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RISK ASSESSMENT AND METHOD STATEMENT

Crane lifting, Rear yard, 31 Heaton Lane, Stockport: new steel frame

Hollins & Reed Structures Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Structures Ltd
Site and work area	Rear yard, 31 Heaton Lane, Stockport: new steel frame
Planned dates	12 to 14 October 2026
Customer	Heaton Lane Developments Ltd
In charge on site	Dan Hollins
Team	Dan Hollins is the slinger signaller; Priya Shah is the banksman at the pavement gate. Contract lift: the crane firm's appointed person, Sam Ellis, wrote the plan and supervises; he can stop the lift and is not the driver.
Work	Crane lifting
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Mobile crane lift. Areas: Rear yard lift zone; Pavement gate on Heaton Lane

Working arrangement

- Access: the floor or ground.
- Lift plan: LP-014, Heaton Lane steel.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Rear yard, 31 Heaton Lane, Stockport. Dan Hollins calls 999 and meets the ambulance. Test the radios before lifting. Lose contact during a lift: stop.

Planned method

1 **Set up the work area**
Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 **Work to the lift plan**
Every lift is planned before it starts by someone who knows this kind of lift. A routine lift the same crew does every day can run on one standing plan; anything different gets planned again. The plan gives the weight of the crane and everything on the hook, the radius, the slings, the load route, the landing point and the wind limit. No plan on site, no set-up. Read it with the crew on the day.

3 **Contract lift: the crane firm runs this lift**
This is a contract lift. The firm supplying the crane provides the appointed person, the plan and a supervisor who can stop the lift. The supervisor is not the driver. Get a copy of the plan before the day.

4 **Everyone knows their job on the lift**
Name the driver, the slinger signaller and the person supervising before the first lift. Only trained people drive the crane, sling loads or give signals. One person gives the signals at a time, and everyone knows who it is.

5 **Pick where the crane stands before it arrives**
Work out the standing position, the radius and the slew path before the crane comes on site. Check the route in and the headroom for the crane and the delivery lorries. Keep other trades, parking and stores out of the crane area and mark it out.

6 **Know the weight before you hook on**
Get the real weight from the ticket, the drawing or the supplier; do not guess it. Work the weight against the crane chart at the radius you are actually lifting at, not the shortest one. Look at where the load balances, and add the weight of the slings, beam or frame.

7 **Lifting next to a road or footpath**
Never swing a load over a live road or footpath. Close it or divert it for the lift if you have to. Put barriers and signs up early and have someone on the footpath keeping people back. Agree any road closure or permit with the council or the site before the lift day.

8 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

9 **Check the weather before you start**
Stop handling big loads when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning.

10 **Keep people out from under the load**

Fence or tape off the area the load travels over and the area the crane slews over, before the first lift. Nobody stands under a suspended load or inside the swing of the crane. Carry the load over clear ground wherever you can, not over people or occupied buildings.

11 **Set the crane up on ground that holds it**

Set up on firm level ground, outriggers fully out, on mats big enough for the load going through the pad. Level the crane on the outriggers and check the level again after the first slew. Leave room for the counterweight to swing without hitting a wall, a fence or a parked vehicle.

12 **Check the crane and the tackle**

Look at the crane report: lifting accessories get a thorough examination every 6 months, the crane every 12 months. Do the daily checks the machine needs and look over every sling, attachment, shackle and hook before it goes on. Everything on the hook is marked with what it can lift.

13 **Check the slings before every lift**

Look over each sling: cuts or tears in the webbing, kinked or broken wires, stretched or nicked links. Check the tag is readable and the sling can take the weight at the angle you are using it. Pad sharp corners so the sling is not cut on the load.

14 **Sling it so it cannot slip or swing**

Hook onto the lifting points on the load, or sling it so it hangs level and cannot slide out. Protect slings from sharp edges and keep the angle between the legs inside what the sling allows. Lift it just clear of the ground, stop, and check it hangs level and nothing has moved before it goes up. Put a tag line on anything long or flat so it is steered from the ground, not by hand on the load.

15 **Land it before you unhook it**

Have the landing spot ready and packed with bearers before the load leaves the ground. Bring it down slow, land it fully, make sure it is stable on its own, then release it. Stack and tie what you land so it cannot topple once the crane has gone.

16 **Stop the lift if anything changes**

Stop for wind above the limit in the plan, for poor visibility, and for anyone walking into the zone. Stop if the load is not behaving, the crane makes a noise it should not, or a warning comes up. Land the load, or set it down where it is safe, before anyone goes to sort the problem out.

17 **Clear and hand back the area**

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
The crane is overloaded or set up wrong because nobody worked the lift out before it started Step 2	The lift crew and everyone the crane can reach	Keep the plan on the job where the crew can see it. If the load, the ground or the spot is not what the plan says, stop and get it planned again.
Nobody is in charge of the lift because each side thinks the other is Step 3	The lift crew and everyone the crane can reach	Name their appointed person and supervisor in the team on this document. Tell them about the ground, services and people on this site.
Two people signal at once, or somebody untrained slings a load and it comes off the hook Step 4	The lift crew and anyone near the lift	Anyone on the lift can call stop and the driver stops. Swap the signaller only by telling the driver first.
The crane arrives and has to lift from wherever it can fit, at a longer radius than planned Step 5	The lift crew and everyone on site that day	Agree the crane area with the site before the lift day. If the crane cannot get to the planned spot, replan the lift; do not stretch the radius.
The crane tips or the jib fails because the load is heavier, or further out, than anyone thought Step 6	The lift crew and everyone the crane can reach	If nobody can tell you the weight, do not lift it. Never work the crane past what the chart allows, even for one lift.
A load or a dropped tool lands on a car, a pedestrian or a cyclist passing the site Step 7	The public, drivers and the lift crew	Keep the barriers up for as long as anything is in the air. Stop the lift while somebody walks through, rather than rushing it over them.

Hazard	Who might be harmed and how	Controls in place
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 8	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Wind catches the big loads and blows them onto people nearby Step 9	The team and people nearby	Check the forecast before you start and agree when the wind stops the work. Tie down or take in loose materials before you leave.
A dropped load, or the crane slewing round, strikes somebody standing where they should not be Step 10	The lift crew, other trades and the public	Have someone watching the zone while a load is in the air. Stop the lift if anyone walks into it, and start again only when it is clear.
An outrigger sinks or the ground gives way and the crane goes over with the load in the air Step 11	The lift crew and everyone within reach of the crane	Do not lift on part-extended outriggers unless the chart for that spread says you can. Stop if a pad starts to sink or the crane comes off level.
A worn sling, damaged hook or an out-of-date crane fails with the load in the air Step 12	The lift crew and everyone below the load	Bin any sling with cuts, kinks, frayed rope or a stretched link; do not knot it to shorten it. A crane out of date for examination does not lift until it is done.
A worn or overloaded sling parts and drops the load Step 13	The slinger and everyone below the load	Take a damaged sling out of use straight away so nobody else picks it up. The wider the angle between the legs, the less the sling can lift.
The load slips out of the slings, swings into somebody, or turns over in the air Step 14	The slinger and everyone near or below the load	Nobody rides the load and nobody puts a hand under it. Set it back down and re-sling it if it does not hang right on the trial lift.
A landed load topples or rolls onto somebody once the crane takes the weight off it Step 15	The slinger and anyone working near the landing spot	Never unhook a load that is leaning or propped against something. Keep hands and feet out from under while it is being set down.

Hazard	Who might be harmed and how	Controls in place
Carrying on with a lift that no longer matches the plan Step 16	The lift crew and everyone the crane can reach	Anybody can call stop, including the driver. Do not start again until the person in charge of the lift says so.
Debris, tools or unfinished work left in the area Step 17	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.