

TURNER BROS DEMOLITION LTD

Fox Covert Farm, Goring Heath, Reading, Berkshire, RG8 7SN
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HEALTH & SAFETY PLAN

IN CONNECTION WITH

DEMOLITION WORKS

AT

**14B WOLSEY ROAD
CAVERSHAM
READING
RG4 8BY**



This method statement has been drafted from site visits and information obtained.
TURNER BROS DEMOLITION LTD reserves the right to amend and revise this document should circumstances dictate a change.

Prepared by K Turner

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Turner Bros. Demolition Limited

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1.00 Introduction

This health and Safety Plan has been prepared in accordance with construction (Design and management) Regulations 2015 to enable the project team to be made aware of the project's health and safety requirements.

This document relates only to the contract herein referred to and is not to be construed as relating to any other project in any way.

This document should be treated as a tool for use in the development of procedures required by law, especially the Management of Health and Safety at Work act 1999, the Construction (Design and Management) Regulations 2015, the construction (Health, Safety and Welfare) regulations 1992, the Health and Safety (Safety Signs and Signal) Regulations 1996 and such other specialised safety regulations as may apply to the type of work to be undertaken.

This document is the proposed health and safety plan for the demolition and site clearance works at 14B, Wolsey Road, Caversham, Reading, RG4 8BY.

The document incorporates an initial site survey report detailing the characteristics of the existing environment, a Risk Assessment that identifies the possible hazards that are likely to be confronted relative to the nature of the works, and a full method statement that encompasses the Method of Working Procedure, and all necessary steps that are to be taken to ensure that all hazards identified in the Risk Assessment have been adequately eliminated, and thus ensuring a safe and efficient progression of works.

The Method of Working Procedure is designed in accordance with:

The British Standard Code of Practice for Demolition – BS 6187, 2011

The HSE Guidance Notes for Demolition: GS29 Parts 1,2,3 and 4.

This Health and Safety Plan is to be read in conjunction with **TURNER BROS DEMOLITION LTD** Health and Safety Policy and all works are to abide by the Health and Safety Policy, which sets out the standards by which the project will be carried out. Copies of all documents are to be held on site and available for inspection at all times.

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2.0 Nature of Project

2.1 Client

Rabbits Vehicle Hire
Wolsey Road
Caversham
Reading
RG4 8BY

Contact:	Kevin Rapson	Steve Dore
Tel:	07803 049890	07771 798220
Email:	kevin@rabbitsvehiclehire.co.uk	steve@rabbitsvehiclehire.co.uk

2.2 Principle Designer

The Keen Partnership
The Courtyard
Edinburgh Road
Reading
RG30 2UA

Contact:	Chris Keen
Tel:	07860 251704
Email:	chris@keenpartnership.co.uk

2.3 Quantity Surveyor

N/A

2.4 Location of the Works

The site is located 14 Wolsey Road, Caversham, Reading, RG4 8BY.

2.5 Description of the Works

Demolition and site clearance of light industrial unit down to ground floor slab.

2.7 Timescale for the Works

2-3 weeks.

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3.0 Existing Environment

3.1 Surrounding Land Uses and Related Restrictions

The site is located at Wolsey Road, Caversham, Reading, RG4 8BY. The site is located in an industrial and residential area. To the rear there is a primary school. No related restrictions apply.

3.2 Existing Services

Existing services to the site include Gas, Water, Telephone/Broadband and Electricity. All services to the building are to be disconnected and made safe prior to demolition works commencing. Any redundant drainage and sewers shall be plugged accordingly.

3.3 Existing Structures

The building to be demolished is a single storey building, built from traditional brickwork walls with a steel framework roof structure with asbestos cement roof covering. The building is assumed to be built on concrete strip foundations.

3.4 Ground Conditions

Should suspect hazardous materials or unsafe ground conditions be discovered then all work shall cease, and the Contract Administrator notified. No work shall continue until further investigation has taken place and any hazardous materials suitably removed or contained.

4.0 Existing Drawings

NONE

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5.0 General Items

5.1 Welfare Facilities

Welfare facilities will be provided on site i.e. mess hut, chemical toilet, hot water, paper towels, soap and first aid kit.

5.2 Emergency Procedures

i) Accidental injury

- i. Inform Site Foreman/Site Supervisor of any accident immediately.
- ii. Call the emergency services.
- iii. Apply first aid if safe to do so.
- iv. Emergency Services contact details as follows

Hospital – 0118 3225111 – Royal Berkshire Hospital, Craven Road, Reading.

Police – 01865 841148 – Thames Valley Police, Castle Street, Reading.

Fire – 0118 945 2888 – Caversham Fire Station, Reading.

ii) Fire/explosion

- i. Attack fire with apparatus available but without endangering oneself.
- ii. Inform Site Foreman/Site Supervisor immediately.
- iii. Call emergency services.
- iv. **Gas Board Emergency No: 0800 111999**
- v. Assemble at the entrance gates and await further instructions.

5.3 Reporting Injuries or Occurrences Applicable to RIDDOR 2013

In the event of an injury or dangerous occurrence on site, the Site Supervisor shall notify the enforcing authority by the quickest practicable means (RIDDOR 0845 3009923). Other emergency procedures shall still apply.

Within five days of the incident, the Site Supervisor shall submit a report using form F2508 detailing the event to **TURNER BROS DEMOLITION LTD** Head Office from where it shall be forwarded to the relevant authorities and other parties concerned.

5.4 Dust and Noise

Dust will be kept to a minimum by dampening down the works using water via a hosepipe from a source to be determined on site. All noisy plant and machinery will be equipped with bafflers and shut down during periods of non-use.

5.5 Personal Protective Equipment

At all times suitable and sufficient personal protective equipment is to be provided and maintained by TURNER BROS DEMOLITION LTD for use by site operatives and visitors. Where necessary, induction tuition is to be provided to instruct personnel in the fit and proper use of personal protective equipment. Proper use and wearing of all personal protective equipment is to be enforced at all times.

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6.0 Site Wide Elements

6.1 Location of Site Access and Egress

The construction access to the site shall be via existing entrance from Wolsey Road.

6.2 Location of Temporary Accommodation

To be confirmed but within the confines of the site

6.3 Location of Unloading, Layout and Storage Areas

To be confirmed but within the confines of the site

6.4 Traffic and Pedestrian Routes

All pedestrian and traffic routes will remain open throughout the contract. Any work or movement of vehicles that may be carried out across or adjacent to these routes will be done so under the supervision of a competent banksman.

7.0 Overlapping with Clients Undertaking

7.1 Consideration of Health & Safety Issues

Site working hours will be:	Monday-Friday	0800 - 1700
	Saturday	No Work
	Sunday/Bank Holiday	No Work

8.0 Site Rules

High visibility garments, hard hats and safety boots to be worn on site at all times.

Smoking inside of the buildings will not be permitted.

No Alcohol.

No Drugs.

Staff and visitors must make their presence on site known by signing in and out of the site register, which will be held by the Site Supervisor.

Welfare arrangements – see item 5.1

Personal Protective Equipment – hard hat, high-viz and safety footwear as a minimum. Safety glasses and ear defenders as task specific and any other task specific equipment as deemed necessary.

Fortnightly meetings will be conducted on site to discuss amongst other issues, the health and safety plan including the passing of information for the health and safety file and the monitoring of site safety.

Site procedure is to take account of company health and safety policy, risk assessment, method statement and COSHH.

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9.0 Continuing Liaison

9.1 Procedures for Considering Health & Safety Issues

All procedures emanating from the Principal Contractor or his Sub Contractors are to be presented to the PRINCIPLE DESIGNER for comments.

All personnel on site are invited to offer advice and views on matters of Health and Safety during the progression of the project.

9.2 Procedures for Dealing with Unforeseen Eventualities

The Principal Contractor and his Sub-contractors will liaise directly with the Principle Designer.

9.3 Procedures for Informing all Staff & Sub-contractors of the Working Environment

All direct employees and Sub-Contractors will be required to read and understand the Health and Safety Plan and sign before commencing work on site. The contracts Manager is to inform the entire workforce of any change to the working environment, method of working procedure and this Health and Safety Plan, Awareness of such changes shall be relayed through regular site meetings as and when required.

9.4 Training

All site operatives shall undergo a full site induction prior to commencing works on site. Further weekly talks shall be held by the Site Foreman who shall work through the agenda of "tools Box Talks" to be found within **TURNER BROS. DEMOLITION LTD** Site Safety Manual. Copies of all training certificates are to be held on site for operatives working there.

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10.0 Method Statements

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10.0 Sequence of Works

1. COVID19 Directives & Management
2. Mobilisation & site set-up.
3. Termination, disconnection and capping off of live services.
4. Vehicle movements.
5. Asbestos removal.
6. Soft strip.
7. Demolition.
8. Hot cutting and burning operations.
9. General Housekeeping and Maintenance of Plant
10. Completion and de-mobilisation.

10.1 COVID19

Introduction

There are serious concerns in respect of this virus and the subsequent illness suffered by those who become infected. This has particular reference to the United Kingdom which is now in the grips of a Covid 19 pandemic. The directors of Turner Bros Demolition Ltd are addressing this problem and will continue to do so in consideration of our workplaces. The greatest concern relates to our demolition sites – the offices with administrative procedures and related matters are effectively in lockdown and employees normally working in this location are working from home.

Government Directives and Guidelines

We will follow these at all times and remain informed of changes and updates from reliable sources on a daily basis. We will take advice from our health and safety consultants and other informed persons taking appropriate action as a result of due consultation with them.

At this time, the country is not in a state of total statutory 'Lockdown' although there are legal restrictions and these may increase. Currently, everyone is advised to become 'Self isolated' and work from home wherever possible. We should emphasise that this is not a directive and the government recognise that some areas of work cannot be discharged from home – clearly, construction falls into this category.

COVID 19 and Management Implications

COVID-19 is not a directly related workplace illness but in light of recent associated legislation the HSE have now indicated that they regard the virus as an occupational health issue in which case they have the powers of enforcement.

The directors of Turner Bros Demolition Ltd recognise that this virus can be brought into our workplaces and infect our employees and sub-contractors which presents us with a legal and moral obligation to introduce measures which eliminate or reduce risk suitably, sufficiently and satisfactorily.

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Responsibilities

For Turner Bros Demolition Ltd, as with all employers, the health, safety and welfare of our employees whilst at work ultimately rests with the directors and this is emphasised in the Policy Statement of our Health and Safety Policy. We also accept workplace responsibilities for our sub-contractors and all other personnel engaged by us and associated with our workplaces.

We discharge our on-site responsibilities largely through our Site Managers who are duly competent and have received extensive training in construction health and safety. This is now mainly driven by Construction [Design and Management] Regulations 2015 which places these responsibilities particularly upon the main duty holders. In most instances Turner Bros Demolition Ltd will be taking on all these duties acting as Principal Contractor/Contractor and in some instances we may act as Client and/or Principal Designer/Designer.

Clearly, our health and safety procedures currently make no provision for dealing with COVID 19 and neither have our Site Managers received special training in this respect. Consequently, the directors have developed systems which we consider addresses this problem and are outlined in this Policy. Site Managers have been charged with ensuring that all personnel on their sites are aware of Turner Bros Demolition Ltd procedures for managing COVID 19 and its implications.

COVID 19 Policy

In consideration of recent legislation, government guidance, all reasonable information/advice and with the installation of appropriate controls listed under the next heading, the directors have decided that our workplaces should remain in/return to operational status subject to individual assessment.

In these circumstances our employees engaged to work on construction sites are expected to report for work.

Sub-Contractors

We recognise that sub-contractors may have their own policies and procedures and we will recognise these subject to submission, inspection and approval. Further, we recognise all sub contractors' rights to withhold or supply their labour under their terms of contract in these circumstances. However, those sub-contractors who have chosen to remain operational at Turner Bros Demolition Ltd construction sites must comply with our on-site COVID 19 rules, policies and procedures that relate to a particular site.

In the event of any conflicting detail between Turner Bros Demolition Ltd policy and a respective sub-contractor policy, the Turner Bros Demolition Ltd policy will prevail.

Risk Assessment

Turner Bros Demolition Ltd will undertake and implement the results of individual site Assessments which it considers are necessary to undertake.

Procedures

These have in general been developed on a collective basis and follow recommended current law and guidance as it is reasonably interpreted. It must be remembered that no-one is in possession of the full implications and consequences of COVID 19 infection.

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Turner Bros Demolition Ltd is following UK government law and guidance and we will review our policies in line with changing circumstances and directives.

The directors will ensure that all those operatives and others who may be present on our sites or affected by our construction site workplaces are suitably informed about our policies and procedures that relate to a particular site.

This information will be outlined to all Turner Bros Demolition Ltd operatives – employed, self-employed or agency and others who may attend our sites. The responsibility for carrying out this awareness has been delegated to our on site management who have been instructed in company procedures which relate to COVID 19 and are deemed competent to convey this information with immediate effect. No operative is permitted to work on any of our sites without a specific induction of this nature.

If you display any of the symptoms of COVID 19 or live in the same environment as someone who has these symptoms – do not report for work. Remain in isolation and take government advice – obtain professional advice and diagnosis if possible

Avoid using public transport if possible and remember the two metre rule. Do not share cars – this may well increase site parking problems but individual Site Managers will assess this situation, as far as possible, when they are aware of numbers.

Those operatives and others reporting for work who have not received a COVID 19 induction must remain outside their intended site and telephone the site manager before entering the site. These personnel must not commence work until they have received a COVID 19 induction

All on site are reminded that there is a responsibility upon them, as individuals, to observe Turner Bros Demolition Ltd procedures and play their part in preventing the spread of COVID 19. They should report any concerns that they may have. Turner Bros Demolition Ltd welcomes all reasonable suggestions that operatives may have which contribute to further control of the virus

Use your mobile phone for communication wherever possible. Do not allow others to use your phone and ensure this arrangement is reciprocated.

Good hygiene – this is vital and regular hand washing/sanitising is essential. COVID 19 is transmitted by contact and touch. There is a constant danger of touching objects and then touching your face which increases risk dramatically. Wearing face masks is optional – these are designed principally to avoid hand to face contact and we are informed that the type of mask is not of significant importance in this respect.

Signage will be introduced in all site areas to indicate/remind operatives and others of procedures both general and location specific relating specifically to COVID 19.

Social Distancing

Operatives must remain a minimum of two metres from other persons on site at all times. Site management will set this up – numbers in workplace areas, working procedures and advice but it is up to individual operatives to respect and maintain this directive. [Each site will be individually managed to ensure that this can reasonably be achieved and most likely will involve a reduction of on-site personnel].

Mess rooms will remain in operation but must be used in recognition of individual separation – this will be overseen by site management. [It may be more suitable for operatives to eat and drink within their vehicles.]

Toilets will remain operational but will be separated from each other observing the two metre rule wherever possible. Ensure that the toilet door is locked during occupation.

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10.0 Sequence of Works

11. Mobilisation & site set-up.
12. Termination, disconnection and capping off of live services.
13. Vehicle movements.
14. Asbestos Removal
15. Soft strip.
16. Hard demolition.
17. General Housekeeping.
18. Completion and de-mobilisation.

10.1 Mobilisation & Site Set-up

Mobilisation shall involve the delivery of plant and equipment to site and the subsequent checking, testing, fuelling and positioning of such plant as appropriate. Temporary fencing/hoarding will be positioned around the site to contain the area. The relevant safety notices shall be positioned along the boundaries of the site informing the surrounding public of the ongoing works and potential hazards contained within and around the site.

10.2 Termination, Disconnection & Capping Off of Live Services

Termination, disconnection and capping off of live services shall be conducted by The Client. Incoming services believed to be present on site are water, electricity, telephone/broadband, Gas and foul drainage.

10.3 Vehicle Movements

All plant and vehicles entering and leaving site must be supervised by a competent banksman. Any reversing of vehicles and plant within the site must also be supervised. All banksmen must wear hi-visibility clothing.

10.4 Asbestos Removal

An R & D Asbestos Survey has revealed that asbestos containing materials are present. The products containing the asbestos materials are:

- Asbestos cement Roofing Sheets.

All asbestos containing materials should be removed from the buildings prior to any demolition works commencing.

When handling the asbestos cement roofing sheets operatives shall wear disposable overalls and p3 filter masks with the pre-requisite PPE. Care shall be taken to keep the roof sheets in whole sections and the sheets shall be kept dampened down with water to contain any dust. Inevitably, old sheets tend to be fragile and will break when removed in this instance, water will continue to be used to dampen the material and any small broken fragments of sheet shall be bagged up prior to placing into the skip. Operatives shall gain access to roof (single storey) from below from properly erected mobile towers. Operatives shall free each sheet individually by cropping the fixing bolts. Each individual sheet shall be lowered down to ground level ready for loading into an awaiting disposal vehicle.

All overalls and masks should be removed and bagged and together with any bags of broken material shall also be loaded into the disposal vehicle.

Upon completion the disposal vehicle shall transport the asbestos material to a designated tip and all consignment notes shall be kept as proof of correct disposal. Copies of which shall be sent to all relevant parties for inclusion within the health and safety file

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10.5 Soft Strip

Prior to heavy demolition works commencing, the building will be stripped out to remove any loose items of rubbish, furniture, fixtures and fittings. Work of this nature shall be conducted by a number of operatives using hand held tools including mattocks, sledgehammers, gorilla bars, saws, battery powered screwdrivers, etc. Operatives shall begin the light strip from within the buildings to be demolished. All debris arising from this operation shall be collected by operatives as work proceeds and shall be removed from the building and placed into awaiting skips or lorry provided which shall then be removed from the site to an appropriate tip.

10.6 Hard Demolition

When all asbestos roofing materials have been removed and soft strip has been completed, operatives working from tower provided shall systematically cut down steel roof structure by firstly removing steel angle iron purlins followed by careful removal of steel structural trusses, one at a time. Operatives shall cut each end whilst the truss is supported by the excavator. When cut, the excavator shall lower trusses to ground floor level where they shall be cut into smaller sections, loaded on disposal vehicle and removed from site. At this time, the excavator shall be used to reduce brick in fill walls down to ground level. All hardcore arising shall be loaded onto awaiting lorries by the excavator and removed from site. Any steel columns shall be cut off at ground level and shall also be loaded onto awaiting lorries and removed from site.

10.7 Hot Works

A permit to work system shall operate on this site. No hot works are to proceed until such permit has been issued. Permits shall be issued by, the TBD Site Supervisor using Form HW/01A or the Principal Contractors Site Representative using their own specific system.

All works shall adhere strictly to the following guidelines:

- I. The area of work must be adequately cleared and freed from combustible material before operations commence;
- II. Where work is being carried out in any enclosed area and additional employee shall be present at all times to guard against an outbreak of fire;
- III. The following must be kept available for immediate use near the scene of operation:
 - a) Suitable fire extinguishers and/or
 - b) Hoses connected in readiness for use and tested prior to commencement of work.
- IV. A thorough examination must be made in the vicinity of the work approximately one-hour after the termination of each operation. In the event that it is not practicable for such an examination to be carried out by TBD staff then appropriate arrangements must be made with the Principal Contractors representative.
- V. Before 'burning off' metal work built into or projecting through walls or partitions, an examination should be made to confirm that the other end of the metal is not in a hazardous proximity to combustible material, which may be ignited by the conduction of heat.

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10.7 General Housekeeping and Maintenance of Plant

Throughout demolition works the site shall be kept clear and tidy ensuring that there are clear access-routes to all areas of the site. This, together with general awareness and common sense of the site staff shall ensure that the site is run safely with minimal risk to personnel from minor injury, trips and falls. Toolbox talks detailing this subject shall form part of the general on-site training.

All plant used on site shall be in good working order. All lifting apparatus including 360° excavators shall hold an up to date Record of Inspection, which shall be completed by the individual plant operators. Copies of plant tickets will be required. Confirmation of re-fuelling arrangements to be issued.

10.8 Completion & De-mobilisation

Upon completion of the works the site shall be left clear and level. All plant and machinery shall be removed from site as they were imported, and any sign or notices removed for re-use.

The site shall be handed over to the satisfaction of the Client.

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11.0 Risk Assessments

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12.0 Site Management Structure

Contracts Manager:	Mr Keith Turner – 01491 637770
Site Supervisor:	Mr Paul Potter – 07891 846536
Operatives:	To be advised

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13.0 Compliance Register

I hereby acknowledge that I have read and will comply with the requirements of the Method Statement.

[illegible]