

DEMOLITION PHASE PLAN (CDM Regulations 2015)

HEALTH, SAFETY & ENVIRONMENTAL PLAN

Demolition of:

62-68 Silver Street
Reading



Prepared By :	Tim Griffiths	
Reviewed By :	Jim Wise	
Reference :	1510	
Revision :	V1	
Status :	FOR DEMOLITION	
Date :	28/01/2019	
Issued To :	Philip Eatough	
Review date :	One week before commencing	
	Main File	

This is to confirm that I have read and understand the contents of this Health, Safety & Environmental Plan Ref: 1124/HSE Plan Rev v1, dated 16th August 2016

<u>Date</u>	<u>Print Name</u>	<u>Signature</u>

HEALTH, SAFETY & ENVIRONMENTAL PLAN

General Project Information

The works are to be carried out at 62 – 68 Silver Street.

The construction of the 62-68 silver street is presumed concrete strip footings, steel frame roof structures, supporting load bearing external masonry walls, and corrugated roof sheets. The demolition works are to be carried out in advance of any redevelopment of the site for student accommodation.

Site Location



Extent of Demolition shown in **RED**

Client

62-68 Silver St:
Silver St Developments Ltd
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Coventry
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Subcontractors

Scaffold Firm to be confirmed

Start Date:

February 2019 waiting on planning decision

Duration:

3 weeks from start date

Description of the Works

The works comprise:

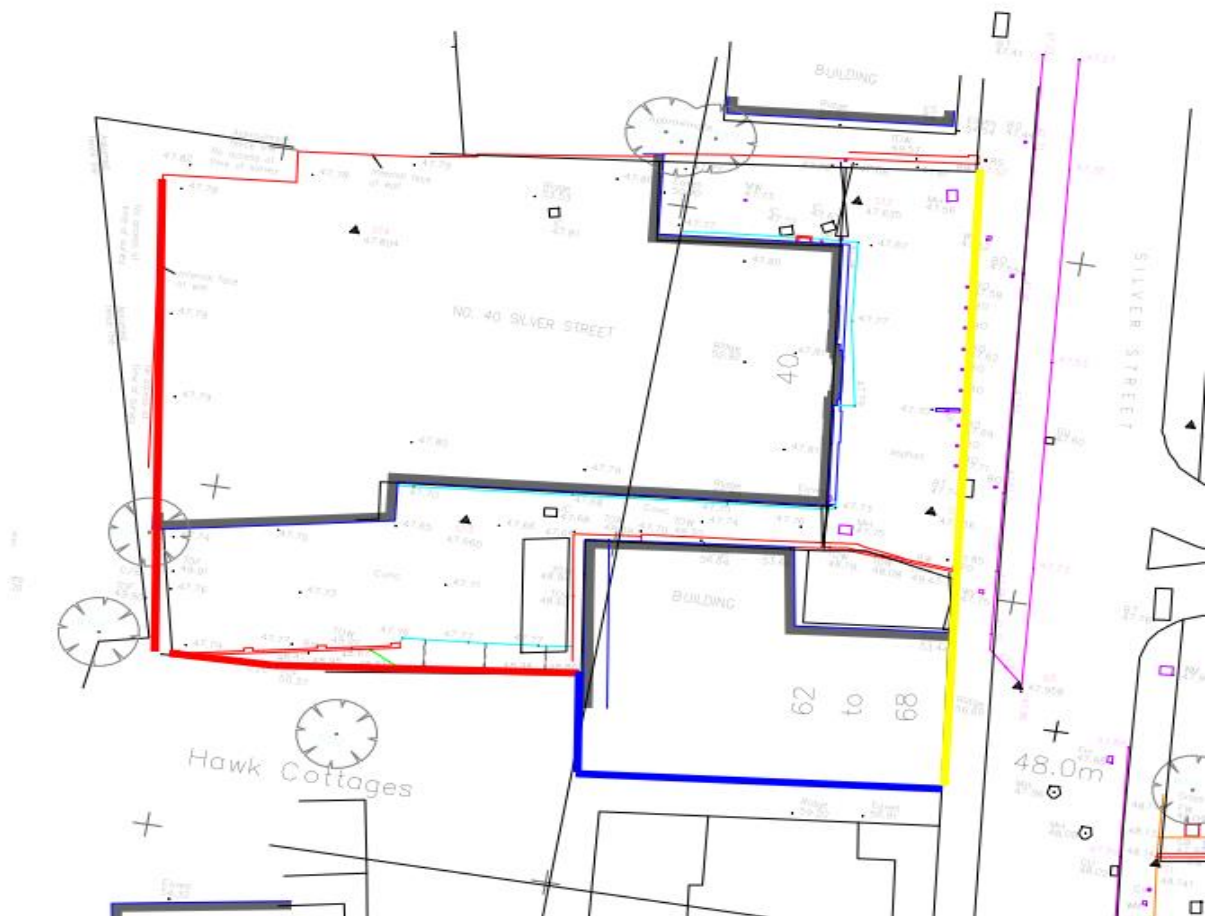
- Establishment and maintenance of site facilities for the duration of the works,
- Removal and disposal of asbestos containing materials, as indicated within the Pre-Demolition Asbestos Survey,
- Soft strip of fixtures and fittings,
- Controlled mechanical demolition of redundant buildings down to GF slab only to preserve the archaeological deposit for extraction,
- Removal of all demolition hardcore from site,
- Removal from site of all deleterious demolition material, including segregation of waste streams, as far as reasonably practical, to minimise landfill impact,
- Leave site clear and tidy upon completion.
- Provision of information and records for the preparation of the Contract Health, Safety and Environmental File,
- Any exposed boundary areas will be temporarily fenced to make safe as per the plan and image below.

Location of fencing:

Red Line: Existing fence to be retained.

Blue Line: New timber hoarding as per image below to create a safe divide between the site and neighbouring properties.

Yellow Line: New timber hoarding to front of both sites with access gate to allow safe access for work vehicles.



Traffic Management Plan

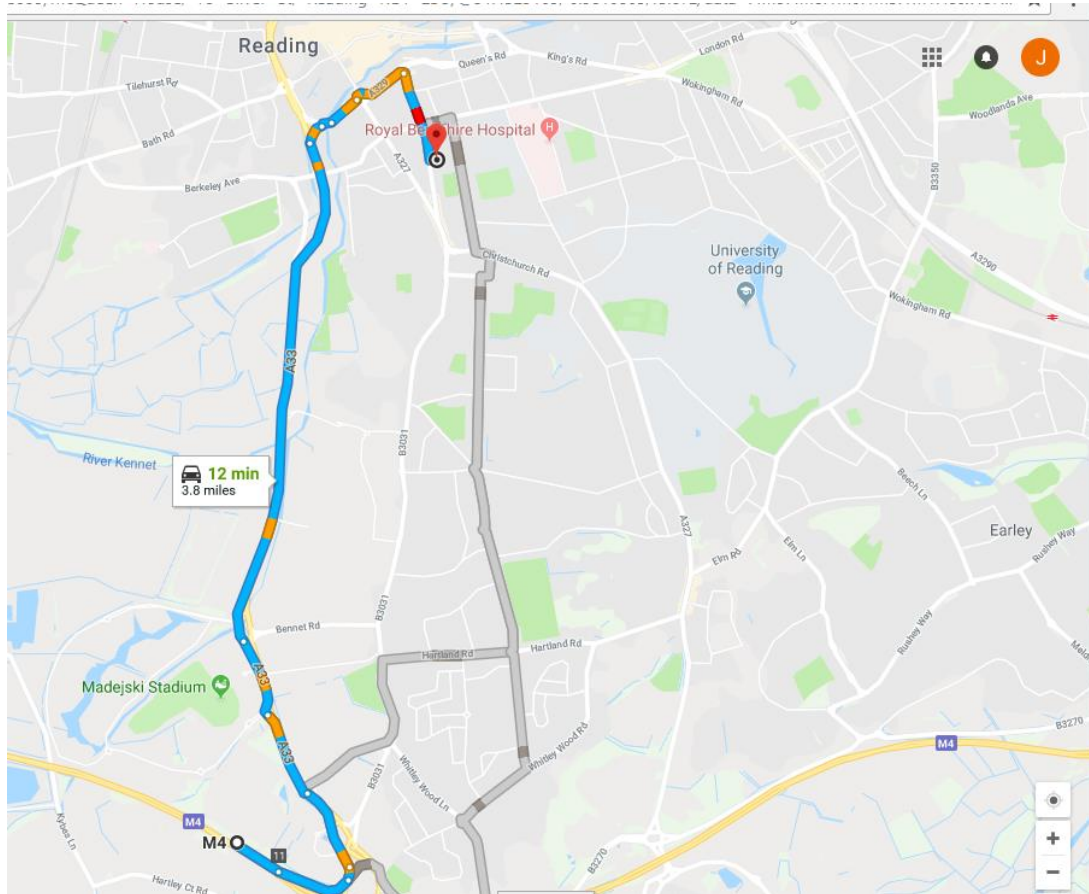
Movement of plant, equipment, and materials must be along designated routes within the building and around the site.

All movement of plant, materials, waste materials etc., must be carried out in a manner that will ensure the health and safety of all persons on the site. **Segregation** of pedestrians and vehicles **must** be achieved where reasonably practicable. A banks man must be present during the movement of all vehicles to and from the work area.

- Heras fencing will be used at the entrance which will be openable for vehicles. All fencing the front of the site will be monitored and maintained of any graffiti or fly posters.
- The opening will be locked during and after working hours.
- Plant Operators and HGV vehicles will have banks man on hand at all times.
- Induct all employees before any demolition takes place and include this safe system/method statement in the induction.
- Skips will be placed in front of the building.
- We do not require any footpath or road closures during the demolition.

All movement of plant, materials, waste materials etc., must be carried out in a manner that will ensure the health and safety of all persons on the site. **Segregation** of pedestrians and vehicles **must** be achieved where reasonably practicable. A banks man must be present during the movement of all vehicles to and from the work area.

Main site access will be via A33, Northumberland Avenue then onto Silver Street. The surrounding streets are very small and busy. Any delivery must be well planned and restrictions considered for articulated vehicles.



Generally

The depositing of mud/detritus on the highway originating from the site or from any construction vehicle associated with the development is unacceptable. A wheel wash facility shall be provided at all vehicular access gates to the development site to ensure that mud/detritus originating from the site is not deposited on the public highway. Where the deposition of some dirt on the highway is unavoidable, any mud/detritus shall be expeditiously cleared using street cleansing vehicles or similar. No development dirt shall be evident on the highway at the end of any working day as we will have wheel washing facilities on site.

Deliveries

Deliveries will be made through normal working hours the below requirements will be met

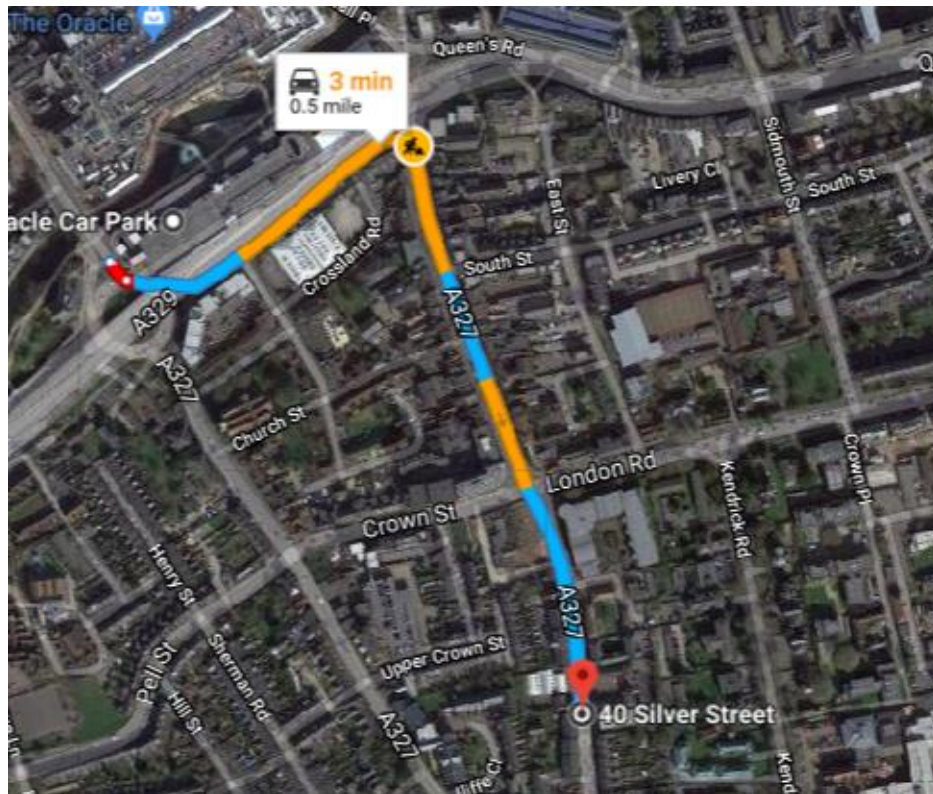
- All deliveries shall be pre booked and allocated set arrival times.
- Delivery instructions shall be sent to all suppliers and contractors including the maximum dwell times specified above.
- Suppliers shall call the site a minimum of 20mins before their vehicle arrives at site to confirm that the loading area is available.
- If the loading area is unavailable construction vehicles shall not proceed to the site.
- Vehicles shall not wait or stack on any road which may cause problems to local residents.
- The loading/collection area shall be clear of vehicles and materials before the next lorry arrives.
- Contractors' vehicles shall not park in any suspended parking bays or on suspended waiting and loading restrictions.
- The engines of contractors' vehicles shall not be kept idling.

Vehicle Parking

An estimated two vehicles below 200kg in weight will be used during the demolition phase parking will be allocated within the joint sites of 40 & 62 – 68 Silver Street.

Should there be a requirement for more parking spaces then our operatives or visitors will use the nearest car park as shown below.

The Oracle Car Park:



Remediation to damage to highways

Any agreed remediation will be at the rates agreed with the highway agency and where practically possible all construction work will be performed outside of peak hours to minimise disruption to the local community.

Conclusion

It is considered that the proposed access routes on Silver Street are capable of accommodating the traffic requirements of the demolition phase, without detrimental disruption to the local community.

Health & Safety Principles and Objectives

The principle is to provide and maintain safe and healthy working conditions, equipment and systems of work on this project, for residents, members of the public, sub-contractors and employees of Jim Wise Demolition LTD.

The objective is to have no accidents or incidents during the works.

General Statement of Intent

Jim Wise Demolition undertakes to employ the best practical means to undertake the works in a professional, safe and workmanlike manner.

Jim Wise Demolition recognises the need to:-

- Safeguard the health and safety of its employees;
- Minimise the risk to the public and others from its operations;
- Minimise the impact on the environment of its actions;

All work carried out will comply with:-

- Relevant legislation and appropriate commercial Codes of Practice;
- British Standard BS 6187 : 2011 - Code of Practice for Demolition Works;
- Health & Safety Executive Guidelines G29, Parts 1 to 4 inclusive – withdrawn but used for guidance;
- The Health & Safety at Work etc. Act 1974;
- The Control of Substances Hazardous to Health (Amendment) Regulations 2004;
- The Work at Height Regulations 2005;
- The Manual Handling Regulations 1992;
- The Personal Protective Equipment at Work Regulations 1992;
- The Control of Vibration at Work Regulations 2005;
- The Control of Lead at Work Regulations 2002;
- The Provision and Use of Work Equipment Regulations 1998;
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013;
- The Construction (Design and Management) Regulations 2015;
- The Noise at Work Regulations 2005;
- The Health and Safety (First Aid) Regulations 1981;
- Provision and Use of Work Equipment Regulations 1998;
- The Lifting Operations and Lifting Equipment Regulations 1998;
- The Hazardous Waste (England & Wales) Regulations 2011;
- The List of Waste (England) Regulations 2005;

- GS6 Avoidance of Danger from Overhead Electric Power Lines;
- HSG 47 – Avoiding Danger From Underground Services;
- HSG 141 – Electrical Safety on Construction Sites;
- HSG 144 – The Safe Use of Vehicles on Construction Sites;
- HSG 149 – Safe Manual Handling in Construction;
- HSG 150 – Health and Safety in Construction;
- HSG 151 – Protecting the Public – Your Next Move;
- HSG 185 – Health and Safety in Excavations;
- All relevant updates;

Noise Control

It is not anticipated that the noise level at 1m from the façade of the nearest occupied building will exceed a level of 75dB, over the period 08:00-17:00 on weekdays and 09:00-13:00 on Saturdays; no noisy work will be allowed outside these hours or on Sundays or Bank Holidays. Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings whenever possible. Barriers (e.g. site huts, acoustic sheds or partitions) to reduce noise reaching noise sensitive buildings shall be employed where practicable. Old buildings around the site perimeter waiting to be demolished can provide effective noise screening. Machines in intermittent use should be shut down or throttled down to a minimum when not in use. Equipment which breaks concrete, brickwork or masonry by bending or bursting or “nibbling” shall be used in preference to percussive tools where practicable. Avoid the use of impact tools where the site is close to occupied premises

It is not anticipated that vibration levels on the ground floor rigid structure of adjacent sensitive buildings; in both z-axis (vertical) and x/y-axes (horizontal) will exceed a peak particle velocity of 10mm/s over the frequency range of 1Hz-80Hz.

All plant and equipment used on the site to carry out the demolition shall be suitably attenuated in accordance with the manufacturer’s recommendations and the advice given in BS5228-1:2009.

All available techniques will be used, such as concrete cutting and crushing, in preference to percussive or balling methods so as to minimise noise and vibration during site works.

Sequence of Works

The sequence of works, as below, details the order in which all works on site are to be carried out to ensure that they are completed in the safest manner possible.

- Site set up
- Removal / disposal of all asbestos containing materials
- Removal / disposal of other hazardous materials
- Soft strip
- Locate and isolate drainage
- Demolition
- Removal of all deleterious material from site
- Leave the site in a clean, tidy and safe condition.

Statutory Notices, Surveys and Preliminaries

To comply with our statutory requirements a Building Act 1980 Section 81 Demolition Notice is required to be obtained from Reading Council prior to the commencement of any demolition activities on site.

All requirements stipulated shall be met. The notice shall be placed in a prominent position on the site office wall.

To comply with the Construction (Design & Management) Regulations 2015 the project is required to be notified to the local Health & Safety Executive. Jim Wise Demolition LTD is not acting as Principal Contractor for the project.

The F10 notification form shall be on site at all times, placed in a prominent position on the office wall. The construction phase health and safety plan shall form the basis of all health and safety on site.

To comply with the Control of Asbestos Regulations 2013, all work with sprayed asbestos coatings and asbestos lagging and most work with asbestos insulation and asbestos insulating board (AIB) are required to be notified to the local Health & Safety Executive 14 days prior to this work being carried out.

As a statutory requirement prior to the start of any demolition works the client has instructed an approved surveying contractor to undertake a Refurbishment/Demolition Asbestos Survey on the buildings on site. The survey report shall be on site at all times.

It is of paramount importance prior to the commencement of any demolition operations that all services are disconnected at safe locations away from the demolition works. All service disconnections on this site are to be arranged through the Client. Confirmation of service disconnection shall be sought prior to the start of any works on site, with formal written confirmation being obtained.

Continuing Liaison

Jim Wise Demolition will ensure that the Health and Safety Plan is continually developed, in conjunction with all other contractors employed on this project.

All employees (including employees of subcontractors) will be given a site specific induction before entering the site for the first time; the Site Manager will brief all employees (including employees of subcontractors) on a daily basis of the intended work items for the day and associated method statements and risk assessments applicable to the elements of the work.

Authorised visitors to the site will be briefed by the Site Manager on the works being carried out during the visit, together with areas that access is denied from/escort required.

All employees (including employees of subcontractors) are encouraged to give feedback on any Health & Safety matters.

Regular meetings will be held on site with the Client's Project Team to ensure all matters are fully communicated with the Project Team. It is envisaged that a Project Meeting will be called within 1 week of starting on site, followed by scheduled meeting, as progress of the works allow.

Neighbouring Properties

Extreme care will be taken when deal with works close to neighbouring properties especially boundary walls. We will make sure any boundary walls are protected throughout the demolition by high well-structured fencing.

Where existing buildings are in close proximity to the boundary they will be demolished inwards and partly by hand to the centre of the site to make sure there is no damage to the boundary. The surrounding scaffolding will also have heavy duty netting as second line of defence against falling debris which may cause damage to neighbouring properties.

Site Induction & Procedures

Upon arrival to site in the first instance all Jim Wise Demolition operatives are to receive a site specific site induction from The SMSTS site manager to familiarise themselves with the Health and Safety Handbook for Contractors.

Only upon completion of this induction shall operatives make their way to the demolition area.

On arrival to site all personnel are to receive a site specific safety induction to be undertaken by the site manager.

During the course of the induction areas to be covered which are not exhaustive shall include:

- Welfare facilities
- Emergency procedures
- Site rules and requirements. i.e. PPE etc
- Health and safety documentation
- Health and safety policy statement
- Who to speak to on site with regards to health, safety and welfare.
- Any hazardous materials / substances
- Site specific risks

On completion all personnel shall sign into the register confirming their understanding and acceptance of all information as discussed within the induction.

Each day all personnel on arrival to site shall report to the main site office and sign into the register. All operatives and visitors shall use the parking facilities established on site. On departure from site all personnel shall sign out.

Tool box talks shall be given by the site manager on at least a weekly basis covering the risks associated with the specific working activity being undertaken. Tool box talks shall also be used to communicate to all staff where ever working activities or site conditions have changed and form, as part of the requirements of CDM 2015, site training and health and safety consultation.

Minimum PPE to be worn on this site shall be safety helmet, safety footwear, hi visibility clothing, safety glasses and cut resistant gloves. Further PPE shall be obtained from the site manager in accordance with the risk assessment for the task being undertaken.

Any visitors wanting to come onto site shall be allowed to do so only within the company of the site manager (or designate) and once been briefed of the site conditions and rules. They shall be wearing PPE to comply with the site rules.

Special Restrictions

It is not envisaged that the works and associated vehicular movements will cause unacceptable disruption to the day-to-day operation of immediate neighbourhood. However due care will be made on deliveries with banks men used at all times.

The vehicle used for the works are standard commercial vehicles with no restrictions and should not cause abnormal wear and tear to the highway.

Site Specific Matters

Any demolition traffic entering the site must comply with the established site rules.

Works are to be undertaken within the following hours, unless agreed in writing with Reading County Council

Monday to Friday	8:00m – 5:00pm
Saturday	9:00am – 1:00pm
Sunday / Bank Holiday	No work on site

(to be reviewed as project progresses)

5mph speed restriction on site will be enforced

Risk & COSHH Assessments

The arrangements to control any activities or use of substances that have been identified with specific risks to health and safety are specified in the Pretender Health & Safety Plan. All Risk Assessments for additional works will be made available during the process of compiling Method Statements for any such works.

Method Statements

All works carried out will be fully described in the Method Statement(s); the Health, Safety & Environmental Manager will compile the Method Statement(s).

The Methods Statement(s) will be sufficiently detailed, covering specific aspects of the works; the content will be clearly written to enable non-constructional professionals to fully understand the proposed works.

Reporting of Accidents & Incidents

All accidents and incidents, however minor, shall be reported to the Site Manager, who shall enter the details in the Site Accident Book.

The following injuries are reportable under RIDDOR when they result from a work-related accident:

- The death of any person (Regulation 6),
- Specified Injuries to workers (Regulation 4),
- Injuries to workers which result in their incapacitation for more than 7 days (Regulation 4),
- Injuries to non-workers which result in them being taken directly to hospital for treatment, or specified injuries to non-workers which occur on hospital premises. (Regulation 5).

In the event of a notifiable accident or incident, the Company Director will instigate comprehensive investigation and a report will be kept on record, in order to review individual incidents, incident trends and procedures.

The Health, Safety & Environmental Manager has specific duties in relation to accidents, namely:

- to ensure that details of all accidents and incidents are entered in the Site Accident Book, clearly recording details such as time and date of accident, the location of the accident, the name of the injured person, the nature of the accident, the names of any witnesses, the extent of any injuries and extent of first aid administered, whether emergency services were summonsed and any other relevant details,
- to satisfy himself that the proper authorities have been notified in the event of a serious injury or fatality occurring,
- ensure that the work in the vicinity of a notifiable accident is suspended, pending an investigation,
- assist in any investigation,
- act upon any specific findings resulting from an investigation to minimise a re-occurrence of the incident,

Site Safety

Transport

No employee of Jim Wise Demolition, or any of its sub-contractors, will be permitted to drive a vehicle on site, of any type, unless authorised to do so and hold a full current driving licence/plant operators card;

Fire Prevention

All employees of Jim Wise Demolition and any of its sub-contractors will keep workspaces free from combustible materials. Smoking will only be allowed in designated smoking areas - all other areas are 'No Smoking Areas'.

All employees of Jim Wise Demolition, and any of its sub-contractors, will be informed of the procedures for action in cases of fire. Any work involving sources of heat, i.e. welding, grinding, metal cutting by oxy-propane burning and the like, will only be permitted whilst a fire extinguisher or charged fire hose is available. In all incidences involving hot work, the Demolition Supervisor will carry out a fire check, within 1 hour of cessation of the work. And a hot works permit must be issued by the site manager before works commence

Hired Plant and Equipment

All plant hire companies have been issued with an instruction that they are to supply only plant and equipment that conforms to all safety regulations and that it carries identification to prove that the item was checked prior to delivery to site. In addition, a safety check and operational instructions is to accompany all equipment

Personal Protective Equipment

Jim Wise Demolition will ensure that all employees have adequate Personal Protective Equipment, i.e. safety helmet, safety footwear, ear defenders, safety glasses/goggles, dust masks or any other specific item, required for the task, prior to any operation being carried out.

Particular attention must be given to eye protection, to fall within the scope of the Special Regulations made under the Health and Safety at Work Act 1974.

All operatives on site will wear as standard:

Safety Hats
Safety Boots
Safety Glasses
High visibility vests
Gloves.
Dust masks and ear defenders will also be worn

Consultation with the Workforce

Progress meetings will be held at regular intervals at which any health, safety & environmental issues may be discussed.

General Site Matters

Supply all the necessary labour, plant and equipment sufficient to carry out the works and to comply with current legislation;

All visitors will be required to report to the site office and sign in, prior to gaining access to other areas of the site;

THE SITE IS A 'HARD HAT, HI VIZ & SAFETY FOOTWEAR SITE';

ALL PERSONNEL AND SITE VISITORS WILL BE REQUIRED TO WEAR SAFETY HELMETS, HI VIZ OUTER WEAR, SAFETY FOOTWEAR, SAFETY GLASSES AND GLOVES (as a minimum – additional PPE / PRE may be required) AT ALL TIMES WHILST ON SITE;

Additional personal protective equipment will be issued, as identified on the Specific Risk Assessment, e.g. PPE and RPE suitable for burning operations.

All personnel working on the site will be given a specific 'Site Induction & Tool Box Talk' prior to commencing works; this 'Site Induction & Tool Box Talk' talk will cover items such as method statements, risk assessments, site procedures, evacuation procedures, emergency procedures and the like;

In addition, 'dust minimisation' will be incorporated into the 'Site Induction & Tool Box Talk':

All personnel working on the site will be given an environmental talk prior to commencing works; this environmental talk will cover items such as refuelling of vehicles, on site fuel storage, site drainage, spillage control, emergency procedures and the like;

Site entrance gates will remain locked when not in use;

Environmental Issues

Trained spill response personnel and equipment will be available on site at all times;

Any arisings resulting from a spillage, including contaminated sand bags, will be disposed of in accordance with current legislation;

A spill kit shall be available for all pieces of plant and particular care shall be taken and the guidelines followed with regard to re-fuelling operations.

Fire Prevention

Jim Wise Demolition will carry out a fire assessment of the site and as a result complete a fire plan for the site; in addition to a hot works permit of which is to be issued each day in which hot works are being carried out.

All hot work permits will be issued in accordance with NDS Quality Management System.

A fire watchman must be present at all times during hot works in addition to fire extinguishers being made available and a water supply.

Site Establishment

The footprint of the buildings on site and any existing fencing and security gates shall be used to define the safe working enclosure. The integrity of this shall be maintained at all times.

Heras fencing panels shall be brought onto site and erected where gaps in the working enclosure are apparent or immediately after the demolition of buildings whose footprint forms the site boundary.

Attached onto the fencing shall be signage stating 'Danger Demolition Keep Out'. Upon entering site the main entrance gates shall display the minimum site PPE requirements and the site managers contact details.

The gates shall be secured at all times when not in use.

Welfare facilities shall comply with the Construction CDM Regulations 2015 and be established at a designated safe and secure location on site in full view of the entrance.

A Demolition Site Compound area will be demarcated with heras fencing; a vehicle parking area will be established within the Site Compound as marked in red hatch below:



A clear and visible walkway will be established from the site entrance to the Supervisors' Office, in order that Site Visitors can be briefed/inducted/PPE issued, prior to entry to the operational areas.

Demolition plant will be stored on the hardstanding to the front of the site when not in use; security shutters are to be utilised and immobiliser (where fitted) to be activated.

Facilities provided shall include:

- Canteen area consisting of provisions for warming food and to make hot drinks,
- Warm and cold running water with hand washing and drying facilities,
- Site office,
- Drying room,
- Office facility
- Storage facility
- Toilet facility
- Generator providing adequate electrical power to the Site Establishment

All welfare facilities shall be kept in a clean and tidily order and the toilet shall be cleaned by a specialist contractor in accordance with the recommended suppliers' requirements.

Various forms of plant and machinery to include 360° excavators with attachments, a mobile elevating working platform (MEWP) or self propelled access booms and a mobile crushing plant shall be brought onto site under banks man assistance.

The delivery of these shall be prior arranged to enable the site manager to prepare for the deliveries and all movement orders shall be in place.

A mobile bunded fuel container shall be delivered onto site as required by the site manager to undertake all refuelling operations for the plant on site.

Care shall be taken to ensure that no spillages occur. All refuelling operations shall be carried out away from all major works, sources of ignition and water courses and systems.

The appropriate waste container shall be brought onto site as required.

All waste containers once full shall be removed from site and replaced with empty ones. An exclusion zone shall be established around the skips once on site.

Skips shall be placed as close to the buildings as far as reasonable practical.

Personal Protective Equipment

The following minimum Personal Protective Equipment shall be used to comply with the Personal Protective Equipment Regulations 1992

- Safety Helmet to EN397:1995 or equivalent
- Safety Footwear to EN ISO 20345:2011Cat S1P or equivalent
- Yellow high visibility vest or coat to EN471 Class 3 or equivalent
- Safety Glasses to EN166 1F or equivalent
- Safety Gloves to BS EN 388 Rating 4/5 or equivalent

Note: Demolition burners & support operatives are required to wear high visibility fire retardant overalls in place of the usual vest and trousers; demolition burners are also required to wear fire retardant gauntlets.

Employees must use all personal protective equipment provided to them in accordance with the training and instruction given to them regarding its use.

Employees who have been provided with personal protective equipment must immediately report any loss of, or obvious defect in any equipment provided to their supervisor, for replacement.

Plant & Equipment

The following Plant and Equipment shall be used in order to carry out the works:

- Demolition Excavator with various attachments
 - Material handling grapple

- Hydraulic breaker
- Mobile Access Platform
 - Burning guns, nozzles & hoses and LPG fuels
 - Bulk Skips
 - Hand tools
 - Two way radios

Persons to be Employed

The following People shall be employed for the works;

- Site Manager – with First Aid
- Demolition Plant Operator(s)
- Demolition Labourers
- Site Burner

Site Rules

1. All employees should be aware of, respect and adhere to the rules and procedures contained in this policy statement.
2. All employees shall immediately report any unsafe practices or conditions to the relevant authority
3. Any person under the influence of alcohol or any other intoxicating drug, which might impair motor skills or judgement, whether prescribed or otherwise, shall not be allowed on the job.
4. Horseplay, practical joking or any other acts which might jeopardise the health and safety of any other person are forbidden.
5. Any person whose levels of alertness and / or ability are reduced due to illness or fatigue will not be allowed on the job if this might jeopardise the health and safety of that person or any other person.
6. Employees shall not adjust, move or otherwise tamper with any electrical equipment, machinery or air or water lines in a manner not within the scope of their duties, unless instructed to do so by a senior member of staff.
7. All waste materials must be disposed of carefully and in such a way that they do not constitute a hazard to other workers.
8. No worker should undertake a job, which appears to be unsafe.
9. No worker should undertake a job until he or she has received adequate safety instruction and is authorised to carry out the task.

10. All injuries must be reported to the Health, Safety & Environmental Manager or a delegated representative.
11. Employees should take care to ensure that all protective guards and other safety devices are properly fitted and in good working order and shall immediately report any deficiencies to the supervisor or the Director of Safety.
12. Work shall be well planned and supervised to avoid injuries in the handling of heavy materials and while using equipment.
13. No employees should use chemicals without the knowledge required to work with those chemicals safely.
14. Suitable clothing and footwear will be worn at all times. Personal protective equipment shall be worn wherever appropriate.
15. UNDER NO CIRCUMSTANCES MUST MOBILE PHONES BE USED WHILST DRIVING OR OPERATING PLANT OR MACHINERY

Working Environment

1. Work sites must be kept clean and tidy.
2. Any spillage must be cleaned up immediately.
3. Waste materials and rubbish must be removed routinely.
4. All combustible waste materials must be discarded in sealed metal containers.
5. All pits and holes must be covered when not in use and clearly marked with warning signs when in use.

Walkways

1. Walkways and passageways must be kept clear from obstructions at all times.
2. If a walkway or passageway becomes wet it should be clearly marked with warning signs and/or covered with non-slip material.
3. Trailing cables are a trip hazard and should not be left in any passageway.
4. Any change in the floor elevation of any walkway or passageway must be clearly marked.
5. Where objects are stored in or around a passageway, care must be taken to ensure that no long or sharp edges jut out into the passageway in such a way as to constitute a safety hazard.
6. Where a passageway is being used by any vehicles or other moving machinery an alternative route should be used by pedestrians wherever possible. If no alternative route is possible the area should be clearly marked with warning signs.

Plant, Tool & Equipment Maintenance

1. Company machinery and tools are only to be used by qualified and authorised personnel. It is the responsibility of the Site Supervisor to determine who is authorised to use specific tools and equipment.
2. It is the responsibility of all employees to ensure that any tools or equipment they use are in a good and safe condition. Any tools or equipment which is in any way defective must be repaired or replaced.
3. All tools must be properly and safely stored when not in use.
4. No tool should be used without the manufacturers recommended shields, guards or attachments.
5. Approved personal protective equipment must be properly used where appropriate.
6. Persons using machine tools must not wear clothing, jewellery or long hair in such a way as might pose a risk to their or anyone else's safety.
7. Employees are prohibited from using any tool or piece of equipment for any purpose other than its intended purpose.
8. When not in use the plant shall be secured by the removal of ignition key, activation of immobiliser (where fitted) and fitting of anti vandal shutters; small plant items shall be locked away in the site storage container.
9. All equipment is to be serviced in accordance with manufactures recommendations and specifications.

Manual Lifting or Moving

1. Lifting and moving of objects should always be done by mechanical devices rather than manual handling wherever reasonably practicable. The equipment used should be appropriate for the task at hand.
2. The load to be lifted or moved must be inspected for sharp edges, slivers and wet or greasy patches.
3. When lifting or moving a load with sharp or splintered edges gloves must be worn. Gloves should be free from oil, grease or other agents, which might impair grip.
4. The route over which the load is to be lifted or moved should be inspected to ensure that it is free of obstructions or spillage which could cause tripping or spillage.
5. Employees should not attempt to lift or move a load, which is too heavy to manage comfortably.
6. Where team lifting or moving is necessary one person should act as coordinator, giving commands to lift, lower etc.
7. When lifting an object off the ground employees should assume a squatting position, keeping the back straight. The load should be lifted by straightening the knees, not the back. These steps should be reversed for lowering an object to the ground.

METHOD STATEMENT

Generally

All works will be carried out with reference to British Standard BS 6187:2011 - Code of Practice for Demolition Works.

The perimeter of the site will be inspected and any weak points which allow for unauthorised access will be made secure.

The site will be made secure by erecting temporary fencing; this may be incorporated with any existing fencing; access gates will be formed to allow authorised pedestrian and vehicle access to the site; the gates will remain closed when not in use.

Demolition warning signs will be posted to the site perimeter.

The Demolition Supervisor will carry out an initial visual inspection of the working area to locate any discarded syringes and/or sharps establishment period; should any discarded syringes and/or sharps be located, then the items shall be carefully uplifted, using a litter picker to prevent direct contact, and deposited into a sharps safe; the sharps safe is to be disposed of as Clinical Waste to an appropriate disposal outlet; the demolition operatives will keep vigilant and report any subsequent finding to the Demolition Supervisor, for disposal as above;

The Demolition Supervisor will carry out a visual inspection of the area to determine the presence of hazardous materials; subject to the findings of the inspection, separate Method Statements will be drawn up to remove the hazardous materials from site;

Particular care is to be taken during the works, in case of encountering suspected asbestos containing material not previously identified or removed; should any suspect material be discovered, then the area is to be made secure, works in the vicinity stopped and samples taken for analysis; if the sample is confirmed as asbestos containing material, a supplemental Method Statement will be drawn up to cover the safe removal and disposal of same;

Refer to Document EM1 – Asbestos Essentials: ‘What to do if you uncover or damage material that may contain asbestos’

See Appendix 1

Obtain confirmation that all mains services have been disconnected and made safe; any underground services to be maintained must be marked out / clearly identified;

NOTE: DISCONNECTION CERTIFICATES SHOULD NOT BE RELIED ON - ANY UNEXPECTED CABLES / PIPES / SERVICES MUST BE INVESTIGATED

The Designer / Client’s Agent is arranging disconnection of incoming mains services direct with the service Providers. This will be provided within the job pack

In the absence of an analytical report to determine the presence of lead in any paintwork on the site, it is assumed that all paintwork contains lead; appropriate PPE/PRE will be issued to all operatives where there is a risk of release of paint fumes/lead vapours.

Tree Protection

Any trees and/or branches that are found to be overhanging the site boundary of 62-68 Silver Street will be pruned back to the boundary line by a qualified tree surgeon and care will be taken to remove only those branches that are required to move the canopy out of the site to enable demolition to happen without damaging any remaining tree canopies.

Fuel Storage Tanks

The Site Supervisor will undertake a survey of the site to establish the presence (if any) of fuel storage tank and reference will be made to the pre-tender information;

A specialist oil salvage company will be employed to remove any remaining product and clean out the fuel storage tanks, as necessary;

DEMOLITION OF THE BUILDINGS

The Site Supervisor shall give an initial tool box talk to all stripping out operatives covering;

- Weil's Disease
- pigeon guano
- discarded sharps and human waste
- hygiene requirements during stripping out works

Litter pickers and a sharp box will be available on site.

The material will be segregated, as far as reasonable practical, into different waste streams and loaded in to bulk skips for offsite disposal or recovery.

Details of the disposal/recovery routes will be recorded on the site waste management plan.

Where possible all materials will be recycled or re-used.

It is imperative when handling and removal removing materials that full PPE must be worn as detailed above and under no circumstances must food or drinks be consumed outside of the canteen facilities.

All materials detailed above must be disposed of in accordance with current regulations and legislation.

Under no circumstances must waste be allowed to accumulate on site and cause a fire hazard or environmental issues; a scheduled plan of waste removal must be drawn up to coincide with the programme of works

Asbestos containing materials

Asbestos containing materials are expected to be present on the site and are to be abated as part of the demolition works.

A Asbestos Survey Report is currently being carried out.

The none-licensed Asbestos Removal Works will be carried out by Jim Wise demolitions trained and experienced operatives. All operatives will have asbestos awareness, valid Face Fit Tests and non licensed asbestos removal

Demolition Works

Environmental clean and strip out prior to demolition - Where Safe & Practical

The buildings will be environmentally cleaned prior to strip out works.

Demolition Labourers will remove from the buildings and yard areas any waste, loose fittings and fittings, kitchen & bathroom fittings, floor covering, doors & frames, non-structural partitions, suspended ceilings and the like prior to mechanical demolition works.

The material will be segregated, as far as reasonable practical, into different waste streams and loaded in to bulk skips for offsite disposal or recovery.

Where possible all materials will be recycled or re-used.

It is imperative when handling and removal removing materials that full PPE must be worn as detailed above and under no circumstances must food or drinks be consumed outside of the canteen facilities.

All materials detailed above must be disposed of in accordance with current regulations and legislation.

Under no circumstances must waste be allowed to accumulate on site and cause a fire hazard or environmental Issues.

Removal of Asbestos

The asbestos removal will be in two phases which enables a second team to start demolition works.

The phases will clearly be segregated off. Only operatives with non licensed asbestos removal will be allowed to working in the areas where asbestos is present. Only when all asbestos is removed within a phase can demolition works be undertaken.

Operatives wearing FFp3 mask and full overalls will methodically remove the asbestos from the buildings Number 62-68 will have handrail will be erected around the perimeter of the roof, operatives with harness's will the unbolt the corrugated sheets and pass them down to ground level via a scissor lift. The asbestos sheets will then be removed from underneath from the scissor lift, bolt croppers will be used to free the sheets from the steel roof trusses, the sheets will be passed down and put straight into the asbestos skip.

Demolition of Building

Demolition to number 62-68 will be commence with the removal of the steel a frames, an excavator fitted with a rotating grab will lift each a frame working from one gable end to the other, the a frames will then be placed into a metal skip. The excavators will the fold in the brick gables into the buildings footprint in sections working from the top downwards. **NOTE.** The gables near the neighbouring properties must be taken down by hand the scissor lift using breakers. The remaining brick walls will then be demolished by the same process working methodically right to left downwards in 1 meter sections, Banks man will be used at all times. The hardcore will be stockpiled until the end of the works. **A fine mist spray will be used to dampen down dust when demolishing the walls.**

Removal of material from site

The arisings will be removed progressively throughout the contract to avoid any accumulation;

Companies which transport waste must be recorded as a Registered Carrier under Section 3 of the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991 and the Control of Pollution (Amendment) Act 1989;

All forms of asbestos waste are classified as 'Hazardous Waste' and fall within the scope of The Hazardous Waste (England & Wales) Regulations 2009/The List of Waste (England) Regulations 2005;

Under The Hazardous Waste (England & Wales) Regulations 2009/The List of Waste (England) Regulations 2005, the site is required to be registered with the Environment Agency as a producer of Hazardous Waste.

All 'Hazardous Waste' consigned from the site will require a Hazardous Waste Consignment Note – individual consignment notes are required for each load removed from site;

Each consignment note will be uniquely serial numbered for audit purposes;

All wagons leaving the site will be controlled by a Banksman, who will ensure that the footpaths are clear; in the event that mud and/or debris are drawn out on to the highway, this will be immediately cleared away.

Dust Suppression

Throughout the works, attention will be made to the volume of the dust being generated.

A water jetter bowser and fine misting spray hose will be available on site and will be used during the demolition works when debris is falling to ground level.

In periods of dry and windy weather any stockpiles of material that may produce dust will be dampened down.

Completion Works

The site will be visually checked by the Site Supervisor to ensure that the area has been left hazard free and that there are no exposed sudden drops.

A meeting will be arranged on site to agree the completion of any outstanding items and to formally hand over the site to the appointed contractor

Appendix 1

What to Do If You Uncover or Damage Materials That May Contain Asbestos



Health and Safety
Executive

em1

asbestos essentials

Non-licensed tasks

This information will help employers and the self-employed to comply with the Control of Asbestos Regulations 2012.

It is also useful for trade union and employee safety representatives.

Only carry out work if you are properly trained and have the right equipment.

Remember:

- Asbestos fibres can cause lung cancer and lung diseases.
- Check it out before you start work.
- Read the safety checklist on the task sheet.

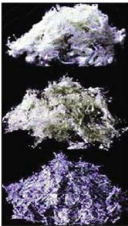
What to do if you uncover or damage materials that may contain asbestos

Equipment and method sheet

What this sheet covers

This sheet shows some examples of where asbestos can be found. A chart describes what to do if you find asbestos materials during a job.

It also applies where asbestos materials get damaged by accident.





There are three 'colours' of asbestos, but you can't tell just by the colour what you have found; it could be mixed with other ingredients which change the appearance.

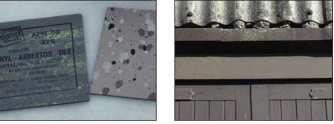





Don't assume there will always be warning signs. There could be undiscovered asbestos in buildings you work on.

Asbestos isn't always obvious. Would you spot an asbestos gasket on an old engine, asbestos cement pipes or an asbestos-containing fuse-board? If you're not sure, the premises owner needs to get it checked out!



Asbestos lagging on an old tank

Asbestos insulating board (AIB) fire surround

These asbestos cement pipes are labelled, so are the tiles, but you might not know until you start to lift them.

There could be sprayed limpet under this asbestos cement (AC) sheeting

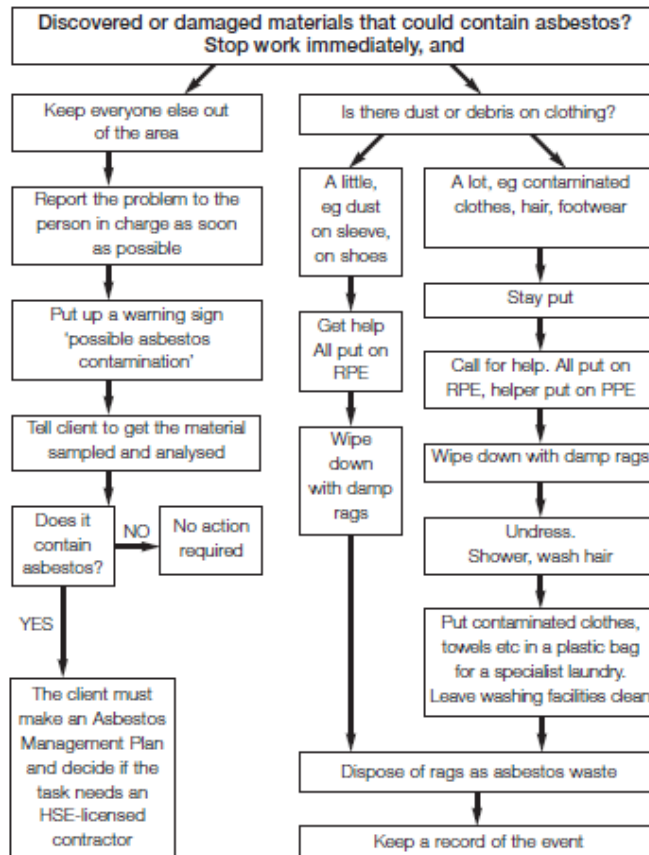
1 of 2 pages



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MORE HELP

- More asbestos pictures - www.hse.gov.uk/asbestos/gallery.htm
- Help to decide if work is licensed - www.hse.gov.uk/asbestos/licensing/index.htm
- For information about health and safety, or to report inconsistencies or inaccuracies in this guidance, visit www.hse.gov.uk/. You can view HSE guidance online or order priced publications from the website. HSE priced publications are also available from bookshops.
- These equipment and method (em) sheets and task (a) sheets can be downloaded free from www.hse.gov.uk/asbestos/essentials/index.htm
- See sheet a0 for details of more guidance.



Procedures

- Stop this work immediately.
- Follow the chart above or do a risk assessment to decide who must do the work - you may need a licensed contractor.
- Minimise the spread of contamination to other areas.
- Keep exposures as low as you can.
- Clean up the contamination.

This guidance is issued by the Health and Safety Executive. Following the guidance is not compulsory and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to this guidance as illustrating good practice.

This document is available at www.hse.gov.uk/asbestos/essentials/index.htm

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Appendix 2

NEAREST ACCIDENT & EMERGENCY HOSPITAL

Royal Berkshire Hospital

Address: Craven Rd, Reading RG1 5AN

Hours:

Open 24 hours

Phone: 0118 322 5111

