

Prepared by:

D Drummond

.....27/03/19.....Date

(Print Name)

[Redacted]

(Signature)

Supervisor

(Job Title)

Approved by the Contractor's Responsible Engineer (CRE):

.....Date

(Print Name)

(Signature)

(Job Title)

(CRE Discipline (as stated in the CPP))

This Work Package Plan does not require acceptance by Network Rail / Client

.....Date

OR

Accepted on behalf of Network Rail / Client:

(Print Name)

(Signature)

(Job Title)



Always be sure the required plans and permits are in place, before you start a job or go on or near the line.

Work Package Plan

Job No.	MSC 1200.500
Location	Wemyss
ELR / Mileage	WYS/200/500 9M 1400YDS

Structure Maintenance

Start Date: 16/08/19

Finish Date: 16/09/19

NS1936569002

Controlled Copy Number

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Construction [Phase Plan / Reference] Number

Unique No: SCOAM18

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CONTENTS

1	Introduction	4
1.1	Brief outline of work methodology	4
1.2	AMCO's delivery organisation	6
1.3	Resources	7
2	Working Together	8
2.1	At site communication	8
2.2	Contact details	8
2.3	Other parties involved with the package of work (interfaces details)	8
3	Hazard Management	8
3.1	Work involving particular risks	8
3.2	Significant railway and construction risks	10
3.3	Lifesaving rules	11
4	Environmental and Waste Management Arrangements	12
4.1	Environmental management arrangements	12
4.2	Waste management arrangements	12
5	Emergency Arrangements	12
5.1	Site emergency arrangements	12
5.1.1	First aid arrangements	12
5.1.2	Evacuation arrangements	13
5.1.3	Fire safety arrangements	13
5.1.4	Security arrangements	13
5.1.5	Summoning emergency services	13
5.1.6	Railway emergency (trains and electrical)	13
5.1.7	Asbestos	13
5.1.8	Utilities	14
6	Work Package Arrangements	14
6.1	Site Layout	14
6.2	Access and Egress	14
6.3	Welfare	14
6.4	Rail Traffic Management	14
6.5	Road Traffic Management	15

APPENDICES – Supporting information

Appendix 1 – Site Layout

Appendix 2 – Risk Assessment

Site Preparation: - Supervisor will brief the work party on the day's task and check any competencies required.

Sign all the work party into the Site Register then include in the brief:-

The limits of the worksite.

Location of welfare.

The name of the first aider and location of first aid equipment.

Any other parties working in the vicinity.

Interface with any others.

Hold Point: Equipment inventory list will be completed prior to work commencing, list to be completed after works to ensure nothing is left behind.

Task 1 – Drilling for placement of tremmie conduits.

- Small drill rig will be utilised to drive and case holes into the voids above the scours.
- Holes will be drilled to different lengths, a higher terminated hole will be left for air to escape when placing concrete.
- Conduits will be secured in place by bespoke concrete collars or the like to ensure they remain in place during concrete placement.

Task 2 – Shuttering / Pouring Concrete

- A ladder will be used to access the toe of the wall, the ladder will be securely placed at the toe and a landing area established on the top of the wall where the ladder will be securely fixed. The ladder will be taken away at end of each shift to discourage any members of the public from using.
- When working near an open edge, pedestrian barriers will be used to create a physical barrier for operatives.
- A number of differing shaped ply shutters will be fixed to the washed out voids using threaded bar drilled into the masonry.
- Shutters must be securely fixed using strongbacks/acrows braced to solid rock or large boulders.
- The lowest part of the voids will be cleared of small stone and pebbles using hand tools, the purpose is to install a concrete foundation for building in brick, a dwarf wall to contain the first concrete pour to the main void.
- When the supervisor is satisfied there is sufficient temporary retention then the first pour will be carried out.

On Call Manager Wk 19	D MacLennan	07881 232 498
On Call Manager Wk 20	J Fitzsimmons	07881 232 500
Contractors Engineering Manager	A. Kane	07881 232 506
Contractors Responsible Engineer	A Affleck	07557 540 043
Temporary Works Coordinator	C. Allan	07770 581 726
H&S Advisor	N. Dunlop	07880 002 751
Sustainability & Assurance Advisor	M. Barker	
Procurement	*	01226 243 413

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
AD Rope	Work on Ropes		

1.3 Resources

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
	N/A	

People

Number of People and their competence associated with this WPP		Task
Competence	No of People	TBS Ref
Site Supervisor	1	TBS1
AD Rope Ops	2	TBS1
		TBS1
Operatives	2	TBS1

Plant, Equipment and Tools

Quantity of Plant, Equipment and Tools associated with this WPP		Task
Plant item	No	TBS Ref
Welfare Van	1	TBS1
Drill rig	1	TBS1
Ladder	1	TBS1
Stageing Scaffold	1	TBS1
Strongbacks	1	TBS1
Poker	1	TBS1

Materials

Quantity of Materials		Task
Material	Quantity	TBS Ref
Concrete	15 cu.m.	TBS1
Timber	5	TBS1
Steel Mesh	300kg	TBS1

2 Working Together

2.1 At site communication

2.1.1 Verbal and visual communication will be used on site

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
A Sinclair	NR SPM West	07795646648	✓

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	✓
Nearest Hospital	Larkfield Road Greenock PA16 0XN 01475 504351	✓
ORR	020 7282 2000	✓
EA/SEPA/NRW	0800 807060	✓
Flood line	0345 9881188	✓
Local Authority		✓
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

3 Hazard Management





3.1 Work involving particular risks

3.1.1 The work in this package does not involve any of the particular risk(s), as detailed in Regulation 12 (2), (Schedule 3) of the CDM Regulations 2015.

OR

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/where will the risk be present?	Permits Required	How will this risk be controlled?
COSHH Substances (HRA – HS39)	When using petrol/diesel plant, re-fuelling, and	Sypol MSDS	<ul style="list-style-type: none"> COSHH data on site for COSHH items

	using/mixing lime based mortar.		<ul style="list-style-type: none"> Task Specific PPE worn at all times when handling COSHH Items. Harmful substances to be used as per Manufacturers recommendations. COSHH items stored off site when not in use.
Working at Height 	At all Times	Permi to Work at Height	<ul style="list-style-type: none"> Level 3 operative will set up the safe system for the operatives. All operatives working on ropes will wear harnesses, fixed to the rail set up by level 3.
Concreting 	When pouring concrete	N/A	<ul style="list-style-type: none"> Only trained and competent operatives to be in control of the concrete pouring activity. During concrete works all operatives will wear full PPE including gloves and eye protection. Eye wash kit must be made available at the worksite at all times.
Slips Trips and falls	At All times on Site	N/A	<ul style="list-style-type: none"> Care to be taken when walking on site. Steel toe cap boots must be worn at all times. Clear all waste and debris from site on regular basis. Establish safe means of access prior to undertaking works.
Manual Handling (HRA – HS38)	At all times on Site	N/A	<ul style="list-style-type: none"> Check access route before works commence for uneven ground or obstructions. Assess the load before lifting. Seek help for awkward shaped items of for carrying over long distances. Mechanical Means where possible.
PPE	At all times on Site	N/A	<ul style="list-style-type: none"> Correct PPE to be worn at all times. Protective glasses to be worn at all times Task specific PPE should be as required PPE should be clean and fit for use
Working in Tidal; Waters 	At all Times	N/A	<ul style="list-style-type: none"> Operatives will take extra care walking and moving around on seaweed covered rocks. Lifebelt and ropes will be available at the work site, operatives briefed

			<ul style="list-style-type: none"> All personnel shall wear full orange hi-viz clothing, hard hat and ankle support safety footwear. Other PPE will be identified by way of task specific risk assessment and issue/worn accordingly.
Welfare Facilities	At all times on site	N/A	<ul style="list-style-type: none"> Facilities for washing, drinking water, hot water, first aid and heating food shall be provided (Welfare Van).









3.3 Lifesaving rules

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

Jy/[p.p		Never	
	✓ or X		✓ or X
	✓		✓
	✓		✓
	✓		X
	✓		X
	✓		X

3.4 High Risk Activities

3.4.1 The following table highlights the High Risk Activities applicable to this WPP

High Risk Activities associated with the works					
✓ or X					
Working at Height		✓	Change Management		X
Breaking Ground		X	Lifting Activities		X
Confined spaces		X	People & Plant		X
Fire and Hot works		X	Electrical & Stored Energy		X

First aid equipment provision	First Aid Kit	Welfare Van
Hospital	Larkfield Road Greenock PA16 0XN 01475 504351	01475 504351

First Aid kit to be checked prior to works starting

5.1.2 Evacuation arrangements

5.1.2.1 If required, Evacuation will be initiated by Site Supervisor Muster Point – Welfare van

5.1.3 Fire safety arrangements

5.1.3.1 Fire extinguishers to be stationed by Petrol/diesel plant.

5.1.4 Security arrangements

5.1.4.1 Ensure access gates are secured on access/egress.

5.1.5 Summoning emergency services

5.1.5.1 Emergency Services can be summoned by using the Site supervisors Mobile (Location to be agreed within Pre start Briefings on site)

5.1.6 Railway emergency (trains and electrical)

5.1.6.1

	Contact Details
ECO	
Signal box	
Protection Signals Ref.	

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.

5.1.7 Asbestos

5.1.7.1 N/A

5.1.8 Utilities

5.1.8.1 N/A

Organisation	Contact details
Electricity	
Gas	
Telecoms	
Water	

6 Work Package Arrangements

6.1 Site Layout

6.1.1 Site vehicles and welfare to be positioned at structure

6.2 Access and Egress

6.2.1 Access and Egress will be from rail access point, off the A78 at Wemyss Bay.

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.

Welfare Assessment Matrix

No. of Persons	No. of work periods (consecutive shifts, days or nights)								
	1	2	3	4	5	6	1 Week	2 Weeks	>2 Weeks
1	A	A	B	B	B	B	B	B	B
2	A	A	B	B	B	B	B	C	C
3	A	A	B	B	B	B	C	C	C
4	A	B	B	C	C	C	C	C	C
5	A	B	B	C	C	C	C	C	C
6	A	B	B	C	C	C	C	C	C
7	A	B	C	C	C	C	C	C	C
8	A	B	C	C	C	C	C	C	C
9	B	B	C	C	C	C	C	C	C
10	B	C	C	C	C	C	C	C	C
11+	C	C	C	C	C	C	C	C	C

KEY

Category A: Transient site. Arrange for sufficient and suitable local facilities to be used. These may be public or private facilities, e.g. NR stations/depots/buildings/signal boxes, garages and shops.

Category B: Transient site. Arrange for suitable and sufficient temporary welfare facilities, e.g. welfare vehicles.

Category C: Non-Transient site. Establish a site cabin with fixed welfare facilities, car parking, traffic management, site access control, etc.

Note 1 The overall travel time to any toilet provision shall be not more than 20 min from the point of work, but ideally within 10 min

Note 2 In certain circumstances local facilities, if suitable, permanently available and by agreement, may be preferable to temporary site welfare facilities.

6.4 Rail Traffic Management

6.4.1 N/A

6.5 Road Traffic Management

6.5.1 RTM

Network Rail Project No: **SCOAM18**

AMCO Contract No: **MSC 200.500**

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Revision Date: **27/03/19**



Appendix 1 – Site Layout

