

RISK ASSESSMENT AND METHOD STATEMENT

Dewatering, Plot 6, Wharf Lane, Stockport: drainage trench

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

Job details

Company	Hollins & Reed Groundworks Ltd
Site and work area	Plot 6, Wharf Lane, Stockport: drainage trench
Planned dates	12 to 14 October 2026
Customer	Wharf Lane Developments Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Dewatering
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Pump water from an excavation. Areas: Drain trench along the east boundary

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the front car park. First aider: site manager on reception, 0161 496 0000. Ambulances come in by the main gate.

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 Check the weather before you start

Stop handling pumps, hoses and temporary barriers when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning, and rest in the shade in hot weather.

3 Check the dewatering method

Read the excavation and dewatering assessment before placing a pump. Check the water source, nearby structures and ground support are covered.

4 Keep the pump power safe in the wet

Run pumps off 110 volt or through an RCD, with leads and plugs checked and in date. Keep joints and boards up out of the water and off the ground.

5 Carry the pumps, hoses and barriers safely

Plan the route, clear it, and carry long items upright with two people. Store materials close to the work so nobody carries further than they need to.

6 Know where the water is going before you start

Find out which drain or tank the water goes to, and that the site is allowed to put it there. If you cannot say the water is clean, pump it into a tank or settlement bag instead of a drain.

7 Channel water to a stable sump

Lead entering water to a stable sump and position the pump so it cannot undermine the excavation. Keep the excavation protected while water is removed.

8 Run the pump under control

Check the pump, hose, power supply and connections before starting. Start it in the agreed sequence and watch the water level and excavation sides.

9 Keep people and plant out while pumping

Keep people and powered plant out of the excavation while the dewatering control is operating. Reassess before anyone enters or plant is used in the excavation.

10 Write down how much you pump out

Read the meter at the same time every day while the pump is running and write it in the job file.

11 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the person in charge when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place	Further action
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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.	None recorded.
Wind catches the pumps, hoses and temporary barriers and blows them onto people nearby Step 2	The team and people nearby	Check the forecast each morning and agree when the wind stops the work. Tie down or take in loose materials before you leave.	None recorded.
Collapse, settlement or pollution caused by uncontrolled dewatering Step 3	The excavation team and people nearby	Stop if the water or stability risk is not understood. Keep the agreed support arrangement unchanged.	None recorded.
A shock from a pump, lead or board standing in water Step 4	The pump team and anyone in the excavation	Only an electrician isolates, locks off and proves dead before anyone opens a pump or a board. Never lift a running pump by its cable, and never dry a damaged lead out and carry on.	None recorded.
Back and shoulder injury from carrying heavy or long items Step 5	Everyone handling materials	Use a trolley or sack truck on the flat. Never carry up a ladder; hand items up or hoist them.	None recorded.
Dirty water going into a drain or stream and killing fish, with a fine to follow Step 6	The pump team and the environment	Only the drain or tank you were told to use, nothing else. Stop pumping if the water changes colour or smell.	None recorded.
Erosion, flooding or loss of excavation stability Step 7	The excavation team	Inspect the sump, pump and discharge hose before use. Do not let pump-out change the support arrangement.	None recorded.
A pump failure or uncontrolled water level change makes the excavation unsafe Step 8	The pump team and excavation workers	Keep a safe stop and backup arrangement ready. Stop and report a change the method does not cover.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
A person is trapped or struck during unstable wet excavation work Step 9	The excavation team and plant operators	Use the agreed access and exclusion arrangement. Stop if the water level or sides change unexpectedly.	None recorded.
The amount of water coming out creeping up and nobody noticing Step 10	The pump team and the environment	Keep the readings with the job paperwork. Tell the site straight away if the reading jumps.	None recorded.
Debris, tools or unfinished work left in the area Step 11	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.	None recorded.

Sources

HSE: Steps needed to manage risk

<https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm>

HSE: Process fire risks

<https://www.hse.gov.uk/construction/safetytopics/processfire.htm>

HSE: Work at height

<https://www.hse.gov.uk/work-at-height/index.htm>

HSE HSG33: Health and safety in roof work

<https://www.hse.gov.uk/pubns/priced/hsg33.pdf>

HSE: Excavations

<https://www.hse.gov.uk/construction/safetytopics/excavations.htm>

HSE: Electricity, systems in buildings

<https://www.hse.gov.uk/construction/safetytopics/systems.htm>

HSE: Worker received shock whilst using a pressure water washing machine

<https://www.hse.gov.uk/electricity/maintenance/washingmachine.htm>

HSE: Manual handling in construction

<https://www.hse.gov.uk/construction/healthrisks/physical-ill-health-risks/manual-handling.htm>

Temporary dewatering from excavations to surface water: RPS 261

<https://www.gov.uk/government/publications/temporary-dewatering-from-excavations-to-surface-water-rps-261/temporary-dewatering-from-excavations-to-surface-water>

Small-scale abstractions for construction dewatering: RPS 368

<https://www.gov.uk/government/publications/small-scale-abstractions-for-construction-dewatering-rps-368/small-scale-abstractions-for-construction-dewatering-rps-368>