

METHOD STATEMENT

CLIENT:	Sompting Estate
SITE ADDRESS:	Land off Test road, Sompting, Lancing, BN15 0EP
START DATE:	Weeks commencing 27 th November 2017 and 4 th December
SCOPE OF WORK:	To fell and pollard a row of poplars on site under the supervision of a licensed bat ecologist, chip branches into piles and stack cordwood for use for firewood. Larger trunk sections to be cut into sections to be moved at a later date with a machine once felling works completed
BACKGROUND:	The trees proposed for felling have been subject to automated bat survey to ascertain if they are used as flight lines and will also be subject to an aerial tree inspection immediately prior to felling if considered safe to climb.
RAMS Prepared By:	Viola Zanetta

Arbeco Project Manager	Kevin Williamson Tel: 07818568437
Arbeco Safety Officer	Sarah Price Tel: 01273 911180
Site contact:	Christopher Agnew (Arbeco Ltd) Tel: 07878022366 Keith Colin (Sustainable Sussex) Tel: 07598 411428 Liane Webb (Sustainable Sussex) Tel: 07474 678479 Mike Tristram (Managing Trustee, Sompting Estate) Tel: 01243 551635 Tel: 07771897613
Site Personnel:	Christopher Agnew 07878022366 – TREE CLIMBER, SUPERVISOR Theresa Stewart 07754547792 - LICENSED BAT ECOLOGIST Sergio Diaz 07943226556 - GROUNDSMAN

Telephone : 01273 911180

info@arbeco.co.uk www.arbeco.co.uk

Arbeco, Unit 1, Mill Farm, Barcombe Mills Road, Lewes, East Sussex BN8 5BP.



Greg Oakley 07517 720466 – **GROUNDSMAN, AERIAL RESCUE**
Sam Mariott 07763446667 – **GROUNDSMAN, TREE CLIMBER**

- Inductions:** All operatives will review the RAMS and any necessary revision will be made via consultation with the Arbeco Ltd Office as required.
All work equipment and PPE will be checked before use.
All works will be carried out with regard to the safety of any third parties. Works will be halted whilst any third party enters the work zone. Work Area will be enforced by an Arbeco Ltd. operative who will have sole possession of the work area. No access to other personnel will be permitted unless authorised to do so by the managing operative operating on behalf of Arbeco Ltd.
Ground staff working for Arbeco Ltd. will enforce restrictions to the safe area whilst tree surgery works are undertaken
- Risk Assessment:** **See Appendix 1 (Chainsaw use), Appendix 2 (Woodchipper) and Appendix 3 (Tree climbing)**
- Welfare Facilities:** Monks Recreation Ground,
Crabtree Lane,
BN15 9PJ
(open 9:00am to 3:00pm summer and winter)
Site staff will carry basic hand sanitising gels.
- Communication Procedure:** Staff will liaise with Viola Zanetta and Christopher Agnew to confirm the date and time of attendance on site.
Staff working on site will carry charged mobile phones.
- First Aid Facilities:** First Aid supplies are carried in the site vehicles.
The following staff are qualified first aiders:
1. Kevin Williamson
2. Christopher Agnew
3. Theresa Stewart
4. Sergio Diaz
- Nearest Minor Injury Unit:** St Flora's Road,
Littlehampton,
West Sussex,
BN17 6BF

Tel: 01903717154
- Nearest A&E:** Worthing Hospital
Lyndhurst Road,
Worthing,
West Sussex,
BN11 2DH

Tel: 01903 205111

In case of emergency dial 999

Telephone : 01273 911180

info@arbeco.co.uk www.arbeco.co.uk

Arbeco, Unit 1, Mill Farm, Barcombe Mills Road, Lewes, East Sussex BN8 5BP.



Accident Reporting:	Any site accidents must be reported to Sarah Price
Major Incident:	Sarah Price – contact as above and logged in Accident Book held in Arbeco office
Minor Incident:	Any minor incidents to be reported to Arbeco office as soon as possible.

Preliminaries:

To fell and pollard a row of poplars on site under the supervision of a licensed bat ecologist.

All tree works to be carried out outside the minimum safety distance of the power line on site, although care should be taken when felling trees and where possible trees to be climbed and reduced in height to a suitable height before felling.

Two staff members to be on site at all times to ensure safe working.

Staff will usually be on site during normal working hours.

Access and parking: Access via gate at the end of Test Road, park on site.

Soft felling of trees under the supervision of a bat licensed ecologist

1. Potential roost feature inspections of all trees proposed for felling, if considered safe to climb, will be supervised by an Arbeco Ltd licensed bat surveyors (Natural England) and undertaken by certified tree climbers (NTPC CS38 Aerial tree climbing and rescue) prior to soft felling where necessary, and safe to do so.
2. Lifting Equipment Regulations (LOLER 1998) certified climbing equipment will be used throughout each aerial tree inspection including specialised climbing ropes, harnesses, helmets karabiners, gloves, eye protection and suitable footwear. Features will be searched for evidence of roosting bats using torches, mirrors and endoscopes.
3. If no bat evidence is found, the trees will be felled under the supervision of a bat licensed ecologist in a bat sympathetic way to minimise any potential risks. The trees will be soft felled when the temperature is a minimum of 8°C to avoid the risk of encountering torpid bats. Any ivy will need to be removed carefully by hand to allow any bats which may be roosting within the ivy to escape before the tree is felled.
4. Soft felling will involve removing lower branches working upwards and then working down the tree removing the remaining stem it in sections.
5. Where feasible branches and cord wood can be lowered down using a suitable anchor and rigging system designed and tested to take the desired load. Each section should be laid on the ground with holes and cracks facing upward for as long as possible (at least 24 hours under suitable weather conditions is preferable); this gives any bats a chance to vacate the tree. Cutting through cavities must be avoided.
6. PPE is to be worn by tree surgery operatives in the form of gloves, eye protection/ Visor, chainsaw trousers and chainsaw footwear



7. All lowering/ rigging kit used are also subjected to the LOLER 1998 regulations and should be checked before use. Rigging kit includes. Slings and stops SWL up 3 tonnes, Steel karabiners SWL 3 tonne, Pully Block SWL 3 tonne, lowering rope SWL 3 tonne and bollard fiction device SWL 5 tonne.
8. The climber will establish an anchor point so he may achieve a suitable work position within the tree from which to operate.
9. The climber will access the branches for removal and create a suitable lowering system and communicate this to the ground crew before cutting. The climber in the tree is observed and advised by the crew on the ground, who is qualified to perform Aerial Rescue in case of sudden eventualities.
10. Ground based works will also include chipping branches into piles. All cordwood and trunks are to be neatly stacked on site for use for firewood. Larger trunk sections to be cut into sections to be moved at a later date with a machine once felling works.
11. The site must be left in a safe and tidy condition at the end of each working day, ensuring that all materials are taken away or stored safely and securely on site.
12. When clearing site and closing down, staff to carry out full equipment check and are to load and secure all equipment.

Working practices for tree surgery works of trees unsafe to climb

1. If the tree is deemed unsafe to climb, then the tree will require felling from ground level and will not be subject to an aerial inspection.
2. The tree is to be assessed by a competent person and all options are to be considered before felling.
3. Adequate size guide bar is needed for each tree, trees are to be felled according to NTPC CS31 and CS21 and AFAG/ FISA standards.
4. Ropes, wedges and felling aids are to be used where necessary.
5. All operatives operating machinery will wear the appropriate PPE for the task at hand: whilst using a chainsaw this means hard-hats with ear and eye protection (visor), chainsaw boots and chainsaw trousers.
6. Ground based works will also include chipping branches into piles. All cordwood and trunks are to be neatly stacked on site for use for firewood. Larger trunk sections to be cut into sections to be moved at a later date with a machine once felling works.
7. The site must be left in a safe and tidy condition at the end of each working day, ensuring that all materials are taken away or stored safely and securely on site.
8. When clearing site and closing down, staff to carry out full equipment check and are to load and secure all equipment.

COSHH Items

Red Diesel and Unleaded Petrol. See COSHH Assessment Form (Appendix 4).
Works will be undertaken as per the HSE.gov.uk/treework



I confirm that I have read and understood this Method Statement:

Name	Date	Signature
1.....		
2.....		
3.....		
4.....		
5.....		
6.....		
7.....		
8.....		
9.....		
10.....		



APPENDIX 1 : CHAINSAW USE

Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Vibration Hand-arm vibration can lead to vibration white finger	Information on vibration levels should be used when selecting new equipment eg anti-vibration handles and heated handles. The anti-vibration mounts should be inspected frequently and replaced as specified by the manufacturer (FASTCo recommendation). Have proper maintenance schedules for chainsaw and protective equipment. Operators to report any signs or symptoms that may indicate adverse health effects from vibration. Ensure frequent breaks eg ten minutes after every tank of fuel and take a 30-minute break after every third break	2	4	8
Noise Excessive noise over long periods can cause damage to the inner ear, resulting in temporary or permanent deafness or tinnitus	Chainsaws to be maintained according to manufacturer's instructions and a record of this maintenance kept. Information on noise levels should be used when selecting new equipment. Operators to wear correct PPE ie helmet complete with earmuffs, and this should be maintained correctly and renewed (with any other PPE) when damaged or after impact. Other workers authorised to be within 10 meters of chainsaw operator will wear ear defenders. Ensure silencer is in good order. Operators to report to Head Office any signs or symptoms that may indicate adverse health effects from noise.	2	4	8
Injury to operator and / or others if untrained	Must have appropriate training and certification	2	4	8



Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
<p>Contact with rotating chain</p> <p>Can result in serious cuts, amputation and possibly life-threatening injuries, due to blood loss</p>	<p>Apart from limited guarding around the drive sprocket it is not practicable to guard the most obvious hazard, the moving chain. Most effective measure is adequate training and supervision of operators, provision of full chainsaw personal protective equipment (PPE), and provision of the correct information regarding the risks. Do not wear loose clothing. Tie long hair up. Selection of a chainsaw with all the necessary safety features, in particular: the clearly marked on/off switch, the front hand guard / chain brake, reduced kick-back chain, chain breaker and rear hand guard, will do much to minimise likelihood and effect of any contact with the moving chain. Always carry a personal first aid kit, to include large wound dressings. Operators must understand how to control major bleeding and to deal with crush injuries.</p>	3	5	15
<p>Moving timber or flying or falling objects</p> <p>Operator or other workers being struck on the head and/or body by flying debris</p>	<p>Training, information, instruction and a safe system of work will minimise the risk of being struck by moving timber or flying debris.</p> <p>Operators only allowed to work on jobs for which they have had suitable and sufficient training, and for which they are competent. Use of appropriate PPE e.g. safety helmet and visor. Maintain a safe working distance from other people – 2.5 tree lengths if felling, 5m if crosscutting. No felling within 2 tree lengths of overhead cables. Work must stop if anyone unauthorised enters this area. Signage as appropriate.</p>	3	4	12



	Likelihood		Severity		Priority
1	Highly Unlikely	1	Trivial	1	Urgent action – (Risk no 15 – 25)
2	Unlikely	2	Minor Injury	2	High Priority – (Risk no 10 – 12)
3	Possible	3	Over 3 day Injury	3	Medium Priority – (Risk no 5 – 9)
4	Probable	4	Major Injury	4	Low Priority – Risk no (2 – 4)
5	Certain	5	Incapacity or Death	5	Very Low Priority– No Action required (Risk no 1)

I confirm that I have read and understood this Risk Assessment:

Name

Date

Signature

1.....
...

2.....
...

3.....
...

4.....
...

5.....
...

6.....
...

7.....



APPENDIX 2 : WOODCHIPPER

Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Contact with moving machinery Crush injuries, amputation, severe cuts, crushing and laceration to operative	Emergency shut off procedures must be made clear to all on site. No part of the body must be placed in feed chute. Woodchipper must be stopped and disconnected from power before trying to free any blockage.	3	4	12
Flying debris Operator or other workers being struck on the head and/or body by flying debris	Hard hats and impact resistant goggles (BS EN 166) must be worn by all operators of woodchippers Maximum recommended size of material for the chipper must not be exceeded. Prevent access to discharge area by taping off the area and erecting hazard and no entry signs	3	4	12
Collision Causing injury to site workers, operative, or vehicle	High visibility clothing worn by all pedestrians One way vehicle routes Reversing operations minimised, consider use of banksman Operator to be able to see a 1m high object, 1m away from the machine all the way around	2	4	8
Noise Excessive noise over long periods can cause damage to the inner ear, resulting in temporary or permanent deafness or tinnitus	Operators to wear correct PPE ie helmet complete with earmuffs, and this should be maintained correctly and renewed (with any other PPE) when damaged or after impact.	2	4	8



	Likelihood		Severity		Priority
1	Highly Unlikely	1	Trivial	1	Urgent action – (Risk no 15 – 25)
2	Unlikely	2	Minor Injury	2	High Priority – (Risk no 10 – 12)
3	Possible	3	Over 3 day Injury	3	Medium Priority – (Risk no 5 – 9)
4	Probable	4	Major Injury	4	Low Priority – Risk no (2 – 4)
5	Certain	5	Incapacity or Death	5	Very Low Priority– No Action required (Risk no 1)

I confirm that I have read and understood this Risk Assessment:

Name

Date

Signature

1.....

...

2.....

...

3.....

...

4.....

...

5.....

...

6.....

...

7.....



APPENDIX 3 : TREE CLIMBING

Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Falls from working at height leading to death, major injury	<p>All staff must wear a work-positioning sit harness for tree climbing must have a pelvic attachment point and leg straps.</p> <p>Climbing equipment must be checked every time before use</p> <p>When using work-positioning techniques, do not climb more than 250mm above your anchor point. Keep climbing rope taut, any slack must not exceed 500mm, to prevent injury from a free fall and the associated arrest forces.</p> <p>Ropes should have a high margin of safety, and must have a minimum diameter of 10mm.</p> <p>Climbers must be experienced, trained and competent to carry out aerial inspections.</p> <p>Young/inexperienced climbers are trained and closely supervised.</p>	2	3	6
Contact with overhead power lines	<p>The local electricity supply board should be consulted if any work is to take place within 15 metres of overhead lines on steel towers or 9 metres of overhead lines on wood, concrete or steel poles.</p> <p>This is necessary in view of the danger of machines or equipment approaching a high voltage cable. Work in the vicinity of overhead cables is carried out in accordance with the Health and Safety Guidance Note GS6.</p>	1	5	5



Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Inclement weather	<p>All staff have been informed of the greater risk of injury when working in inclement weather, all frost and snow will be cleared from access equipment if work in these conditions cannot be avoided</p> <p>The site foreman is responsible for suspending work if weather conditions make the task unsafe</p> <p>Ensure safety of electrical equipment in wet weather as unsuitable equipment can easily become live and make its surroundings live.</p> <p>Take account of weather conditions, wear appropriate clothing and take warm drinks in cold weather, cover up or apply sun block to prevent sunburn</p>	2	3	6
Injury from slips trips and falls.	<p>All staff will keep the working area tidy and remove trip hazards as and when they occur.</p> <p>All staff will wear suitable footwear at all times</p>	1	3	3
Open water Drowning	<p>All staff will avoid working near deep water alone.</p> <p>Rope/safety line available to help with rescue</p>	1	5	5
Open water Weil's disease/toxic algae &/or cryptosporidiosis disease	<p>All staff will avoid contact with open water, wear PPE (waterproof gloves) and wash hands thoroughly after work before eating/drinking/smoking.</p>	1	3	3



Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Injury from incorrect manual handling	<p>Staff trained in correct lifting methods.</p> <p>Lifting equipment provided where loads are heavy including sack / wheel barrows or chain hoists or rope hoists where appropriate.</p> <p>Dual lifting to be used on awkward lifts.</p>	1	3	3
Injury from falling trees	<p>Plan escape routes in advance – they must be clear of obstructions. If control is lost over the fell, use escape route. All staff must have adequate training and information on use of escape routes.</p> <p>Emergency contingency plans (first aid, emergency numbers, Accident and Emergency numbers, site location, etc. must be determined in advance). See method statement for further details.</p>	1	4	4
Injury to staff, other contractors, and visitors during works.	<p>It is vitally important that potentially hazardous areas are signposted, barricaded and, where appropriate, covered to avoid possible injury to workers and members of the public.</p> <p>Anyone who may be affected by the works to be informed of site work, especially tenants and other contractors.</p> <p>Site to be secured to prevent unauthorised access. Foreman is to ensure no one access site without permit, or permission</p> <p>Staff will cordon off work area and ensure tenants do not enter area of danger</p> <p>Hand tools and power tools will not be left unattended.</p> <p>The site will be made safe at the end of each shift.</p> <p>Staff will follow the method statement devised for this task.</p>	2	3	6



	Likelihood		Severity		Priority
1	Highly Unlikely	1	Trivial	1	Urgent action – (Risk no 15 – 25)
2	Unlikely	2	Minor Injury	2	High Priority – (Risk no 10 – 12)
3	Possible	3	Over 3 day Injury	3	Medium Priority – (Risk no 5 – 9)
4	Probable	4	Major Injury	4	Low Priority – Risk no (2 – 4)
5	Certain	5	Incapacity or Death	5	Very Low Priority– No Action required (Risk no 1)

I confirm that I have read and understood this Risk Assessment:

Name

Date

Signature

1.....

...

2.....

...

3.....

...

4.....

...

5.....

...

6.....

...

7.....

...

8.....



APPENDIX 4 : COSHH Assessment Form



Health and Safety
Commission

COSHH Assessment Form

This assessment only addresses the risk of harm to health from the substances listed. Additional risk assessments may be required to control the risk from other hazards associated with this work/the procedures used.		
Assessor SARAH PRICE		Employer/Supervisor ARBECO LTD
Assessment Date 21.01.16		Dates reviewed 12.12.17
HAZARDS IDENTIFIED *If the substance has a R45 or R49 risk phrase or a H350 or H350i hazard statement, it must also be registered on your personal carcinogen return (at Occupational Health) <i>where exposure is not adequately controlled.</i>		
Substance RED DIESEL PETROL	Hazardous Properties Substances are highly flammable. Contact can cause irritation to the eyes, respiratory system and skin	Quantity 10 litres diesel per day 5 litres petrol per day
Additional information Workplace Exposure limits: 8 hour TWA Source Benzene 1ppm EH/40 2005 (amendment 2007) n-Hexane 20ppm EH/40 2005 (" ") R12 Extremely flammable R38 Irritating to skin R45 May cause cancer R46 May cause heritable genetic damage R65 Harmful, may cause lung damage if swallowed R67 Vapours may cause drowsiness and dizziness		



Emergency Procedures

Ingestion: Wash mouth out with water. Get medical advice immediately.

DO NOT INDUCE VOMITING BECAUSE OF THE DANGER OF ASPIRATION.

Skin: Wash skin as soon as possible with soap and water. Change contaminated clothing and launder before reuse. Get medical advice.

Any injection of fuel under the skin should be considered an EMERGENCY – get Medical Advice URGENTLY.

Eyes: Wash out thoroughly with large amounts of water, for at least 15 minutes. If redness and/or irritation continues get medical advice.

Inhalation: In case of exposure to intense concentrations of vapours, fumes or spray move to fresh air. and allow to rest, seek medical attention immediately.

What will the chemical be used for?

Red diesel to be used exclusively as fuel for the chipper

Petrol to be used for the chainsaws

METHODS OF PREVENTION OR CONTROL OF EXPOSURE

	<p>1. Access control Restricted to competent personnel</p>
<p>2. Special procedures This product is stable under normal operating conditions. Conditions to avoid: Sources of ignition, elevated temperatures, water. Materials to avoid: Strong oxidising agents such as chlorates, nitrates and peroxides. No hazardous decomposition products will be evolved at ambient temperatures. However, incomplete Combustion and thermolysis produces potentially toxic gases such as, carbon monoxide, carbon dioxide, Various hydrocarbons, aldehydes and soot.</p>	<p>3. Approved PPE If frequent or continuous contact is likely protective clothing should be worn. Hand and skin protection - Hand and skin protection recommended at all times. Where exposure is likely protective clothing must be worn, including nitrile/PVC or neoprene gloves approved to BS EN 374 with a breakthrough time of >360 minutes. Eye protection - Eye protection approved to BS EN 166 is recommended at all times</p>
<p>Disposal Procedures Place contaminated materials/packaging in suitable containers and dispose of according to the appropriate Regulations for Hazardous/Special waste. Always use a licensed disposal company. Take care as “empty” May contain flammable or explosive vapours.</p>	
<p>TRAINING REQUIREMENTS <i>Relevant HSE documentation to be read by all Personnel</i> http://www.hse.gov.uk/pubns/guidance/sr16.pdf</p>	



HANDLING AND STORAGE REQUIREMENTS

The design and operation of bulk storage and fuel systems must comply with national legislation and recognised codes of practice. In smaller quantities containers such as drums should be stored in cool, well ventilated surroundings, away from all sources of ignition. Electrical equipment and fittings must comply with local fire prevention regulations for this class of flammable product.

Store at room Temperature away from moisture, heat or any ignition sources.

DO NOT SMOKE

AVOID INHALATION OF VAPOURS

AVOID CONTACT WITH THE SKIN OR MUCOUS MEMBRANES

DO NOT USE MOBILE PHONES DURING HANDLING

Keep the product away from food and beverages.

Prevent the formation of vapours, mist and aerosols.

Never weld, drill, grind or saw any empty containers

Avoid repeated contact with the skin as this may cause skin conditions, which may also be aggravated by contact with soiled clothing.

Avoid contact with oxidisers. Remove any contaminated clothing immediately and launder before re-use.

Always use the correct grounding procedure. Store and handle in closed or properly vented containers.

Ensure compliance with statutory requirements for storage and handling. Regularly check for and prevent potential leaks from containers. Installations should be designed to avoid pollution of soil and water.

Use only containers, joints pipes etc. made of material which is suitable for use with aromatic hydrocarbons.

Authorisation by Employer/Supervisor

I confirm that I have considered and understand the chemical to be used and the associated hazards. I am satisfied that all of the hazards have been identified and that the control measures to be followed will reduce the risks to as low a level as reasonably practicable.

Print name:

Signed:

Date:



Declaration by Employer/Supervisor

I confirm that I have read this COSHH Assessment and that I understand the hazards and risks involved and will follow all of the safety procedures stated.

Declaration by employee

I confirm that the employee who has signed below is competent to undertake the work. My counter-signature indicates that I am happy for the work to proceed.

Name (please print)	Signed	PI countersignature	date

