

Waterway Recovery Group
in conjunction with

***The Derby and Sandiacre Canal Trust
(DSCT)***

WRG 2019 SITE SPECIFIC PROJECT PLAN

**Site: Borrowash East Sub-
Section**

Version: v1

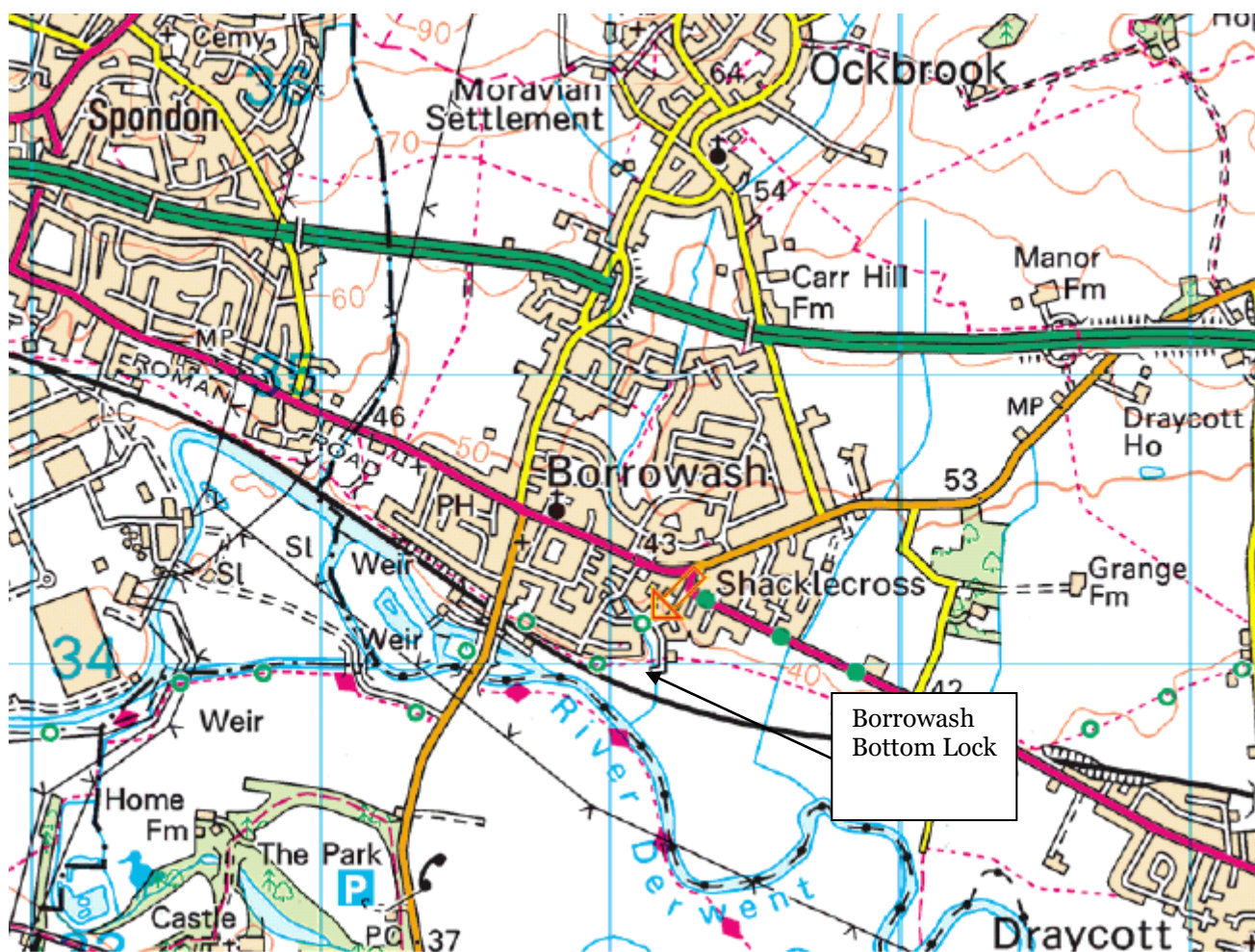
Date: 27th June 2019

**Name: Mikk Bradley
Position: IWA Technical Support Officer**

Site	Borrowwash East Sub-Section	PP Title	Lock Restoration	Ref	CC201910
Work Area	Borrowwash Bottom Lock				
Assessor	Mikk Bradley			Date Assessed	27 th June 2019
Review				Forecast Retirement Date	27 th July 2019

SITE DESCRIPTION

Site Location: Fosse Close, Borrowwash, post code DE72 3NN



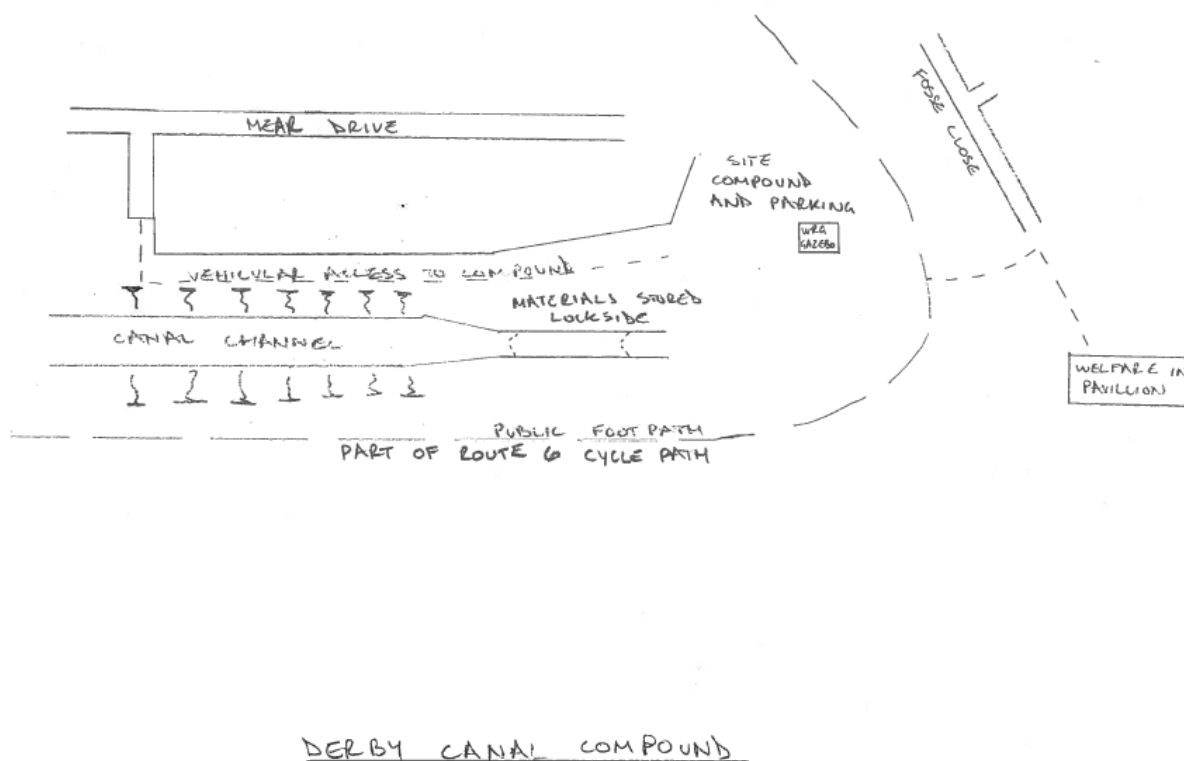
The site compound is located off Mear drive NGR SK421340



Site Details: The main site is the partially restored lock chamber. The other areas of work is the open channel either side of the lock chamber and the canal channel between the lock and Station Road. The lock chamber is fenced and access into the lock chamber is from the bottom of the lock down the bank. Materials recovered from the lock chamber are stored adjacent to the lock. The ground surrounding the lock is grass surfacing. A public footpath runs adjacent to the lock and the open channel. There is additional pedestrian access from the end of Fosse Close along a public footpath and across a bridge. The towpath forms part of Route 6 cycle path.

Site Setup: Access to the site is from Mear Drive along a grass track to the rear of the houses. The lock site has a low fence with gated access. The site compound will be established north of the lock site. The WRG gazebo will be established in this compound. Welfare facilities are located in the sports pavilion at the end of Fosse Close and has pedestrian access from the site.

Materials are stored on the lockside and within the lock chamber. Dry materials, such as Lime, cement will be brought to site as required and will not be stored on site. Water for mixing is available in the sports pavilion or can be brought to site in water containers.



What are the jobs that need to be done?

The main task is to complete the restoration of the lock chamber. Other tasks relate to the towpath wall.

- Task Plan – Work Task 1: Continuation of dig out and rebuild of the original stone walls to the canal both above and below the lock chamber.
- Task Plan – Work Task 2: Installation of coping stones to the lower wing walls.
- Task Plan – Work Task 3: Dig out of the side wall and rebuild stone side walls to towpath between the lock and Station Road and the north side between the path and Ockbrook, including weir.
- Task plan – Work Task 4: Repair coping stones with concrete where sections of stones are missing.
- Task Plan – Work Task 5: Landscape top of lock chamber, material from the bed of the canal.
- Task Plan – Work Task 6: Repair towpath damaged by tree roots and rotten timber sleeper copings.
- Task Plan – Work Task 7: Vegetation clearance of path between Station Road and Spondon.

KEY SITE WIDE HAZARDS

The site comprises a partially restored dewatered lock chamber. There will be working at height. The sides of the lock chamber are fenced scaffold tube post and rail. A scaffold will be erected at the downstream end of the lock chamber. The lock chamber is prone to filling with water after heavy rain, water can drain naturally following the slope of the canal channel. Volunteers will wear steel toe-capped wellington boots if they are required to enter the wet lock chamber. All volunteers will wear hard hats at all times.

The sides of the sub-section channel have steep slopes. Volunteers will be made aware of the risks of trips, slips and falls and of working near water in the site induction. Work will

be carried out from within the canal channel to avoid working at height.

The masonry to be used for rebuilding the towpath and lock walls and coping is large and heavy. The excavator will be used where possible to move stones. Lifting equipment and methods will be suitable but volunteers need to be aware of manual handling techniques. Gloves and steel toe-capped boots will be worn by volunteers.

There is a public footpath adjacent to the site. The site is fenced from the public. A banksman will be used to stop plant movements when members of the public are on the towpath. The towpath is part of Route 6 cycle path volunteers should be aware of possible speeding bicycles.

Dust and airborne particles will be created during mixing of mortar. PPE will be used by volunteers carrying out mixing. The mixing area will be separate from areas that members of the public have access to.

WRG LOGISTICS

Site Leader(s)	WRG Canal Camp Leader (including phone numbers): [REDACTED] WRG Assistant Leader: [REDACTED] Duty Director: [REDACTED]
Local Contact	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
CRT Contact (if nec)	
Site First Aiders	[REDACTED]
Number of Volunteers on site	18 (numbers may vary each day) *All visitors must check in with the Canal Camp Leader to ensure they are given a basic site induction before going on site.

HEALTH AND SAFETY

WRG is the "operational" subsidiary of The Inland Waterways Association, a registered charity.

- IWA provides the H & S policy
- WRG implements the H&S Policy through the WRG Board

All WRG tasks undertaken on the canal camp will be subject to CDM2015, and as such, all activities on site will be planned to identify hazards and minimise or where possible eliminate them during the design on activity planning stage. All activities will be subject to a Safe System of Work / Method Statement / Job Description, with supporting risk assessments.

Canal Camp Leaders will implement the requirements and measures stated in the Task Plan with supporting risk assessments. The Canal Camp Leader will also be responsible for ensuring that volunteers work safely and in accordance with WRG policy and implement the following:

- When a volunteer arrives on the camp they will be given a Health and Safety Induction / talk before being allowed to work on the site. The talk will reinforce general site procedures and provide specific details for the site and project they will be working on.
- The talk will introduce the documentation for the site and the projects being undertaken. Such documentation will include the Task Plan and accompanying Risk Assessment. Other documents such as the "IWA Incident Report Form" will also be introduced during this brief.
- It is made clear to volunteers that as part of the Health and Safety at Work Act 1974, they have a legal responsibility in the Health and Safety operations of the project.

- All volunteers will be required to sign a register stating that they have received the site induction talk, and that they are willing to follow the project leaders directions at all times. The signed register will form part of the documentation pack to be taken onto the work site, and the signed register will be returned to IWA Head Office on completion of the project and will be kept on record.
- All relevant documentation (including a copy of the Practical restoration Handbook) will be taken on site every day.
- At all times during canal camps the site leader will ensure that volunteers are given sufficient instruction and supervision to enable them to undertake any tasks requested of them in a safe manner. This will include frequent informal communication and utilisation of the Task Plan as a toolbox talk style briefing. Through regular communication the project leaders will check that volunteers understand the task in hand and help to ensure that Health and Safety is at the forefront of everyone's mind.

In the event of an incident or near miss on site, leaders will complete the IWA Incident Report Form to inform IWA Head Office and the WRG Board. The WRG Board will seek to learn any lessons that result from the incident or near miss and where necessary, mandate changes to the Operating Procedures.

CDM CONSIDERATIONS

CDM 2015 is the main set of regulations for managing health, safety and welfare on all small or large construction projects and applies to all construction work as well as maintenance. CDM regulations will apply to most, if not all Canal Camps.

Client: The Derby and Sandiacre Canal Trust

Designer: David Savidge

Contractor: Waterway Recovery Group

Are there any other contractors (or volunteer groups) on site? Yes/No (delete as appropriate)
Derby and Sandiacre Canal Trust volunteers, working in conjunction with WRG, DSCT volunteers will asked to attend the WRG Health and Safety briefing.

Is your project 'Notifiable'?

Please answer yes or no to the following question: Is your project expected to last MORE than 30 working days and have MORE than 20 workers working on site at any one time, OR involve MORE than 500 person days? **Yes/No** (delete as appropriate)

- If you answered NO your project is not notifiable.
 If you answered **YES** your project is notifiable and will require the submission of a F10 and further role appointments. **Please contact WRG HO for more details ASAP.**

ACCESS ARRANGEMENTS

The site compound is access via a grass track off Mear Drive and along the rear of the properties in Mear Drive. In wet weather the track may become muddy. Some trimming of vegetation may be required for vehicles accessing the site.

DSCT will have volunteers on site each day and will provide keys to site gates.

WELFARE ARRANGEMENTS

DSCT have made arrangements to use the sports pavilion as a welfare facility. The WRG gazebo will be established in the compound.

EMERGENCY INFORMATION

Nearest Hospital:
Royal Derby Hospital
Uttoxeter Road
Derby
DE22 3NE
01332 783111



Minor injuries unit:
Ilkeston Community Hospital,
Heanor Rd.,
Ilkeston
DE7 8LN.
0115 9305522
limited opening.



A copy of the locations & directions to hospital/minor injuries unit will be found in the WRG vans.

Mobile phone signal: Good

In the event of an emergency the camp leader will blow a whistle. On hearing the whistle all volunteers must stop work turn off and isolate any plant and equipment in use, store tools and make their way to the assembly area at the gazebo in the compound area.

ACCIDENTS AND INCIDENT REPORTING

All accidents, incidents or near misses should be reported via the accident book or on a near-miss postcard located in the first aid box. These should be sent into head office at the end of the camp.

Serious accidents/incidents or any damage to WRG vehicles/plant to be reported to the Duty Director and Head Office **immediately**.

Duty Director: [REDACTED]			
Head Office Phone No: [REDACTED]			
BURIED OR OVERHEAD SERVICES			
There are no known services at the site. A sewer is laid in the towpath on the south side of the canal and crosses the channel below the lock.			
GROUND CONDITIONS			
The area at the lockside is uneven with some sloping sides. The canal channel is dry, but the invert may contain soft mud and silt.			
PERMISSIONS			
No permissions are required for the work. The lock is located in a residential area. Noise and dust during the camp should be kept to a minimum.			
ENVIRONMENTAL FACTORS			
Refuelling plant and equipment: Funnels will be available for refuelling, together with a spill kit. Mortar mixing: Mortar mixing area will be set up away from any watercourses. Waste water will be disposed of in a designated area. Hand tools will be washed in a designated area. Standing water: There is likely to be water in the lock chamber and canal channel. Volunteers will be made aware of Weil's disease and the precautions to be taken.			
PPE (TO BE WORN AT ALL TIME ON SITE) <i>(Other task specific PPE will be detailed in the individual MS)</i>			COMPETENCY
Safety helmet	Y	At all times	Volunteers to be instructed in working methods and equipment as appropriate. All volunteers will be given a standard induction before starting work and Toolbox Talks given as the camp progresses as seen fit by the Camp Leader. List of competencies; Brush cutter Brick saw <i>List DA authorisations TBA</i> Instructor available on site for training/supervision
Hi-viz vest	Y	At all times	
Safety footwear	Y	At all times	
Gloves	Y	Recommended at all times and mandatory when handling lime mortar	SUPERVISION
Long sleeve clothing	Y	When mixing mortar	Camp Leader: [REDACTED] Task Supervisors: Identified as required by Leader for the task based on level of expertise.
Safety goggles	Y	At all times	
Face mask	Y	When mixing mortar	SCHEDULING
Ear Defenders	Y	When mixing mortar (using mixer) and other hand tools	Volunteers to be split into smaller working parties to allow work to be carried out at different location on the site.
SPECIFIC SITE WIDE RULES			
All WRG volunteers on site must have had the WRG induction procedure and assembled their PPE kits.			
Site leader to provide daily briefing to ensure all workers know the plan. WRG volunteers must not enter any			

areas of the work site without permission. Care must be taken that WRG activities do not interfere with or affect the routine functioning of the work site and activities of Trust volunteers.

CHANGES TO THE PLAN DURING THE PROJECT (continue on a separate sheet as necessary)

Approved by		Signed		Date	
Retired by		Signed		Date	
Date	Nature of Review	Changes Required		Reviewer	
	Internal Review				
	Trust Review				
	Approved by Insurers/ HO				