclusion zone to be set up, signed and maintained below all works at height including deliveries. Banksman to control all plant movements and exclusion zones. Any access to the back of a flatbed van or HGV must only be

			completed once a safety rail system has been installed. All works at the top of embankments to be carried out with banksman in a position of safety. Only authorised personnel involved in the works to enter the exclusion zone under the control of the banksman. Ensure equipment is certified and checked prior to each and every use. Exclusion zone to be identified, barriers and warning signs to be erected.
Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.	**During all refuelling activities. Working with imported aggregates. Working with concrete.**		MSDS and COSHH assessments to be communicated to workforce with all control measures detailed in the assessment adhered to. Suitable PPE / RPE as detailed in the COSHH assessment to be used whilst working with substances hazardous to health. Gloves to be worn should be rubber coated completely as appose to rubber palm coating only. During periods of excessive dry warm weather water suppression will be sprayed over aggregate to prevent dust. Face masks of FFP3 variety should be worn. Face masks to be worn during working with dry dusty material operations. During concrete operations, all personnel should ensure bare skin is covered with an appropriate barrier against concrete splashes. Footwear should prevent ingress of cementitious liquid through to skin. Gloves should be PVC with the ability to block liquids reaching skin.
Work which puts workers at risk of falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.	**During all deliveries and working next to an edge. Masonry repairs carried out from alloy tower.**	**Permit to work at height.**	All works to be carried out with Fall Prevention Equipment in place. No working next to a leading edge unless personnel are wearing a harness with lanyard “clipped on” to a

			suitable fixed anchor point. Exclusion zone to be set up, signed and maintained below all works at height including deliveries. Banksman to control all plant movements and exclusion zones. Any access to the back of a flatbed van or HGV must only be completed once a safety rail system has been installed. All works at the top of embankments to be carried out with banksman in a position of safety. Only authorised personnel involved in the works to enter the exclusion zone under the control of the banksman. Ensure equipment is certified and checked prior to each and every use. Exclusion zone to be identified, barriers and warning signs to be erected. PASMA towers only permitted to be constructed, maintained and dismantled by or under the supervision of a trained an competent PASMA trained operative.
Work exposing workers to the risk of drowning.	**All works within the river. Water sampling.**	**Permit to work in a watercourse.**	Weather conditions, Tidal flow and river levels to be monitored before commencing works adjacent to or in the water. Life jackets to be worn during periods of increased water levels and rescue buoys and life lines to be positioned on the river banks adjacent to the work site. Working area to be established for works within the river. Due to the tidal nature of the works, shift plans to take cognisance of the tidal times and machine works within the river only authorised during periods of low tide or approx. 3hours either side of low tide point. Divers to be employed for works within the water. Rescue boat employed if assessed as required. Wear approved PPE. Whistle to be worn to raise alarm incase of

			emergency. No lone working in or around water.
Work carried out by divers having a system of air supply	**All diving operations.**	**Permit to work in a watercourse**	Employ suitabley trained and competent sbcotnractor with suitably trained and comeptant dive team. Rescue boat on site and local emergency services to be informed of the work. Safe system to be set up for the diving operstions. Inspect and check all plant and equipment prior to first entry into the water. Welfare facilities to be provided and maintained on site for divers to have rest breaks and also store/dry/maintain plant and equipment.
Work involving the assembly or dismantling of heavy prefabricated components.	**During all deliveries and collections**	**Permit to Lift.**	All lifting operations to be planned and assessed and lift plan produced. All lifting equipment to be checked and records kept on site. All lifting to be controlled by banksman/signaller. Banksman/slinger to control all plant movements if installed using kill switch. All lifting to take place from a failsafe position. Exclusion zones to be established and maintained around all lifting operations. These are to be fenced off using heras type fencing. Fall/edge protection must be in place for any personnel having to access either the back of an HGV or pick up.

3.2 Significant railway and construction risks

3.2.1 The following are the significant railway and construction safety and health risks that apply during this work package. A copy of the risk assessments associated with this WPP can be found in **Appendix 1**

What are the main risks (including health) during this Work Package?	When and where will the risk be present?	Permits Required	How will the risk be controlled
Change Management	**Throughout the lifetime of this package of works.**		Adhere to the following: If you haven't been briefed on a certain task, don't do it. If the work activity differs from what you have been briefed on, stop. If you become unsure how to progress your works, stop. If in doubt, speak to your line manager or supervisor. Undertake a POWRA detailing the change control measures, consult with the supervisor and proceed if safe to do so. Do not restart works until you have been re-briefed on the task. At all times, **CHANGE** = **STOP**
Working in/adjacent to watercourse	**Scour Works, Masonry Repairs and water sampling.**	**Permit to Work in/Near Watercourse**	Static plant to be sited minimum 10m from watercourse with suitable plant nappy to prevent oil/diesel spillage. Awareness of hazardous flora and fauna. Correct PPE. Adherence to Weill's Disease procedures. Prevent contact with water. Minimise working in river bed prior to dry working area being set up to prevent spread of silt. Rescue point to be set up at prior to the works commencing and to contain as a minimum. Life Ring and Life Line. Rescue boat to be in place for diving operations. Operatives to be conversant with the Rescue Procedure and a "Dummy" rescue carried out. Marine Licence to be in place and conditions adhered to. Prior to works commencing the Site Supervisor shall register with the SEPA Floodline. Tidal times to be monitored at regular intervals and shift plans adjusted to suit working only around low tide until dive working area is in place. Ensure that all non-essential plant, unsecured equipment and unsecured materials are removed from the river prior to high tide. All personnel involved in the works to be competent. Suitable PPE to be provided for operatives including good quality Waterproof

			jacket and trousers along with waders for entering the river. Waterproof welly boots to be used for when working within the low tide working area as a minimum. No lone working at any time within the Working Area. Silt levels to be monitored up and down stream of the works, before during and after the works are complete to identify the potential for any issues and allow for mitigation measures to be implemented. All plant working in river to be fitted with Bio Oil. All operatives working in and around river to wear life jackets. Dive team to set up diving equipment in line with ACOP.
COVID 19 - Travel	**Throughout the lifetime of the project**		Wherever possible workers should travel to site alone using their own transport and sites need to consider: • Parking arrangements for additional cars and bicycles • Other means of transport to avoid public transport e.g. cycling • Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available • How someone taken ill would get home
COVID 19 – Site Setup			• Stop all non-essential visitors • Introduce staggered start and finish times to reduce congestion and contact at all times • Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring • Require all workers to wash or clean their hands before entering or leaving the site • Allow plenty of space (two metres) between people waiting to enter site • Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times • Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible • Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.

			"
COVID 19 – Contact with Persons.			• Review all activities to be carried out – are these critical or non-essential? • Non-essential physical work that requires close contact between workers should not be carried out • Work requiring skin to skin contact should not be carried out • Plan all other work to minimise contact between workers • Re-usable PPE should be thoroughly cleaned after use and not shared between workers • Single use PPE should be disposed of so that it cannot be reused • RPE – should not be reused unless designed for purpse. • Stairs should be used in preference to lifts or hoists • Where lifts or hoists must be used: □ Lower their capacity to reduce congestion and contact at all times □ Regularly clean touchpoints, doors, buttons etc. • Increase ventilation in enclosed spaces • Regularly clean the inside of vehicle cabs and between use by different operators.
COVID 19 - Welfare			• Dedicated eating areas should be identified on site to reduce food waste and contamination • Break times should be staggered to reduce congestion and contact at all times • Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area • The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home • Workers should sit 2 metres apart from each other whilst eating and avoid all contact □ Payments should be taken by contactless card wherever possible □ Crockery, eating utensils, cups etc. should not be used • Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced • Tables should be cleaned between each use • All rubbish should be put straight in the bin and not left for someone else to clear up • All areas used for eating must be thoroughly cleaned at the end of each break and shift, including

			chairs, door handles, vending machines and payment devices.
Undermining of bridge foundations. Affecting stability of structure	**All excavation and piling works within the river.**		No undermining of abutments permitted. Care to be taken when removing material to ensure no undermining occurs. Structure to be visually monitored for signs of movement. If any undermining or movement occurs then works must stop and Senior managers, Network Rail and Designer informed.
Excavations and breaking ground	**All excavation works.**	**Permit to break ground**	Ensure excavations are carried out using a permit to dig. All areas for excavation to be CAT scanned and service drawings checked before work commences. All services to be marked on the ground, Positions of disconnections to be marked up. Check exactions at the beginning and end of each shift and record on appropriate Phoenix form. Backfill excavations as soon as possible. Fence off excavation if they have to be left unattended. Do not leave excavations within the watercourse open overnight. Operatives excavating within the area of a known live service must wear flame retardant overalls, gauntlets and hard hat with visor. Installation of sheet piling will take place around tides. Ensure initial inspection of previously installed piles is carried out each shift start.
Stability of Excavations	**During all excavation and fill works.**	**Permit to excavate. F91 excavation register.**	Site supervisor to carryout daily inspections of all excavations prior to shift start and throughout the shift. These are to be recorded in a site excavations inspection file and held on site. Exclusion zone managed by banksman to prevent unauthorised personnel from entering excavation. Banksman to maintain a safe position at all times during the works. Excavations at tie ins to be excavated to a maximum gradiant of 1:2 to a maximum depth of 1800mm. Centre sections excavated to 800mm square to the abutments. Upon completion of the excavation, Permit to Proceed to be completed by the TWS prior to commence filling operation. Excavation to be monitored during the filling operation as above with permit to proceed completed upon completion of the filling operation.
Buried Services	**All Excavation & Fill Operations.**	**Permit to Break Ground.**	All areas of disturbed ground to be scanned with CAT and Genny, this to include areas for roadway and compound installation. Services

			drawings checked prior to excavation. Hand dig to locate services. Permit to dig to be in place and briefed to all personnel. No mechanical excavation within 1.2m of known buried service without director's approval. Operatives excavating within the area of a known live service must wear flame retardant overalls, gauntlets and hard hat with visor. Follow the guidance of AMCO procedure HS33. Temporary works and setting up of delivery HIAB jacks to take cognisance of underground services.
ALO	**Excavation and fill works.**	**ALO Plan and Daily Checklist**	ALO plan must be produced, approved and briefed to all operatives involved in the works. Works will be below the level of the track however the excavator will be working in a position where it will be feasible to breach the ALO. In addition to the above all excavators are to be fitted with Kill Switch preventing excavator leaving predefined exclusion zone. Banksman to receive briefing on Kill Switch working. Prior to any excavator movements, Kill Switch to be checked each shift using mock test to ensure fit for purpose. This will involve turning on excavator and hitting the kill switch to ensure it is fully functional. Banksman and operator to maintain communications utilising Dect Comms at all times. Banksman and machine op to ensure that banksman is in a positon of safety outwith the slew/reach of the machine. If the banksman requires to enter the dig, the machine operator should idle the machine and ensure the machine is unable to be moved until the banksman regains a position of safety.
Plant Movements	**During the lifetime of the site activities.**		Only Trained and authorised personnel to use plant. Plant not to be overloaded and load not to restrict drivers view. Reversing horns to be working on mobile plant at all times whilst reversing. Banksman with machine at all times whilst working or travelling. Exclusion zones to be established around working / manoeuvring plant. Site records to document adherence to this. Use of VCAS system on dumpers. Exclusion zones around all operating plant. All Excavators to be fitted with Kill

			Switches. Banksman to assist with these movements where possible. No parking off site due to the narrow of road. Ensure entry gate is set back to allow for the safe locking and unlocking of the gate.
Lifting operations	**During the lifetime of the site activities.**		All lifting to be planned and assessed with a lift plan. All members of the lifting team to sign the lift plan. All lifting equipment to be checked & records kept. All lifting to be controlled by a banksman/signaller. All lifting from a failsafe position. Exclusion zones to be established around all lifting operations.
Environmental interface	**Throughout Entirety of Project**		Consult with Authorities. Ecology survey has been carried out. 24hr spill response team on standby. Trained and competent staff and personnel. Well informed personnel. Fuelling over plant nappies and static plant to be set on nappies. Chemical and fuel spill kits to be positioned adjacent to the point of potential spill i.e. next to fuel bowser and flamebank. All static plant to have plant nappies underneath. All spills reported and dealt with accordingly. No refuelling or storing of COSHH materials within 10m of the river. Nesting bird survey to be carried out prior to start. Water sampling to be carried out throughout works. No fuelling operations or fuel storage within 10m of watercourse. Do not create soil bunds adjacent to the watercourse where run off could enter the watercourse. Use of bio oil in machinery working in or adjacent to watercourse. Creation of dry working area using sheet piling for all works within the watercourse. Adhere to licence conditions at all times. Daily monitoring of silt levels in watercourse. Silt bags to be used on pump discharge hoses. Water to be discharged through a silt buster onto the embankment and not directly into the river. Oil booms and spill kits to be available adjacent to the worksite. Marine Licence to be in place and conditions adhered to. Prior to works commencing the Site Supervisor shall register with the SEPA Floodline. Site will maintain communications with fisheries during the lifetime of the project. Bubble curtains to be ised to assist with silt pollution. Also all work to be carried out at low tide.

Temporary works	**Safety Features.**		TW co-ordinator & supervisor to be appointed. Supervisor must inspect and sign off TW installation. Permit to proceed to be issued upon completion of works before fist put into use. Daily inspection and checks to be carried out. Temporary Works in relation to this contract are: 1 Downstream Safety Features. CAT 0 Design.
Hazardous substances	**During the lifetime of all site activities.**		COSHH Assessments. Methodology defined in WPP. Correct PPE and RPE. FFP3 masks to be worn when spreading stone during dry dusty conditions if required, additional water suppression is to be put in place. Suitable welfare facilities. Full rubber gloves to be worn when working with liquid materials to protect back of hands. Cover skin when mixing or working with grout or concrete. Ensure additional breaks and water is available if working in warm weather. Ensure hazardous materials are stored more than 10m away from the watercourse or a sewer/tributary running into the river.
Manual Handling	**During the lifetime of all site activities.**		All personnel to have received Manual Handling Training. Restriction of weight. Restriction of distance carried. Eliminate twisting when loading. Use of additional personnel. Use mechanical means where possible.
Use of small tools/hand tools/power tools	**During the lifetime of all site activities.**		Use of battery powered tools. Low voltage equipment (110v). Regular circuit test/PAT. HAVS assessments to be undertaken and briefed. Noise assessments to be undertaken. Ensure you complete the HAVS register at the end of each shift.
Noise	**During the lifetime of all site activities.**		Noise levels to be monitored and hearing protection worn if required. When noise levels reach 85db hearing protection shall be mandatory. When using any hand held power tools or near or with machinery hearing protection shall be mandatory. Letter Drop local residents before works begin.
Dust	**During all drilling, cutting and working with dusty materials.**		Use water supression methods at all times if dry conditions are causing dusty atmosphere. Wear FFP3 dust masks at all times during filling operations on dry dusty days. Carry out occupational health assessments. FFP3 masks to be used when cutting pipes or stone work. Ensure water bottles available with cut off saws. Monitor condition of Unamed Road

			and organise road sweeper if required to reduce mud/dust on surrounding roads. Haul Road to be kept clean and washed as required to reduce slips, trips and falls.
HAVS	**Throughout the lifetime of all works.**		Use low vibration tools. Where appropriate use anti vibration handles. HAVS monitoring to be completed daily. Ensure ELV's are not breached and actions are taken when EAV are reached. Rotate personnel Be aware of your permitted trigger times prior to starting work. Do not exceed trigger times. Note trigger times may differ to operation times. Trigger times for tools in use for these operations are whacker plate (greater than 24hrs to EAV), cut off saw (789mins to EAV), cordless drill (245mins to EAV), TE30ATC (99mins to EAV), TE40ATC (105mins to EAV). Trigger times noted within the HAVS file. Ensure you are familiar with times prior to starting an operation. If the tool to be used isn't listed stop and speak to a supervisor to acquire the required data.
Weil's Disease	**Throughout Entirety of Project when working in or around the water course.**		Identify locations and eliminate where possible. Carry Information card. Be aware of symptoms. Protect cuts and damaged skin. Wear appropriate PPE. Do not ingest. Personal hygiene. Inform GP if reporting 'flu symptoms
Vehicle Movements	**Throughout the lifetime of this package of works.**		Vehicle marshals to be used at all times on site to monitor and control plant/vehicle movements. Segregated walking routes to be formed within the compound. Gates at the compound and the main site to be closed and locked at all times. Do not leave gates open at any time. Warning notification signage to be erected on approach roads advising members of the public of the presence of Construction traffic and the site entrance. All suppliers to be notified of the Traffic Management Plan for the site including the requirement to notify/book in deliveries to allow for AMCO attendance at the gate and remove the requirement for Signage to be erected advising contact numbers for access for any suppliers who fail to notify of a delivery time. Site traffic to be advised site speed limit of 5mph. Vehicles exiting the site to give priority to vehicles entering the site to prevent a coming together on Unamed Road. Banksman to assist

			with these movements where possible. Ensure site gate is set back from the main carriageway to allow for the safe locking and unlocking of the gate. Banksman and machine operators to ensure the use of Dect Comms during all plant movements.
Sharps	**Throughout the lifetime of this package of works.**		Identify possible locations. If discovered, fence off and advise site management who in turn will inform NR control. Do not touch or remove the sharp. Instruction on procedure in event of cutting / puncture. Encourage the wound to bleed, prevent further contamination. Report to hospital, taking offending sharp with patient. Inform NR control on 0141 335 2020. Due to remote location, no expectation to find needles on this site however vigilance is key.
Theft or vandalism	**Throughout the lifetime of this package of works.**		All sites are adequately signed and demarcated with suitable and sufficient barriers. Areas to be secured at all times outside normal working hours. Remove all valuables and potential hazards when out of use. No dangerous plant or materials to be left accessible when unattended. Remote CCTV guarding on site from Black Diamond during all periods when AMCO has no attendance on site. During busy shifts with multiple persons/contractors, store man to be used to monitor comings and goings from stores.
Fire	Welding operations, refuelling operations and cutting of anchors.		Avoidance of accumulation of combustible material. Correct storage of gasses and highly flammable liquids. Control of sources of ignition. Firefighting equipment to be readily available, serviced and maintained. No smoking to be permitted on site. Electrical appliances and small tools to be inspected. Hot works permit. Ensure welding operations carried out by a trained and competent welder. Exclusion zone around welding operations to be set up and maintained. Fire point to be set up, one at the compound and one at the bridge. Both to contain a first aid kit, fire extinguisher set and signage advising types of fie for each extinguisher.
Public Interface (Local residents)	**Throughout the lifetime of this package of works.**		Ensure that good communication and correspondence is kept between AMCO, Network Rail and the local Council. Always ensure the area is

			clean and tidy. Always give public right of way and be polite and courteous at all times. Site manager to ensure no vehicles park on the unamed road at any times without TM in place. Letter drop to be completed prior to works commencing to residents within a 200m boundary of the worksite, road closure and compound. Ensure walking route is kept clear, tidy and away from overhead services where possible. Site hazard warning signage to be erected throughout the works site. Assist vehicles entering/exiting the site onto local roads to minimise nuisance to local residents.
Eye Injuries	**Throughout the lifetime of this package of works.**		Standard safety glasses to be worn for general site work and impact resistant goggles for powered tools. Impact resistant visors and goggles to be to EN1661B standard. High Impact goggles to be worn during all cutting/drilling tasks. If wearing the Bolle tracker type glasses for high impact work, the head band must be worn to achieve high impact status.
Environmental Spillages (Site activities)	**Throughout the lifetime of the project.**		Use drip trays and nappies with static plant. A&A Environmental to be on 24hr call out. Spillage granules and spill kits are to be available on site. Ensure refuelling point and storage is set up 10m (minimum) away from a known gully or watercourse. Ensure oil booms are positioned alongside the silt curtain to prevent any risk of oil from the machine entering the water course.
Fuel spillage from compound generator	**Throughout the lifetime of the project.**		Secure-set generator to be used (containerised, with built in fuel tank and bund to 110% capacity). Nappies to be used during refuelling. Spill kits and granules to be available on site. A&A Environmental to be on 24hr call out.
Working in inclement weather	**Throughout the lifetime of this package of works.**		Adequate Safety Footwear to be worn at all times. Lace up boots at all times unless wet weather working or carrying out a task with water. Remove trip obstructions. Remove signs from temporary fencing during forecast periods of high winds. Water suppression in periods of excessive heat/dry weather. Regular breaks when working in and around water. Site team to monitor the longer range forecasts daily and identify periods of concern. Where possible works to take into

			consideration periods of severe weather. Site to monitor water levels at periods going into and during high tide. If any concern, clear the dry working area or personnel/equipment and stop works until safe to do so. At start of the works, monitor high tide levels over a few days to identify the average height of water. During wet weather ensure drying facilities are operational and wet weather clothing is available to all. Weather station to be set up to monitor for high winds etc. Monitor long and short range weather/tide forecasts for periods of concern.
Working in a remote location.	**Throughout the lifetime of this package of works.**		Works are in a remote location. Signal has been checked at compound and is sufficient for raising emergency help and also making contact with head office/management. In the event of failure of phone signal, local residences to be asked for assistance. Radios to be used if required for communications between the working party.

3.3 Lifesaving rules and High Risk Areas

3.3.1 The following table highlights those Life Saving Rules applicable to this WPP

Always		Never	
	✓ or X		✓ or X
	✓		✓
	✓		✓
	X		✓
	✓		✓
	✓		✓

3.3.2 The following table highlights those HRA's applicable to this WPP

Breaking Ground	Change Management	Confined Spaces	Electrical & Stored Energy	Fire & Hot Work
Yes	Yes	No	No	Yes
Lifting Activities	**People & Plant**	**Railway Operations**	**Working at Height**	**Work Related Road Risk**
Yes	Yes	Yes	Yes	Yes

4 Environmental and Waste Management Arrangements

4.1 Environmental management arrangements

4.1.1 The following environmental issues are applicable to this WPP

Environmental Issues	Project Control Measures	Environmental Consents and Permits
Management of oils and chemicals	• All tanks shall be bunded in accordance with the oil storage regulations. • Storage facilities shall be positioned at least 10m away from a watercourse • Drip trays shall be used whilst refuelling. • Containers shall be fit for purpose, labelled and have proper fitting lids. • Containers and tanks shall be made secure against vandalism or theft • Refuelling and concrete washout shall take place in a dedicated area at least 10m away from a watercourse • Spill kits shall be kept on site in high risk areas and shall be appropriate to the risk and amount of oils and chemicals present	
Management of silt	• Consideration shall be given to the silt hierarchy where potential for silt/soil pollution on site, this will be controlled by creation of a dry working area and overpump assisted by the below: • Sediment Filtration Bags	Marine Licence and Permit to Work within Watercourse.
Dust, Noise, Odour	• Dust from cutting or grinding to be suppressed using water • Stockpiles of soil to be battered back • Noise hierarchy to be followed in accordance with BS5228 – Eliminate, Substitute, Isolate, Control • Hybrid or battery operated technology to be utilised • Silenced plant to be used • Screening to be used .	•
Works affecting flora or fauna	• Ecology survey to be undertaken and recommendations complied with • Work to stop if protected species or nesting birds found and advice sought.	•
Flood Risk Management	• Monitoring of compliance with any permit / licence / consent affecting watercourses and flood risk • Daily completion of the Permit to Work Within, Over, and Adjacent to a Watercourse (HS131) • Review and communication of weather forecast, flood information and tide times. Use of national flood warning services: https://flood-warning-information.service.gov.uk/warnings • Checking of any temporary works to ensure that they suitable and sufficient to cope with seasonal weather / river flows • Measures to be established to prevent debris entering the watercourse which may pose a flood risk.	•

	• Where possible, materials, plant and other items shall be stored at least 10m from the watercourse edge or, preferably, off the flood plain altogether.	
Nesting birds	• Nesting bird survey to be carried out prior to works commencing	
Potential for otters	• Carry out works during daytime hours to prevent disturbance to foraging/commuting otters. • If habitat is discovered then stop works and consult specialist ecologist. • Install pipe through dry working area to allow for passage of otters and other wildlife/aquatic life	

4.2 Waste management arrangements

4.2.1 The following waste management arrangements are applicable to this WPP. All waste shall be reused or recycled in accordance with the Site Waste management Plan.

Waste type	How will it be stored?	Testing required prior to disposal	Waste classification	Reuse (R) onsite / Disposal off site (D)
Mixed Waste	Skip	No	Non-Haz	D
Excavated material	Loose	Yes	Non-Haz	D

5 Emergency Arrangements

5.1 Site emergency arrangements

5.1.1 First aid arrangements

5.1.1.1 ***The first aid arrangements for this package of work are***

first aiders	**Name**	**Qualifications**
	Gordon Paterson	British Red Cross Trained
	Andy Stewart	St Andrews Ambulance Trained
	Alex McMillan	St Andrews Ambulance Trained
Likely injuries associated with this work package	Minor Injuries, Falls From Height, knocked down, drowning.	
First aid equipment provision	Equipment	Location
	First Aid Boxes, rescue equipment, accident book. Life ring and safety line set up downstream and upstream of the works. Operatives entering the watercourse or working within close proximity to the water course to have life jackets issued along with waders. Only enter water course during low tide times.	Supervisor's vehicle + Site vehicles + site offices + First Aid Points + life ring point.

A first Aid risk assessment can be found in Appendix 5 of the CPP.

5.1.2 Evacuation arrangements

5.1.2.1 Evacuation arrangements can be found in Appendix 6 of the CPP

5.1.3 Fire safety arrangements

5.1.3.1 A Fire Risk assessment can be found in Appendix 6 of the CPP.

5.1.4 Security arrangements

5.1.4.1 No plant or materials will be left unsecured on site at any time – only remaining items that will be left on site are site fencing and locked/secured plant. CCTV active out with working times. Return all plant and materials to the compound for storing overnight. All loose plant & materials to be removed from dry working area outwith operational hours.

5.1.5 Environmental Emergencies

5.1.5.1 Oil Spill: Adopt the following procedure where safe to do so: STOP the source of the spill. CONTAIN the spill using available spill equipment. NOTIFY your Site Manager. CLEAN UP the spill and dispose of waste materials as a hazardous waste. If the spill is beyond your control, contact the 24hr emergency response contractor on 0800 592827.

5.1.5.3 Silt Incident: Adopt the following procedure where safe to do so: STOP the source of the silt disturbance where possible. CONTAIN the silt using resources on site (e.g., straw bales, sedimats, and creation of diversion drains). NOTIFY your Site Manager. CLEAN UP any silty water held and remove used silt mitigation measures once water quality has returned to normal.

5.1.6 Summoning emergency services

This will be via mobile phone. The compound will be given as the site location and this can be found within the WPP. On arrival the emergency services will be met by the nominated person (Site Supervisor)

5.1.7 Railway emergency (trains and electrical)

5.1.6.1

	Contact Details
ECO	N/A
Signal box	Inverness West RETB 01463 245 103

Protection Signals Ref	See SSOW Pack

In the event of an emergency affecting the safety of the railway the following actions will be undertaken.

1. Do not place yourself or the safety of others in danger
2. The lead communicator on site will be one of the following people and in this order – PICOP > Route Setting Agent > Protection Controller > COSS or SWL or IWA.
3. In an emergency a train can be stopped by raising both arms in the air or at night by waving a light vigorously
4. In an emergency the signaller / ECO shall be contacted immediately via mobile phone or using the nearest signal post telephone.
   The lead communicator shall state (*using the phonetic alphabet to communicate any* difficult words) :
   - 'This is an emergency call'
   - Confirm who you are speaking to the right person *ie usually the signaller or Electrical Control Operator (ECO)*
   - Tell them
     - who you are (*Joe bloggs*),
     - what you do (ie *COSS*); and
     - your location (for example *Shapton East Junction or near to SH20 (sierra, hotel, two, zero) signal*
   - Describe the problem and what part of the railway is affected ie *Down Main xx or Level crossing at yy*
   - Tell them what action needs to be taken ie any emergency service required
   - Ask the person to 'repeat back' the information
   - The Signaller or ECO shall end the conversation.

Access to the track shall be via the following rail access point - tbc

5.1.8 Asbestos

5.1.7.1 N/A

5.1.9 Utilities

5.1.8.1 Buried service pack will be obtained by AMCOGiffen for the works and this will be available on site during construction works

Organisation	Contact details
Electricity	0800 300 999
Gas	0800 111 999
Telecoms	0800 800 154
Water	0800 778 778

6 Work Package Arrangements

6.1 Site Layout

6.1.1 A site layout plan can be found in Appendix 3.

6.2 Access and Egress

6.2.1 Access to the compound will be signed from Stromeferry and Achmore. The site route will be via the foot and road ways within the car park.

6.3 Welfare

6.3.1 AMCO shall comply with the requirements of the Network Rail Welfare Standard NR/L3/INI/CP0036 Appendices A & B. Details on site welfare provision can be found in Appendix 3 of the CPP.

6.4 Rail Traffic Management

6.4.1 The works will not require track access.

6.5 Road Traffic Management

6.5.1 The works will not require traffic management.

7 Hand Over and Hand Back Arrangements

7.1 Hand over and hand back arrangements

7.1.1 Certificate of Completion will be sought from Network Rail on completion of the works. Handback file will be produced by AMCOGiffen and submitted to Network Rail.

APPENDICES – Supporting information

Appendix 1 – Site Specific RA
Appendix 2 – Drawings
Appendix 3 – Site layout Plan
Appendix 4 – Buried Service Information
Appendix 5 - Lift Plan

Appendix 1 – Site Specific Risk Assessment

Appendix 2 – Drawings

Appendix 3 – Site Layout Plan

Appendix 4 – Buried Services Information

Appendix 5 – Lift Plan