

Prepared by: **D** Drummond27/03/19......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 / ClientDate 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.

Network Rail Project No: SCOAM18

AMCO Contract No: MSC 200.500

WPP Revision: 01

Revision Date: 27/03/19

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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Unique No: SCOAM18

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Parent Procedure:	HS52: Planning and Managing R	ail Construction Work





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APPENDICES – Supporting information

Appendix 1 – Site Layout

Appendix 2 – Risk Assessment

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1 Introduction

1.1 Brief outline of work methodology

Work Details – The repair covers various scour and bulging issues, the major ones at 9m1400yds and 9m1420yds. Work to be carried out at base of sea defence wall to include filling higher voids within the wall.

High Street Working:

The area is popular with dog walkers and care should be taken to physically discourage members of the public from the working area by using pedestrian barriers and ensuring the access gates are closed

Any fall from heights exposure must be guarded to prevent access to members of the public.

Working at Height

Working areas near the top of wall will be fenced off to prevent operatives working near an unprotected open edge.

Level 3 operative will be on site to arrange a fall from heights restraint system if operatives are required to work at the open edge when passing down materials.

Supervisor will complete a Permit to Work at height.

Authorising works commencement

Site operatives will sign in to attendance register.

The site supervisor will carry out a site specific briefing to the workforce prior commencing works including:

- Work scope
- Whiteboard brief
- o Location of emergency equipment
- o Known Hazards
- Welfare provisions & Locations
- Check Competencies

Site supervisor will confirm competencies, certification of plant and inspection of tools/plant prior to commencement. The AMCO site supervisor must be on site at all times when works are taking place.

The site supervisor is to undertake a hazard review on site prior to works commencing to ensure that the WPP is reflective of the conditions and hazards at site. This is to include walking routes to/from the site and at place of works. This hazard assessment is to be formally recorded on POWRA. The supervisor will communicate this to you and how any further control measures required will be implemented and maintained and this will be recorded on POWRA.

Works to be carried out High Street.

Works to be carried out in accordance with the Marine Licence. Marine Scotland to be notified once works complete using Marine Scotland Form.

Site vehicles will be parked in open area of the A78.

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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.

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 A consideration of tide times will be undertaken and a planned date and time for the first pour set.

Tide times will be studied to ensure the maximum curing time available is utilised.

- Steel mesh will be placed within the void at various locations.
- Concrete will be delivered to the prepared lower void by a concrete pump and delivery pipe.
- Concrete will be carefully vibrated to ensure the pour will fill all voids.
- A quantity of sand bags will be available at the toe, adjacent to the repair area and if any
 concrete is seen to be weeping from the pour, the task will be stopped and the sand bags
 placed to ensure no contamination to the sea.
- Low slump 30N concrete, containing environmentally friendly additive to prevent fines wash
 out will be tremmied into the void, vibrating hammers will be used but with care not to
 dislodge any shutters.
- A similar task will be undertaken for the next pour, shutters and block work will be built to retain the next 1m lift pour.
- Next pour will be a higher slump concrete containing fibres, this will assist in the filling of the smaller voids and spread over a larger area, the fibres will maintain strength in narrow sections. Operatives will supervise from the toe during this second pour and will use Sika rapid setting mortar to seal any weeping concrete from this pour.
- Next shifts the shutters will be stripped and any remaining voids repaired using block or brick and drilled in dowels if required. Cement used will be high strength quick setting.
- A further pour if required to completely fill the void will be done using medium to high slump 25N concrete, delivered from a conduit drilled into the void from the berm above the lower wall.

1.2 The following tasks support this Work Package Plan:

Reference & Prepared by:	Task Briefing Sheet Title	Activity Start Date
TBS1 200.500	Structure Maintenance	5/08/19

1.2 AMCO's delivery organisation

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

Role	Name	Contact Number
Regional Director	A. Boyle	07557 203 539
Contracts Manager	A. Kane	07881 232 506
Site Supervisor	E Allan	07881 232 499

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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	Work activity /	Point of contact details	
contractor or individual, etc.	Specialism	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 Plant item No		Task
		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

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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.

OF

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	COSHH data on site for COSHH items

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	using/mixing lime based mortar.		•	Task Specific PPE worn at all times when handing 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	•	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	•	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	•	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	•	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	•	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	•	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

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			•	on tide times and expected weather conditions daily. Sand bags on site to contain any breach of the concrete pour retention arrangements. Continual monitoring of the worksite and sea will be carried out and if any evidence of contamination observed the task will be stopped.
Operating Plant and tools (HRA – HS40)	When using small tools / chainsaw for de-veg	N/A	•	Operators must be trained and competent. Impact goggles/face shield to be worn at all times. Inspect plant and equipment before use and take damaged sections out of use and seek replacements. Ensure guards remain in place. Plant & equipment to be sited on plant nappies Use HAVS register to record time on equipment. Wearing of gloves and correct PPE for the task. Maintenance of tools. Sharp points. Rotation of workforce to reduce exposure times. Trained and competent operator for the chainsaw

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
Leptospirosis	At all times on site	N/A	 Wash hands before eating drinking and or smoking. Gloves to be worn at all times.
Sharps / Needles	At all times on site	N/A	 Contact NR sharps (01904525894) Keep clear until such times as area is cleaned of all sharps/needles
3 rd Parties	At all times on site	N/A	 Make area safe at breaks and end of shifts Collect waste and dispose of offsite Ensure gates are secured on access/egress
Working on NR Managed Infrastructure	At all times on site	N/A	 PTS trained Operatives / Valid track visitors pass to be used when within the railway boundary

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			•	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	•	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
	✓		√
×	✓		✓
4	✓	*	х
	✓	****	X
&	✓	(Alban)	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	Ė	1	Change Management	20	х
Breaking Ground	-4	x	Lifting Activities	***	×
Confined spaces		х	People & Plant		x
Fire and Hot works	&	х	Electrical & Stored Energy	4	×

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Work Related Road Risk





Railway Operations





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	 Storage facilities shall be positioned above the beach on the lower sea wall Drip trays shall be used whilst refuelling. Containers shall be fit for purpose, labelled and have proper fitting lids. Containers shall be made secure against vandalism or theft Refuelling and concrete washout shall take place in a dedicated area above the beach on the lower sea wall 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 	
Concreting in a Marine Environment	 Tide times and concrete additives will be carefully chosen to ensure the pour will be set before the next tide approaches the work. Additive will be in the concrete to assist in the containment of fines in the concrete. Sand bags available at work area to contain any contamination. 	
Dust, Noise, Odour	 All Plant stood down when not in use Use silenced plant where possible 	
Works affecting cultural heritage	Not applicable	
Works affecting flora or fauna	 Minimise de-veg operations Check vegetation for bird nests before carrying out de-veg. 	

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)
General site waste	Depot skip	Yes / No	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	
	E Allan	First Aid at Work
Likely injuries associated with this work package	Manual Handling COSHH	
	Equipment	Location

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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
 - o who you are (Joe Bloggs),
 - o 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

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

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

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6.5 Road Traffic Management

6.5.1 RTM

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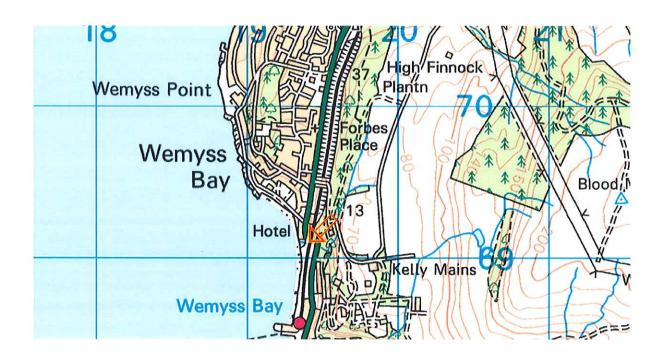


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