

Document ID: JK24-0035-SSMS-14-10-2024-JEH

Created by: (Jonathan Harris)

1. Job Details

Client Name: Middleton Sheet Metal Co Ltd

Client Contact: Michael Pedley

Site Address: 1 Hanson Close, Middleton, M24 2HD

Description of works: Excavation, and Removal from site.

2. Personnel

JKSL Project Manager:

Jonathan Harris jonathan.harris@sltd.co.uk 07880 731 511

Managing Director (out-of-hours contact):

Alex Dayes, alex.dayes@sltd.co.uk 07795 386 418

Contracts Manager:

Phil Whelan, Contracts Manager, phil.whelan@sltd.co.uk 07876 558 164

Health and Safety Advice:

Chris Oliver, Operations Manager, chris.oliver@sltd.co.uk 0161 723 2000

Primary Site Contact:

Alan Brown	Key Skills / Qualifications		Expiry Date
	SSSTS		31/12/2028
	CPCS forward-tipping dumper		31/08/2028
	CPCS 360 excavator		31/08/2028
	Emergency First Aid - EFAW + F		27/01/2026
	PA1, PA6a, PA6inj, PA6w		Qualified
	Water Safety		25/03/2025
	CAT & Genny; Vehicle Banksman		12/02/2027
	Woodchipper use		N/A
	UKATA Asbestos Awareness		20/12/2024
	Safety Critical Medical		16/01/2026
Contact tel.	07824 770 686	Email	alan.brown@sltd.co.uk

Site Specific Method Statement – Hanson Close, Middleton

Paul Cox	Key Skills / Qualifications	Expiry Date
	SSSTS	31/01/2026
	CPCS forward-tipping dumper	30/04/2026
	CPCS 360 excavator (Red Card)	27/04/2025
	Emergency First Aid - EFAW + F	27/01/2026
	PA1, PA6a, PA6W (all hand-held applicators)	Qualified
	Water Safety	25/03/2025
	CAT & Genny; Vehicle Banksman	12/01/2025
	Woodchipper use	N/A
	Asbestos Awareness (external)	08/01/2025
	Safety Critical Medical	16/01/2025
Contact tel.	07778 236 205	Email pcox@sltd.co.uk

Phil Whelan	Key Skills / Qualifications	Expiry Date
	SMSTS	31/01/2027
	CPCS forward-tipping dumper (Wheeled & Tracked), 360 excavator	31/07/2028
	PA1, PA6a, PA6W (all hand-held applicators)	Qualified
	CAT & Genny	12/02/2027
	Woodchipper use	N/A
	Abrasive Wheels	04/12/2026
	UKAS Asbestos Awareness for Managers and Supervisors	29/11/2024
	Safety Critical Medical	16/01/2025
Contact tel.	07876 558 164	Email phil.whelan@sltd.co.uk

Ric Heyliger	Key Skills / Qualifications	Expiry Date
	SSSTS	31/01/2026
	CPCS forward-tipping dumper, 360 excavator	30/09/2024
	Emergency First Aid at Work + Forestry	12/01/2027
	PA1, PA6a, PA6W (all hand-held applicators)	Qualified
	Water Safety	25/03/2025
	CAT & Genny; Vehicle Banksman	12/02/2027
	Woodchipper use	Qualified
	Chainsaw use (CS30, CS31, CS32)	Qualified
	Abrasive Wheels	21/04/26
	UKATA Asbestos Awareness	21/12/2024
	Safety Critical Medical	16/01/2026
Contact tel.	07920 425 178	Email ric.heylicher@sltd.co.uk

Nathan Jones	Key Skills / Qualifications	Expiry Date
	CSCS	01/09/2026
	CPCS forward-tipping dumper (Wheeled)	10/03/2024
	CAT & Genny; Vehicle Banksman	18/10/2024
	PA1, PA6a (pesticides application)	Qualified
	PA2 (boom sprayer)	Qualified
	NPORS	30/09/2026
	UKATA Asbestos Awareness	21/12/2024
	Emergency First Aid - EFAW + F	27/01/2026
	Safety Critical Medical	16/01/2026
Contact tel.	07775795134	Email Nathan.jones@sltd.co.uk

3. Additional Documentation

The following documents form part of this Method Statement and are available on request:

Project Drawing	JK24-0035-02 Rev A.pdf
Safe Systems of Work for tasks on site	Specific MS, SSoW for Excavation, SSoW_Root-Barrier-Install, SSoW for Decontamination
Risk Assessments	Site-specific RA, RA Excavation
COSHH Assessments	Diesel

Known hazards on site include: construction plant + site traffic; members of the public entering site; underground services; overhead services; manual handling; slips trips and falls; falls from height; powered tools, hand tools; asbestos; other hazardous substances (see COSHH)

4. Inspections, checklists, permits and sign-offs

The following documents will be completed by JKSL's senior member of site staff:

Document	Frequency	Complete
Pre-start Site Walkover	Pre-start	
Permit to dig [CLIENT's]	Pre-start	
Excavator check sheet	Daily	
Dumper check sheet	Daily	

The following briefings are expected to be carried out:

Briefing Title	Who does the briefing?	Who needs the briefing?	Complete
Site induction	Client	All JKSL Staff	
JKSL Works briefing		All JKSL Staff	

Clean Site Policy		Client's contractor	
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5. Equipment required

Personal Protective Equipment	EN Code	For what task(s)
(for construction sites or areas with plant)		
Hard hat	EN 397	At all times
Boots	ISO 20345	At all times
Hi vis vest, jacket or tabard	ISO 20471	At all times
Gloves (to "CUT 5" or "CUT E")	EN 388	General site tasks
Glasses	EN 166	General site tasks
Full orange PPE	ISO 20471	General site tasks
Ear defenders	EN 352	In noisy areas
Chemical resistant gloves	EN ISO 374	Refuelling
Goggles	EN 166	Refuelling
Apron	EN 14605	Refuelling

JKSL to supply:

**COSHH needed			Diesel
CAT & Genny			
Footwash	Footwash sign	Spade + shovel	Brush
Signs:			
Root barrier TBC m ²		Wedge Welder	Heat Gun

JKSL's equipment will be kept locked in company vehicles when not in use.

From suppliers

Equipment	Operator	Supplier	Contact tel.	Delivery date	Off-hired?
21t excavator	tbc	JKSL			

Any re-fuelling operations will be carried out in an appropriate location selected by JKSL site staff. "plant nappies" or suitable drip trays will be used for all refuelling and herbicide mixing activities.

6. Site Traffic, Access etc.

JKSL will follow the client's traffic management plan.

Access

Assumes from Hanson Close

7. Site Facilities

Client to supply welfare, fencing and security for the duration of the project.

8. Emergency Action

JKSL have contingency plans in place for relevant emergency situations. These are available on request.

Nearest A&E to site:

Royal Oldham Hospital Rochdale Road, Oldham, Lancashire, OL1 2JH

9. Scope of works

- *Implementation of a clean site policy (includes biosecurity control measures)*
- *Excavation of Japanese knotweed and horsetail impacted materials, approximate extents as shown on drawing JK24-0035-02 Rev A*
- *Stockpiling excavated impacted materials within a designated area*
- *Loading of tipper wagons*
- *Haulage and disposal of Japanese knotweed and/or horsetail impacted materials at an appropriate licenced facility*
- *Preparing ground for the vertical root barrier*
- *Decontamination of machines, equipment*
- *Provision/installation of the root barriers, approximate location/extents as shown on drawing JK24-0035-02 Rev A*
- *Grading off excavation area to make safe (client to backfill)*

Timescale – 7-8 days

10. Sequence of works

Below is the proposed sequence of works. Deliveries or other on-site factors may affect the sequence of works, and this will be managed by JKSL's senior member of staff on site.

Item / Task	Complete
Implement a clean site policy	
Excavate Japanese knotweed and horsetail	
JKSL to stockpile impacted materials	
JKSL to load tipper wagons.	
JKSL to prepare ground for barrier, and install barrier.	
JKSL to decontaminate machinery +equipment.	
JKSL to grade off excavation area to make safe only	

JKSL sign-off

I confirm that the above works have been completed on site to my satisfaction.

Print name	Date	Signature
for and on behalf of: Japanese Knotweed Solutions Ltd		

Client sign-off

I confirm that the above works have been completed on site to my satisfaction.

Print name, company & role	Date	Signature
for and on behalf of:		

1. Declaration

I have read I have read and understood this document (JK24-0035-SSMS-) and the documents outlined in section 3. above. I have received a briefing on this project from JKSL's project manager. I am satisfied that this constitutes a safe system of works for the job at hand

Print Name	Date	Signature
(Senior JKSL Staff Member)		

Declaration

The Pack of Works and all safe working procedures have been communicated to me in the form of a "toolbox talk" from the Senior JKSL Staff Member.

Print Name	Date	Signature