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RISK ASSESSMENT AND METHOD STATEMENT

Drainage, 27 Cherry Tree Road, Stockport: side and rear garden

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

Job details

Company	Hollins & Reed Groundworks Ltd
Site and work area	27 Cherry Tree Road, Stockport: side and rear garden
Planned dates	12 to 14 October 2026
Customer	Mr and Mrs Walsh
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins drives the 3 tonne mini excavator; Priya Shah lays the pipe and directs him.
Work	Drainage
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Lay/repair external drain. Areas: Side passage and rear garden drain run, about 12 m

Working arrangement

- Access: the floor or ground.
- Other people will be using the area.
- The family stays in the house; the trench is fenced off from the garden and the side gate.

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: 27 Cherry Tree Road, Stockport. Dan Hollins calls 999 and meets the ambulance.

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 **Keep people clear of the work**
Agree how people get past or around the work while it is going on. Put barriers or signs where a route crosses the work. Do not leave open work unattended.

3 **Confirm the route and services**
Get the route, outfall and service information before breaking ground. Mark the work area and keep the agreed access clear.

4 **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.

5 **Check the weather before you start**
Stop handling drain pipes, covers and loose materials when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning.

6 **Carry the drain pipes, covers and bedding safely**
Plan the route, clear it, and get help with anything long or heavy. Store materials close to the work so nobody carries further than they need to.

7 **Dig around services with care**
Use the marked service information and keep people out of the excavator swing. Expose services by hand where the service information says the bucket must stop.

8 **Check the excavation before you enter**
Provide the support, battered sides, edge protection and access needed for this ground. Have the excavation checked before anyone enters or lowers pipe into it.

9 **Prepare the pipe bed**
Trim the trench bottom and check the specified bed supports the pipe continuously. Use the specified granular material when the as-dug ground is unsuitable.

10 **Join the pipes to the specified system**
Check the pipe ends, seals and fittings are clean, compatible and undamaged. Assemble each joint to the supplier's instructions and keep the line straight.

11 **Make the ring-seal joint**
Seat the ring and keep the spigot and socket clean, dry and free from grit. Align the parts and assemble them to the pipe maker's instructions.

12 **Inspect before covering**
Check the line, level, joints and connection while they are visible. Record the agreed check before the pipe is covered.

13 **Keep the pipe open for the agreed check**
Arrange this job's test or witness before backfill starts. Keep the pipe, joints and connection visible until the result is recorded.

14 **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.
People using the building or passing by walking into the work or over what it leaves Step 2	Occupants, visitors, members of the public and workers	Keep the barriers and signs up while the work is active. Give people a clear way round where their normal route is blocked.
Striking a buried service or working to the wrong outfall Step 3	Drainage workers and people nearby	Use the service information during planning. Stop if the route or service information does not match the ground.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 4	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 drain pipes, covers and loose materials and blows them onto people nearby Step 5	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.
Back and shoulder injury from carrying heavy or long items Step 6	Everyone handling materials	Use a trolley or sack truck on the flat where the load suits one. Where the work is up a level, hand items up or hoist them. Never carry them up a ladder.
An excavator strikes a buried service or a person Step 7	The excavator operator and people near the excavation	Use a trained operator and a clear signal for the machine. Stop if the service position differs from the information.

Hazard	Who might be harmed and how	Controls in place
Collapse or a fall into an unsafe excavation Step 8	Workers in or beside the excavation	Keep people out until the excavation is safe. Stop if water, ground movement or a service changes the plan.
Pipe settlement, damage or trapped hands while preparing the bed Step 9	Drainage workers	Use this job's bedding detail. Keep hands clear while material is placed and levelled.
A joint leaks, separates or traps fingers while the pipe is being assembled Step 10	Drainage workers and the drain owner later	Use only the fittings and lubricant named for that pipe system. Stop if the joint detail or parts on site do not match.
Pinched fingers or a ring-seal joint that leaks after burial Step 11	Drainage workers and the drain owner later	Use compatible parts and the specified lubricant. Do not borrow insertion allowances from another system.
A defective drain is buried and needs excavation to correct Step 12	Drainage workers and the drain owner	Use the agreed acceptance criteria. Hold backfill when the result is missing or fails.
The pipe is covered before the required check or witness is complete Step 13	Drainage workers and the drain owner	Do not backfill on an assumption that the check will be accepted later. Stop and get the missing requirement agreed if nobody can state it.
Debris, tools or unfinished work left in the area Step 14	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.