

**Waterway Recovery Group**  
in conjunction with

*Lichfield and Hatherton Canals Restoration Trust*

**WRG 2019 SITE SPECIFIC  
PROJECT PLAN**

**Site: Fosseway Heath, Nature  
Reserve & Wetlands**

**Version: v2**

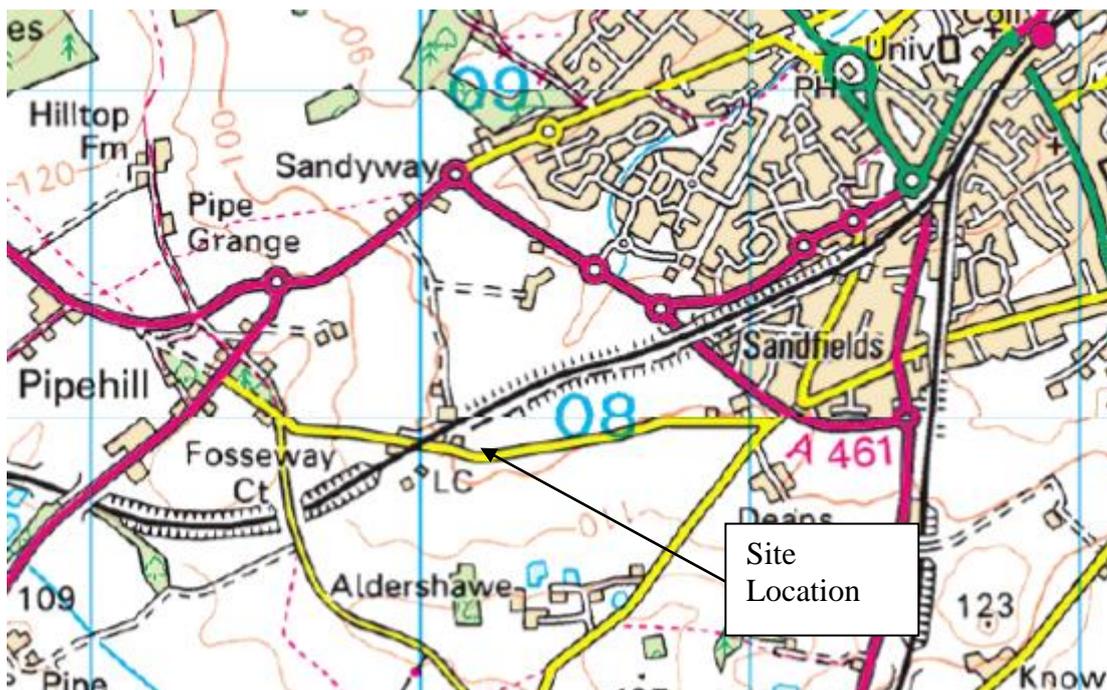
**Date: 25<sup>th</sup> June 2019**

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

<b>Site</b>	Lichfield canal	<b>MS Title</b>	Canal channel and retaining wall construction	<b>Ref</b>	CC201904/07
<b>Work Area</b>	Fosseway Heath Nature Reserve and Wetlands				
<b>Assessor</b>	Mikk Bradley		<b>Date Assessed</b>	13 <sup>th</sup> and 25 <sup>th</sup> June 2019	
<b>Review</b>	Work detail to wall revised		<b>Forecast Retirement Date</b>	20 <sup>th</sup> July 2019	

### SITE DESCRIPTION

**Site Location:** Fosseway Heath Nature Reserve, off Fosseway Lane, Lichfield, WS13 8JY. National grid reference SK101078.



### Site Details:

The site is located off Fosseway Lane and is the eastern end of the nature reserve. The original canal channel was filled in between Fosseway lane and lock chamber. At the western end of the nature reserve the canal channel is being restored by volunteers from Lichfield and Hatherton Canals Restoration Trust.

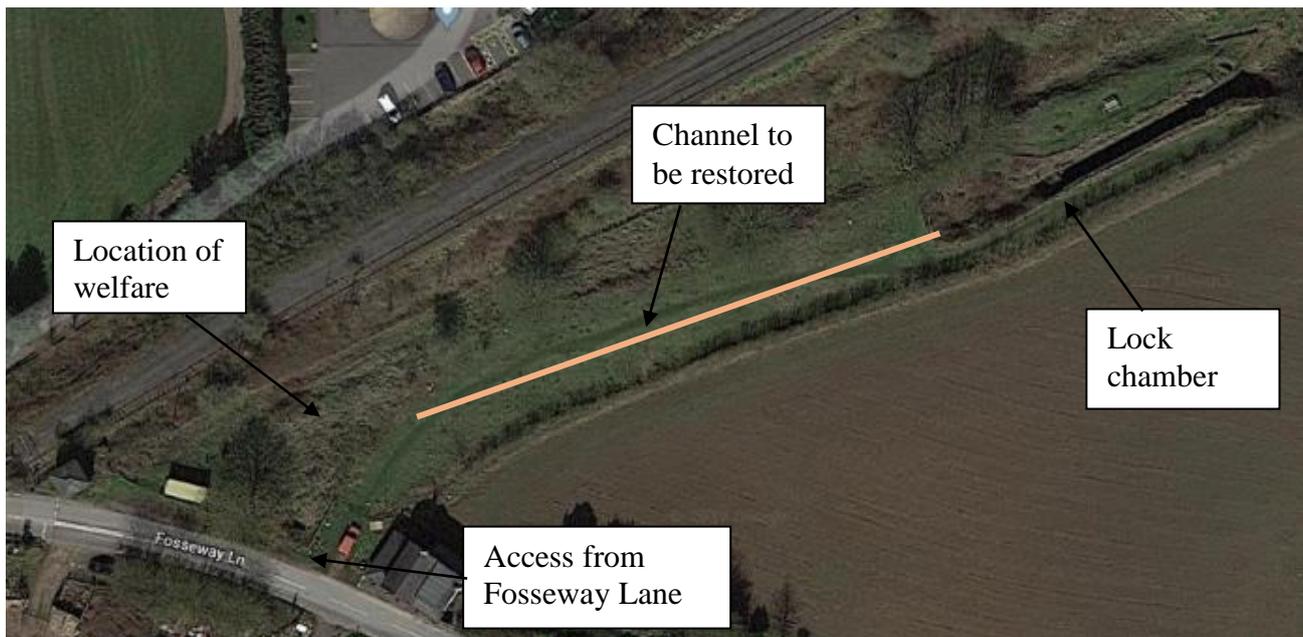
Trial pits have been excavated to locate the towpath retaining wall.

There is a public footpath through the site which is popular with dog walkers.



View of the site with a trial hole in the foreground.

**Site Setup:**



The site for the camp is remote from the main work area of LHCRT and will have it's own portaloos. There is space to erect the WRG gazebo away from the work area. The vans and trailer will be parked inside the site near the road.

The lock chamber is fenced off.

Excavated material is to be tipped between the railway to the north and the lock chamber and canal channel.

Sand and aggregate will be supplied in bulk bags. Cement will be stored in the container on site.

**What are the jobs that need to be done?**

The purpose of the canal camp is to carry out the excavation of the canal channel and rebuilding of the towpath retaining wall.

- Task Plan – Work Task 1: Scrape the topsoil and reduce the ground level to the top of the original wall and establish a segregated footpath.
- Task Plan – Work Task 2: Excavate to expose the original brick retaining wall and the remainder of the canal channel.
- Task Plan – Work Task 3: Inspect the towpath retaining wall, carry out repairs and pointing

as required from the inspection.

### KEY SITE WIDE HAZARDS

The site is open to the public and a segregated footpath will be established.  
 During the camp plant will be used to excavate the canal channel and transport excavated material to a stockpile area within the site.  
 The towpath retaining wall will be uncovered and inspected. The wall may have some instability and will need to be monitored during the work camp.  
 The site is adjacent to a railway line, but this is fenced off.  
 All work will be carried out from within the canal channel. The ground surface will be changing during the camp as the excavation of the channel proceeds. The ground will be uneven for the duration of the camp.  
 The excavated material will be stockpiled and any useable bricks within the spoil will be reclaimed. This task will involve manual handling.

### WRG LOGISTICS

<b>Site Leader(s) CC201904</b>	[REDACTED]
<b>Site Leader(s) CC201907</b>	[REDACTED]
<b>Local Contact</b>	<i>Host Society Contacts (including phone numbers)</i> [REDACTED]
<b>CRT Contact (if nec)</b>	Not applicable
<b>Site First Aiders</b>	TBA
<b>Number of Volunteers on site</b>	<i>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.</i>

### 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 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:** LHCRT

**Designer:** LHCRT

**Principal Contractor:** LHCRT

**Contractor:** Waterway Recovery Group

**Are there any other contractors (or volunteer groups) on site?** No (LHCRT volunteers will be working at the eastern of Fosseway Nature Reserve)

#### **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. F10 held by LHCRT

### **ACCESS ARRANGEMENTS**

The site is accessed from Fosseway lane via a metal field gate. The turnoff from the road is short and part of the van and trailer will remain on the road. When accessing the site the van should be stopped on the verge adjacent to the entrance and the gate opened so that the van can drive onto site.

The site is adjacent to residential properties. LHCRT will notify the owner of the canal camps.

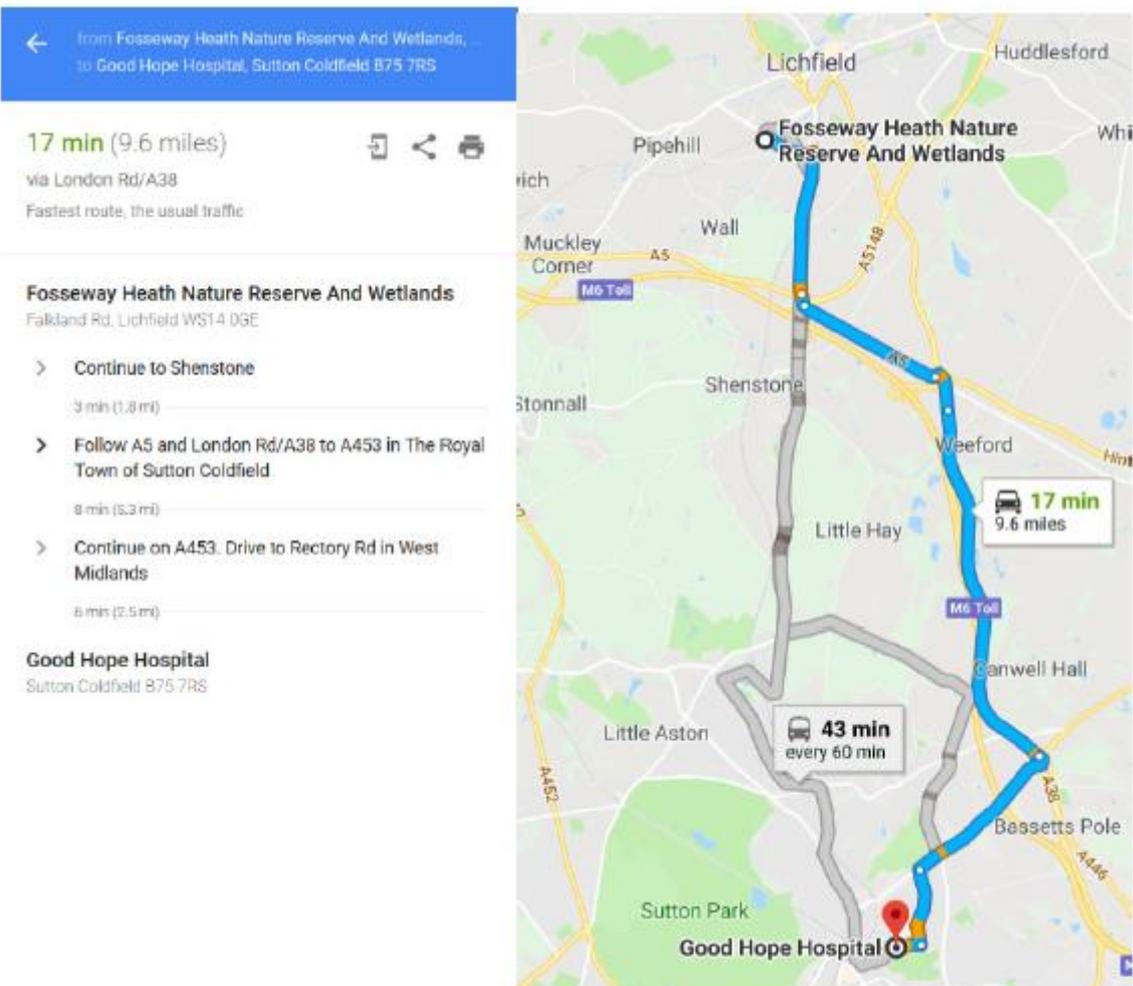
### **WELFARE ARRANGEMENTS**

A portable toilet will be used during the camp and is situated to the left of the access road. Remaining welfare facilities (burco, first aid kit) will be located in the WRG gazebo.

### **EMERGENCY INFORMATION**

**In the event of an emergency;** the camp leader will blow a whistle. On hearing the whistle all volunteers should stop what they are doing and stop and immobilise any plant or equipment they are using. They should make their way to the assembly point located at the entrance gate to the site.

**Nearest Hospital:** Good Hope Hospital, Rectory Road, Sutton Coldfield, West Midlands, B75 7RR



← from Fosseway Heath Nature Reserve And Wetlands, to Good Hope Hospital, Sutton Coldfield B75 7RS

**17 min** (9.6 miles)  
via London Rd/A38  
Fastest route, the usual traffic

**Fosseway Heath Nature Reserve And Wetlands**  
Fakland Rd, Lichfield WS14 0GE

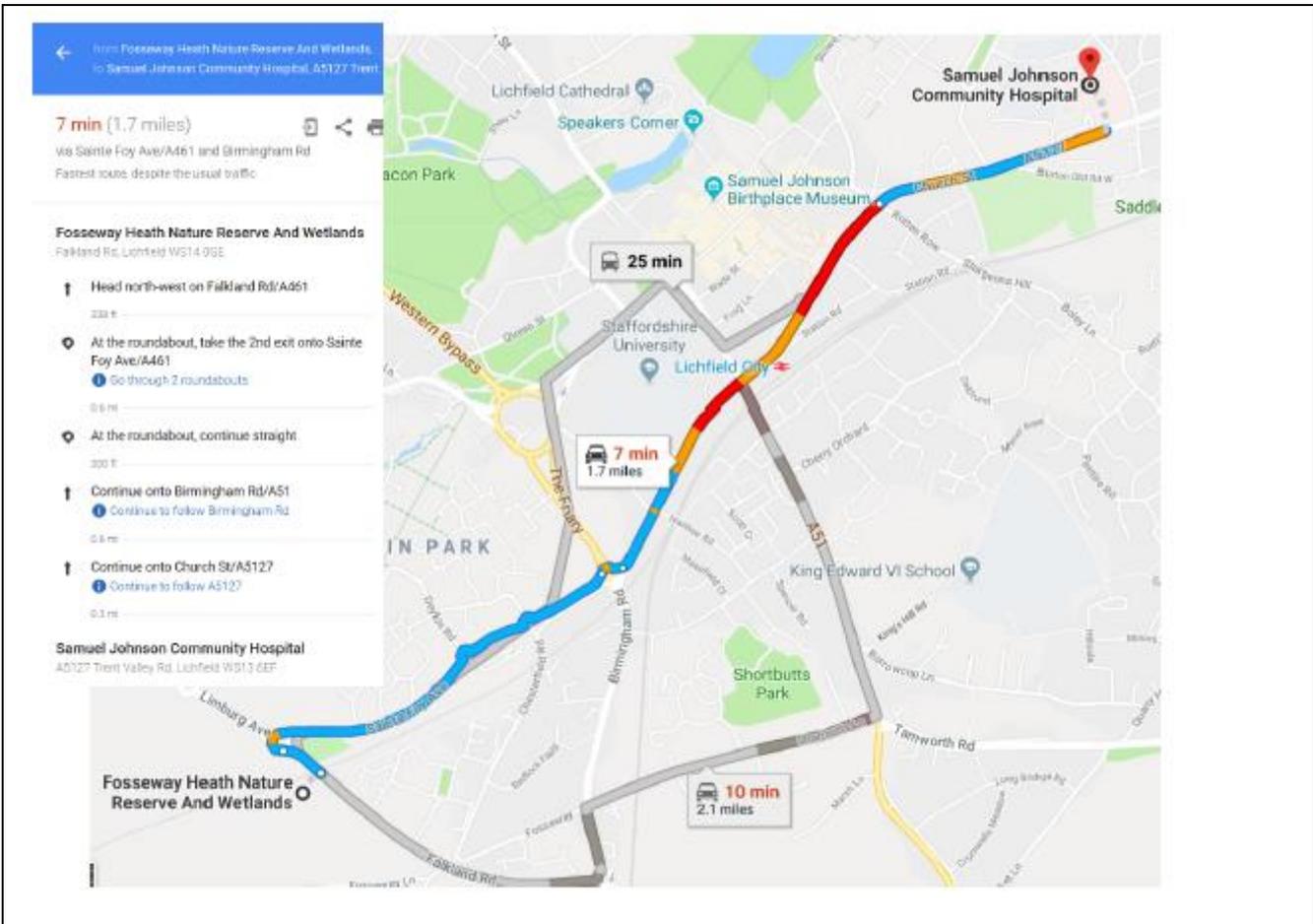
- > Continue to Shenstone  
3 min (1.8 mi)
- > Follow A5 and London Rd/A38 to A453 in The Royal Town of Sutton Coldfield  
8 min (5.3 mi)
- > Continue on A453. Drive to Rectory Rd in West Midlands  
8 min (2.5 mi)

**Good Hope Hospital**  
Sutton Coldfield B75 7RS

**43 min**  
every 60 min

**17 min**  
9.6 miles

**Minor injuries unit:** Samuel Johnson Community Hospital, Trent Valley Road, Lichfield WS13 6EF  
Opening Hours: 8am - 9pm



**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**.



**BURIED OR OVERHEAD SERVICES**

No overhead cables are in the vicinity of the site and no known buried services in the area. Safe dig practices will be followed, including a CAT scan prior to excavation for the towpath.

**GROUND CONDITIONS**

Ground conditions will change as the excavation proceeds. At the time of the visit the material to be excavated from the channel was a mixture of hard core and rubble. Extra care will be needed when accessing partly excavated areas of the site.

**PERMISSIONS**

This is an established site which has already got all relevant permissions in place. The work is being carried out adjacent to residential properties and activities should take this into account.

**ENVIRONMENTAL FACTORS**

Refuelling of plant to take place away from line of canal, near plant storage area using a funnel and with suitable spill kits to hand. There are no water points on site so water for drinking and mixing will be brought to site in water containers. Mixing waste will be disposed of in suitable area of site which can be controlled.

<b>PPE (TO BE WORN AT ALL TIME ON SITE) (Other task specific PPE will be detailed in the individual MS)</b>			<b>COMPETENCY</b>
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.  <i>Are there any specific competencies required? List DA authorisations here; TBA. All plant operators will have DA authorisation. The camp will be used to train volunteers.</i>
Hi-viz vest	Y	At all times	
Safety footwear	Y	At all times	
Gloves	Y	Recommended at all times and mandatory when handling cement mortar	<b>SUPERVISION</b>
Long sleeve clothing	Y	When mixing mortar	<b>Camp Leader:</b> [REDACTED]
Safety goggles	Y	At all times	<b>Task Supervisors:</b> Identified as required by Leader for the task based on level of expertise.
Face mask	Y	When mixing mortar	<b>SCHEDULING</b>
Ear Defenders	Y	When mixing mortar (using mixer)	The ground needs to be reduced to the top of the towpath wall and a footpath established. The towpath wall can be exposed in sections ready for repair.
<b>SPECIFIC SITE WIDE RULES</b>			
All WRG volunteers on site must have had the WRG induction procedure and assembled their PPE kits.			
In addition to the standard WRG site rules volunteers will be reminded that:			
<ol style="list-style-type: none"> <li>1. All plant movements must be supervised by a banksman.</li> <li>2. If a member of the public approaches, the banksman will alert the driver who will stop work immediately. In the case of an excavator driver, they will put the bucket on the ground and then stop.</li> <li>3. All tools and materials to be kept tidily on one side of the towpath to allow a clear route for pedestrians.</li> </ol>			
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.			
<b>CHANGES TO THE PLAN DURING THE PROJECT (continue on a separate sheet as necessary)</b>			
<b>Approved by</b>		<b>Signed</b>	<b>Date</b>
<b>Retired by</b>		<b>Signed</b>	<b>Date</b>
<b>Date</b>	<b>Nature of Review</b>	<b>Changes Required</b>	<b>Reviewer</b>
	Internal Review		
	Trust Review		
	Approved by Insurers/ HO		