DEMOLITION AND CONSTRUCTION METHOD STATEMENT

71-73 CAVERSHAM ROAD, READING RG1 8JA

April 2025

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Demolition and Construction Method Statement

Summary

This Demolition and Construction Method Statement outlines the primary health and safety issues associated with the work on this project. It forms the basis for the overall management and control of site safety throughout the demolition and construction phase. The Method Statement will also inform the Construction Phase Plan, which is a live document that will be regularly reviewed and updated as the project progresses. Consequently, the initial plan may not address all hazards, particularly those expected to arise later in the project.

As the Principal Contractor, we will implement and monitor the Construction Health and Safety Plan throughout the construction phase. We will take reasonable steps to coordinate and ensure cooperation between all contractors involved, ensuring compliance with safety regulations and the requirements outlined in this plan.

During the construction period, we will liaise internally with all relevant stakeholders to ensure effective coordination in our roles as Principal Contractor and Principal Designer. Additionally, we will collaborate on the preparation of the Health and Safety File, which will contain vital safety information pertinent to the use, maintenance, repair, and eventual demolition of the facility once construction is completed.

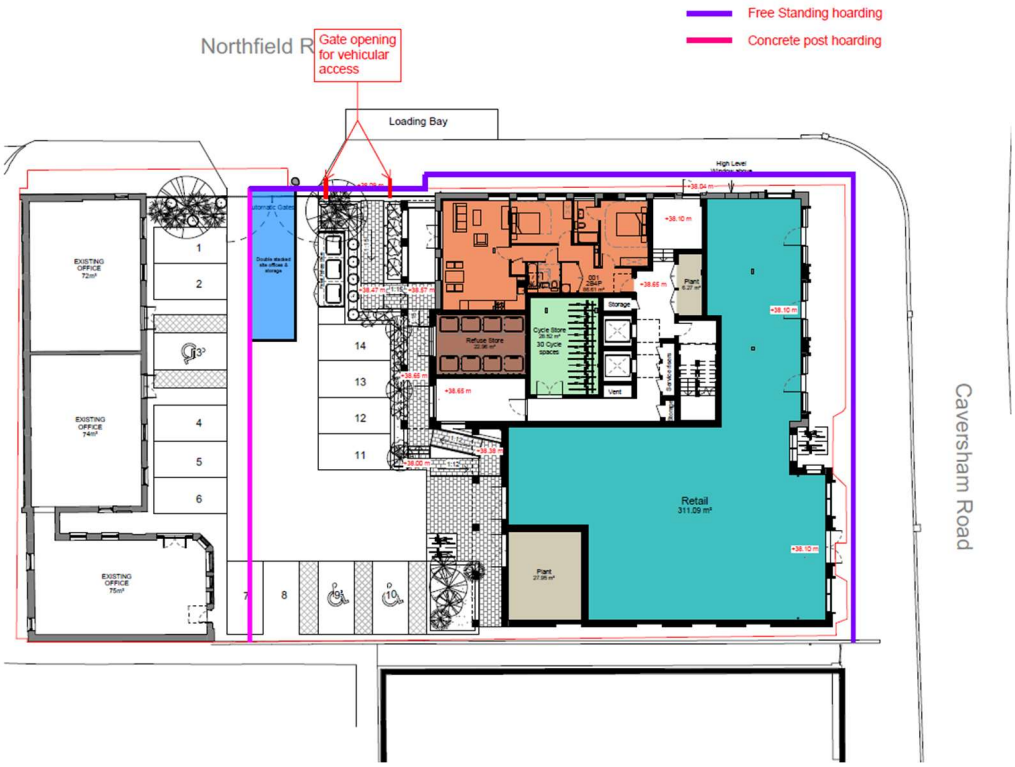
Site Boundary

The site boundary is delineated on the plan below. The site will be enclosed by a solid hoarding around its entire perimeter. This hoarding is designed to maintain safety and security throughout the construction process.

It is important to note that the site perimeter will encroach on several footpaths surrounding the site. Efforts will be made to minimize disruption to pedestrian access, and alternative routes will be clearly marked where necessary.

The hoarding will be constructed in a manner that preserves the aesthetics of the surrounding area as far as possible. Additionally, the hoarding will help to reduce noise levels generated by the construction activities, contributing to a safer and more comfortable environment for both workers and the public.

The entrance gates will open in the direction of the site, ensuring that traffic is directed into the site. This will prevent any disturbance to pedestrians and avoid interference with the operation of the highway.



Site Access and Security

Access to the site will initially be Northfield Road, near the junction with Caversham Road. This access point is subject to change as the project progresses; however, it is expected that access will continue to be from Northfield Road.

Pedestrian access will be clearly separated from vehicular access in accordance with HSG 144, Safe Use of Vehicles on Construction Sites. This separation will help ensure the safety of pedestrians while maintaining the flow of traffic and construction vehicles.

All access points to the site will be security-controlled, with appropriate measures in place to monitor and restrict access to authorized personnel only.

Temporary Road Closures And Stopping-Up Orders

It is anticipated that temporary short-duration road closures and stopping-up orders will be required during the project, particularly during the initial phase of demolition when breaking into the building begins. These closures are likely to affect Northfield Road for a number of hours at the start of the project. We will ensure that all necessary permissions and notifications are in place for these closures.

A detailed traffic management plan will be developed and communicated to all stakeholders in advance, with alternative routes and access arrangements provided to minimize disruption to the public and local traffic flow.

Working Hours

The permitted working hours for the project are as follows:

Monday to Friday: 8:00 am – 6:00 pm
Saturday: 9:00 am – 1:00 pm

A letter will be issued to local residents in advance, informing them of the working hours and any potential impacts. This communication will help ensure that the community is aware of the construction schedule and can plan accordingly.

Protection Of The Public And The Highway

All areas adjacent to the site will be carefully assessed for risks, and appropriate protective measures and controls will be implemented to prevent any risk of falling objects. Where there is the greatest risk, a fan scaffold or crash deck will be installed. Tools used at height will be securely tethered to prevent accidental drops.

Access to the site will be strictly controlled, and both the site perimeter and any scaffolding will be secured to prevent unauthorized access and trespassing.

Site Hoarding And Scaffolding.

The site will be enclosed by a solid hoarding around its entire perimeter. The site perimeter will encroach on several footpaths surrounding the site. In areas where scaffolding encroaches into the street scene, it will be properly wrapped and protected. Where necessary, scaffold will be netted to provide additional protection, and all scaffolding will be subject to statutory inspections to ensure safety throughout the construction process.

Signage/Advertisement During Construction.

The site will be appropriately signed, providing informative details about the project. All signage and advertising will comply with the planning requirements set forth by the local council to ensure it meets regulatory standards and fits with the surrounding environment. As required we will :

- provide site information boards with out of hours contact details, telephone number (for comments/complaints), and information on the works programme, at key locations.
- display notices on site boundaries to warn of hazards on site such as, construction access, etc.
- provide signage to indicate re-routed pedestrian/cycle paths.
- provide information on routes to alternative community facilities.

- display notices confirming that facilities and / or businesses whose access or view may be affected by construction works, remain open with directions for how to access them.

Site Security

Due to the site's location, security will be a top priority. Robust physical barriers will be established around the site, and the building envelope will provide additional security during the early stages of the project. CCTV will be installed in necessary areas to monitor and protect the site throughout the construction phase.

Site lighting

Adequate lighting will be provided across the entire site, particularly in work areas, access routes, and site boundaries, to ensure visibility during low-light conditions or night shifts. All lighting will comply with relevant health and safety regulations, ensuring sufficient illumination without glare or shadows that could pose hazards. Temporary lighting will be installed in areas of active demolition and construction to ensure workers can see clearly and safely perform tasks.

Emergency lighting will be provided along all escape routes and exits to ensure safe evacuation in the event of an emergency. Exit signs will be illuminated at all times, clearly marked to guide personnel safely out of the site in case of an emergency.

Control Measures:

- Lighting will be managed through timers and motion sensors to ensure it is activated only when needed, promoting energy efficiency. The motion sensors will also enhance site security by detecting movement and automatically activating lights when necessary.
- Regular inspections and maintenance will be carried out to ensure all lights are functioning correctly, and any faulty lighting will be repaired or replaced immediately.
- Light spill will be minimized outside the site boundaries, particularly in residential or sensitive areas, to avoid disturbing neighbors and complying with local regulations.

Vehicular Movement and Traffic Management Plan

The site will be subject to a thorough workplace transport risk assessment, with the primary objective of ensuring the safe separation of vehicles and pedestrians. This will be achieved through the use of physical barriers and one-way routes wherever possible.

In areas where full separation cannot be achieved, particularly where vehicles are entering or leaving the site, marshals will be deployed to ensure the safety of pedestrians and effective management of vehicle movements.

The Traffic Management Plan for the site will be developed in accordance with the guidance provided in HSG 144: The Safe Use of Vehicles on Construction Sites, a comprehensive guide for clients, designers, contractors, managers, and workers involved with construction transport. This plan will ensure that all traffic movements are carefully controlled and compliant with health and safety standards.

Fire Assembly Point

The fire assembly point will be located on the opposite side of Northfield Road, in front of the building. This location will be kept under review and may be adjusted depending on the number of personnel on-site at any given time, ensuring that it remains a safe and accessible area for all workers in the event of an

emergency.

DEMOLITION PHASE

General Provisions

The structures to be demolished are of traditional brick construction, featuring steel beams and tiled roofs. The highest structure on-site reaches approximately 11 meters to roof level.

Before any work commences on-site, an asbestos survey will be conducted. If asbestos is found, it will be removed in strict accordance with the guidelines set out in Parts 1, 2, and 3 of BS 8520, ensuring the removal process is carried out safely and in full compliance with all relevant regulations.

All works will be executed in accordance with the permitted working hours established by Reading Borough Council. During the demolition phase, we will follow the guidelines provided in BS 5228: Parts 1 and 2 (1984) and Part 4 (1986) for noise control during construction. We will take all necessary steps to minimize disruption to our neighbors, using noise-reducing methods wherever possible.
Demolition materials will be efficiently removed from the site using skips positioned within the site perimeter throughout the project. This will ensure effective waste management while maintaining site security and safety..

Mandatory Personal Protective Equipment (PPE)
The following PPE will be mandatory for all personnel working on-site:
Hard Hat
Safety Glasses
Sundstrom SR100 or FFP3 Cartridge Mask
High-Visibility Vest
Safety Gloves
Safety Boots

These items must be worn at all times when on-site to ensure the safety and well-being of workers.

Asbestos Survey and Management.

In line with HSG 264, a pre-demolition survey will be carried out for the buildings on-site. Before the survey is undertaken, any existing Asbestos Management Plan will be reviewed to inform the identification of potential asbestos on-site.

A licensed asbestos removal company will be employed to safely remove any identified asbestos before the demolition of the existing building begins. All asbestos removal will be carried out in full compliance with statutory requirements and will be disposed of at registered, licensed waste sites. Upon completion of the asbestos removal, Clean Air Certificates will be provided, as required, to meet Health & Safety regulations and confirm that the area is safe for further work to proceed.

Soft Stripping Operations.

Soft stripping operations will involve the removal of all deleterious materials from the building, including but not limited to doors and frames, carpets, skirting boards, floor coverings, ceilings, floorboards, staircases and plasterboard.

All materials will be sorted at the loading point and placed into awaiting skips for recycling.

Tools to be Utilized
The following tools will be used during the soft stripping operations:
Crow bars
Mattocks
Shovels
Brushes
Sledgehammers
Wheelbarrows
Electric breakers (110 volts)

Labour
The workforce for the soft stripping phase will include:
1 Site Manager
1 Licensed Machine Operator
4 Demolition Operatives

Methodology
Each floor area of the building will contain some or all of the materials identified above. The contents of the building, including loose materials, will be removed and carried to the bins. Materials will be sorted for loading, either using 360-degree excavators fitted with selector grabs or loaded manually, as far as reasonably practicable. The most environmentally compliant and economically viable disposal methods will be selected.

Fixed materials will be removed using hand tools such as crowbars and sledgehammers by wedging and prizing the fixtures from walls and partitions. Eye protection will be worn during this operation to protect from potential splinters or shards.

Floor coverings will be removed, ensuring that any sharp objects are cleared away. In the event that coverings are stuck or cannot be removed, they will remain in place until the demolition phase, where demolition plant will remove the coverings mechanically. Drop zones will be segregated from the rest of the site by Heras-type fencing, with warning signs posted indicating "Men Working Above" and "Strictly No Access to Unauthorized Personnel."

Soft stripping will be considered complete once all deleterious materials have been removed to the extent reasonably practicable. Any remaining materials will be removed during the structural demolition phase.

Demolition of Structures

The demolition of the structures will be carried out within controlled areas, segregated by a combination of solid panelled hoarding and Heras-type fencing. Access will be monitored by banksmen. Only the machine operator and the machine will be allowed inside the debris area and the buffer zone. The buildings will be demolished using a hydraulic excavator set to demolition specifications, fitted with specialist demolition attachments. The demolition will proceed by progressive fragmentation.
The collapse of the building will be managed by causing the load-bearing sections to fail and collapse within the footprint of the building, allowing for controlled overspill within the fenced area. The demolition driver will be an experienced operative, suitably qualified to perform demolition in a controlled manner, section by section.
Each section of the building will be demolished, with arising materials sorted and loaded into skips as required. Materials to be handled will include concrete, brick, block, timber roof sections, steel RSJs, and mechanical and electrical (M&E) components

Hold Point
While operatives are working within the slew radius of the machines, the banksman will stop the machine

or relocate it to another area while hand picking operations are in progress. Steel RSJs and M&E components will be removed mechanically, processed to fit skip sizes, and loaded into awaiting skips for recycling.
Upon completion of the demolition of the structures and the sorting and loading of arising materials, the floor slabs will be lifted, broken down, and processed for crushing. Due to the undulating surface of the site, any voids created during slab removal will be backfilled with selected demolition arising material until crushed material can be used to backfill the voids.

Slabs
Once the building structures have been removed, and deleterious materials and scrap processed, the slabs will be removed. The slabs may require perforating with a hydraulic hammer, but this operation will be kept to a minimum to reduce noise and vibration to the lowest possible levels. Slabs will be broken down to a size suitable for the bucket and transported off-site by 8-wheeled tippers.
Foundations will be pulled up by the excavator and removed by 8-wheeled tippers. Any voids left will be backfilled to prevent open excavations, reducing the risk of collapse or accidental falls. If the voids are left open temporarily, they will be demarcated with fencing until backfilling can begin.

Hot Work
All reasonable steps will be taken to prevent fires, especially during hot works involving the use of naked flames or intense heat. A Hot Work Permit system will be enforced for any works of this nature. All combustible materials will be cleared from the work area, and fire extinguishers will be placed nearby. Hot works will cease one hour before the end of the working day, and the area will be thoroughly checked for potential fire hazards before leaving the site.
If necessary, fire blankets will be used to protect timber materials. Oxygen and propane bottles will be stored outside in a lockable cage, with the storage location marked on the site plan

Environmental Impact

Noise.
To minimize noise emissions and disturbances during the deconstruction process, the following measures will be implemented as far as reasonably practicable:

- Noisy working hours will be strictly adhered to.
- Site operatives will utilize two-way radios for communication, if required, to minimize noise from shouting or other loud communication.
- Cutting operations will be carried out using reciprocating saws or hot cutting methods, avoiding the use of powered wheel saws where possible.
- Concrete structures will be broken out using munchers, crackers, or hydraulic hammers. Breaking will be minimized to reduce noise.
- Loading of lorries will be performed by emptying the bucket as close to the floor of the lorry as possible, laying a bed to soften impact and reduce noise.
- General site plant will be modern, silenced, and designed to minimize noise emissions as far as reasonably practicable.
- Site management will continuously monitor the work, performing noise assessments and boundary noise monitoring. Noise levels will be recorded as the work progresses.
- The target boundary noise level during noisy working hours will be between 75 to 82 decibels, making allowance for ambient traffic noise in the vicinity of the site.

Dust.
Demolition and soft stripping operations will inevitably generate dust from the work face. The following measures will be implemented to control dust and prevent it from migrating outside the site boundaries:

- A mains water supply will be installed to provide sufficient water for dust suppression. A temporary supply will also be set up if necessary.
- Standard hoses with adjustable heads will be used for either fine mist spraying or direct application of water, depending on the need.
- During soft stripping operations, water spray will be applied to the materials being stripped to dampen them down and reduce dust generation.
- Waste materials will be moved from the upper floors to the ground floor via the drop zone, with fine spray applied to the drop zone if necessary to control dust.
- Once on the ground floor, materials will be handled by either a standard demolition excavator or skid steer front loader.
- Drainage systems within the working area will be equipped with filtration systems, which will be regularly checked and cleaned.
- During the movement of hardcore and concrete materials, fine water spray will be used to mitigate dust release.

Vibration.
Deconstruction of the structure will be carried out using standard demolition excavators equipped with selected attachments to minimize vibration. All breaking operations will take place during the noisy working hours of **08:00 – 18:00** Monday to Friday and **09:00 – 13:00** on Saturdays.

Vibration transmitted through the site to surrounding properties is not considered a significant concern based on the methods and equipment used.

Pest Control Measures
To ensure a pest-free environment and protect the health and safety of workers, we will implement the following pest control measures during the demolition and construction phases of our project:

- Conduct a comprehensive pest inspection before demolition begins to identify any existing infestations or potential risk areas.
- Seal any cracks, gaps, or openings in the building's structure to prevent pests from entering during demolition and construction.
- Use temporary barriers, netting, or fencing where necessary to deter pests from accessing the site.
- Remove construction debris, including scrap wood, trash, and food waste, promptly to minimize food sources and nesting areas for pests.
- Set up rodent and insect traps in strategic locations around the site to monitor and detect any pest activity early on.
- Redundant drains and sewers will be grubbed out and the connection with the sewer effectively sealed.
- Live sewer connections will be appropriately sealed and capped while construction works are in progress to prevent rat egress from the sewers.
- Apply pesticides in high-risk areas such as foundations, walls, and other places where pests are likely to take shelter, in accordance with safety standards to avoid environmental contamination.
- Work with licensed pest control experts to assess the site periodically and implement any necessary treatments for pest control.

- After construction is completed, we will conduct a final inspection of the site to ensure there are no pest issues in the newly constructed areas.
- Establish ongoing maintenance and pest control practices to prevent future infestations in the completed structure.

By implementing these measures, we will not only protect the site from pests but also maintain a safe, clean, and secure environment for workers and the surrounding community throughout the demolition and construction phases.

CONSTRUCTION PHASE

General Provisions

The construction phase is critical to the successful delivery of our project. It is essential to consider and implement all required actions to maintain safety, quality, and efficiency while minimizing disruptions to the surrounding community and environment.

All works will be executed in accordance with the permitted working hours established by Reading Borough Council. As required, we will ensure that all construction activities comply with local regulations, including site safety protocols, traffic management plans, environmental protection measures, and communication with the local community. Additionally, we will maintain the necessary permits, provide adequate signage, manage vehicle access and material deliveries efficiently, and maintain a secure and clean site throughout the construction phase.

Vehicular Access and Material Delivery Arrangements

By thoroughly considering all aspects of vehicular access and material delivery, the construction phase will run smoothly, with minimal impact on the surrounding community and a high level of efficiency on-site. Properly planned access and delivery schedules help reduce traffic congestion, maintain safe pedestrian routes and mitigate the risk associated with the construction traffic. As required we will provide:

- Clear, well-marked access points for all construction-related traffic, including delivery trucks, workers' vehicles, and emergency vehicles. These access points will be designed to minimize disruption to local roads and pedestrian paths.
- Alternate routes for pedestrians and cyclists to avoid potential hazards from construction vehicles. Temporary walkways or barriers may be put in place for safety.
- Deliveries schedule to ensure that materials arrive just-in-time and are offloaded quickly to avoid long waiting periods or congestion on the access roads.
- A designated area on-site for offloading materials. This will be a cleared and prepared space where trucks can unload without blocking access routes or pedestrian walkways.
- En effective organization system for unloading and storing materials in a manner that avoids cluttering the site. Bulk materials (e.g., concrete, gravel, etc.) will be stored in areas that are easily accessible to minimize delays during their use.
- Cranes or hoists for large and heavy materials, to unload materials directly into the required areas, reducing the need for extensive movement of materials across the site.
- Inspection prior to entering the site for all delivery vehicles to ensure they meet safety and environmental standards. Vehicles with visible damage, leaks, or excessive noise will be prohibited from accessing the site.
- Measures to prevent waste, debris, or material spillage during deliveries. Any spilled material will

be cleaned up immediately to prevent hazards to workers, visitors, or the public.

- Regular checks to ensure that construction traffic does not cause damage to local roads. Temporary road repairs will be made if needed to maintain road safety and prevent long-term wear.

Transporting and parking of the workforce

To facilitate smooth transportation and efficient parking for the workforce during the construction phase, the following measures will be implemented:

- If public transport is not easily accessible, we will provide shuttle buses or vans for workers to and from the construction site to reduce the number of private vehicles.
- Dedicated parking zones will be established for workforce and visitors vehicles, separate from material storage and construction zones, to ensure safety and avoid site congestion.
- Dedicated parking zones will be situated within the site boundaries, ensuring that parking on the public highway is strictly avoided at all times. This arrangement is in full compliance with the Council's guidance regarding Activities on the Public Highway.
- Parking will be organized to ensure clear pathways for emergency vehicles and to avoid any hindrance to the construction process.
- Clear signage will be displayed to guide workers to designated parking areas and ensure safe routes for walking from parking lots to work areas.
- Parking areas and routes will be regularly monitored to ensure compliance with safety standards and avoid unauthorized parking.
- Whenever possible, we will prioritize the use of energy-efficient or low-emission vehicles to reduce the environmental impact of workforce transport.

These arrangements ensure the workforce and visitors can access the site efficiently while maintaining safety, minimizing disruption, and adhering to environmental best practices.

Traffic management and Avoidance of Congestion

To ensure smooth traffic flow and avoid congestion during the construction phase, we will implement a comprehensive Traffic Management Plan (TMP) designed to manage construction-related traffic and minimize disruption to local roads and highways. The plan will focus on effective traffic control, clear communication, and coordination with local authorities.

We will work closely with local transportation and highway authorities to ensure that our traffic management plan aligns with existing traffic rules and regulations. Any changes to road usage, such as closures or detours, will be pre-approved and communicated. Where lane reductions are unavoidable, we will keep them to a minimum and only during off-peak times. We will also implement traffic control devices, such as barriers or cones, to direct traffic safely around the construction area.

Signs warning of roadwork, detours, or lane reductions will be placed well in advance of the construction site. These signs will include information about alternative routes and expected delays. Notices will be sent out to the local community, residents, and businesses, informing them of potential road disruptions, expected construction timelines, and alternative routes for affected traffic. Information will be shared via local newspapers, websites, or public announcements.

Environmental Impact

To minimize the environmental impact of the construction phase, we will adopt a series of proactive measures aimed at protecting air, water, soil, and biodiversity while ensuring compliance with all environmental regulations. Below are the key strategies and measures we will implement:

Air Quality and Dust Control

- To control dust emissions from construction activities, we will use water sprays or dust suppressants on-site, particularly during excavation, demolition, or material handling. This will reduce airborne dust particles that can affect air quality and nearby communities**.**
- All loose materials (e.g., sand, gravel, and cement) will be stored in covered areas to prevent dust from being released into the air.
- We will establish wheel wash stations near the site entrance for all construction vehicles to prevent dirt and debris from being carried onto local roads, reducing the potential for airborne dust.
- Use low-emission machinery, vehicles, and equipment. Ensure that all construction vehicles comply with environmental standards for exhaust emissions.
- Control vehicle speed on-site to reduce dust generation and ensure safe movement of vehicles through the construction site.
- The site will be regularly swept and maintained to prevent the accumulation of dust and debris.

Noise Mitigation

- Noisy activities such as heavy machinery operation, demolition, or piling will be scheduled during off-peak hours (e.g., weekdays between 8 AM and 6 PM) to minimize disruptions to nearby residents and businesses.
- Temporary noise barriers or acoustic screens will be erected around particularly loud operations to reduce sound transmission to surrounding areas.
- All machinery and equipment will be regularly maintained to ensure they operate at optimal efficiency, minimizing excessive noise caused by mechanical failures.
- Where possible, quieter construction equipment will be used to reduce noise pollution during operations.
- Site management will continuously monitor the work, performing noise assessments and boundary noise monitoring. Noise levels will be recorded as the work progresses.
- The target boundary noise level during noisy working hours will be between 75 to 82 decibels, making allowance for ambient traffic noise in the vicinity of the site.

Waste Management

- Implement waste segregation systems on-site, separating materials into categories (e.g., recyclable, non-recyclable, hazardous, construction debris) to reduce contamination and facilitate recycling.
- Establish recycling facilities to process materials such as metals, plastics, and concrete. Recycle waste materials like scrap wood, scrap metal, and old concrete to reduce landfill usage.
- Order materials in precise quantities to avoid surplus and over-ordering. Use prefabricated materials where feasible to reduce waste generated on-site.
- Ensure that hazardous waste (e.g., asbestos, solvents, paints, oils) is handled and disposed of in accordance with local environmental regulations and safety standards.
- Ensure that construction debris (e.g., concrete, drywall, wood) is recycled or disposed of at

certified waste management facilities, reducing the amount of waste sent to landfills.

- Monitor and record waste generation and disposal practices, regularly reviewing waste reduction strategies to improve sustainability.

Ecology Management

- Work with ecologists and environmental regulators to ensure that all ecological management measures meet local regulations and best practices.
- Develop a plan for managing invasive plant and animal species that may be present on the site, removing them as needed before construction begins.
- Protect mature trees and important vegetation by establishing tree protection zones around them. Where tree removal is unavoidable, we will consider transplanting or relocating the trees if feasible.
- Avoid construction activities during sensitive breeding seasons (spring/summer) for bird species. We will carry out nesting bird surveys and relocate nests if necessary.
- Install bird-friendly measures, such as nesting boxes or swift bricks as required by local wildlife regulations.
- If bat roosts are identified, we will take all necessary precautions to avoid disturbing them during the construction process. Additionally, we will explore the option of installing bat houses to facilitate the safe relocation.
- After construction we will rehabilitate the disturbed areas by planting native vegetation, or restoring wetlands. We will ensure that ecological restoration efforts mimic natural conditions.

Health and Safety Consideration

Health and safety considerations during the construction phase are crucial to protect workers, contractors, visitors, and the surrounding community. We will implementing robust safety protocols ensures compliance with legal requirements, minimizes risks, and promotes a safe working environment.

The following health and safety measures will be strictly adhered to throughout the construction period:

- Appoint a qualified Health and Safety Officer to oversee safety on-site, ensuring that all safety protocols are followed and workers receive appropriate training.
- Provide safety inductions for all workers and contractors before they begin work on-site. This induction will include site-specific hazards, safety protocols, emergency procedures, and the proper use of PPE.
- Conduct thorough risk assessments for all construction activities to identify potential hazards such as falling, electrical hazards, machinery accidents, and exposure to hazardous materials.
- All workers and contractors will be required to wear the appropriate personal protective equipment (PPE) at all times, ensuring optimal protection for the head, hands, eyes, hearing, and other areas as necessary, in accordance with the specific tasks being performed.
- Provide training on how to correctly use, maintain, and inspect PPE to ensure its effectiveness.
- Develop and communicate an emergency evacuation plan in the event of a fire, ensuring that workers know the nearest exits and assembly points. We will ensure that fire extinguishers, fire

blankets, and other fire safety equipment are readily available and regularly maintained.

- Hold regular toolbox talks to review specific tasks, hazards, and safety measures for upcoming activities.
- Fully stocked first aid kits will be readily available on-site, with a sufficient supply of bandages, antiseptic, pain relief, and other basic medical supplies. The kits will be regularly checked and replenished as needed.
- Provide clean, comfortable, and sheltered rest areas where workers can take breaks away from construction activities. These areas will be equipped with seating, suitable lighting, and facilities for food storage.
- Sufficient and easily accessible toilet facilities will be provided on-site, with one toilet for every 7 to 10 workers. These will be clean, well-maintained, and equipped with necessary sanitary items (e.g., toilet paper, soap, and handwashing facilities).
- Fresh and potable drinking water will be available at convenient locations throughout the site. Water dispensers or refillable water stations will be clearly marked and easily accessible to all workers.
- Promote mental well-being by offering support resources, providing access to counseling services, and encouraging workers to take regular breaks to reduce stress and fatigue.

Communications with communities

Managing the impact on the local community will be a priority throughout the project. The following measures will be implemented to ensure that neighbors and site users are well-informed and that the site operates in a considerate and respectful manner:

- Circulating newsletters with up-to-date information about the project and upcoming operations.
- Providing banksmen to assist with vehicles exiting the site, ensuring smooth traffic flow and safety.
- Ensuring that the workforce is polite, courteous, and considerate of the community at all times.
- Recording and investigating complaints promptly, and taking remedial action as necessary.
- Keeping the site clean and tidy to reduce visual impact and maintain safety.
- Strict adherence to the permitted working hours to minimize disruption to the local community.
- Ensuring that all dust, noise, and vibration control measures are implemented effectively.

APPENDIX A

Programme Outline

1. **Start Date/ Mobilization –** March 2025

2. **Strip Out & Demolition –** March – April 2025

3. **Construction -** April 2025 – January 2027

4. **Fit-out Works -** January 2027 – May 2027

5. **Completion -** June 2027

APPENDIX B

Site Layout

All site perimeter will be hoarded by 2.4m high hoarding – constructed of 18mm ply with timber sub-frame and fixed to ground with 4x4 timber posts in 1ft deep concrete foundation. The entrance gate will be opened into the site direction to avoid the pedestrians disturbance and highway operation. Parking is strictly restricted to the designated boundaries of the site. Parking on public roads or outside the specified parking areas is prohibited at all times

Red location point – Fire Assembly
Green location point – Site Office and Welfare
Blue location point – Site Material Storage
White location point – Parking Area
Light blue location point – Wheel Washing point

Deliveries will be from Northfield Road area to left of site setup.
4 parking spots available for tradesmen.

Emergency Contact details will be posted on the site noticeboard and site office.

APPENDIX C

References:

The main body of this document references a number of standards, codes of practice, rules, and regulations.

For convenience, these references have been listed below, all of which are accessible via the internet. It is important to note that this list is not exhaustive or comprehensive, and it remains the responsibility of each party involved to identify and adhere to the current legislation and relevant recommendations that must be implemented.

- Schedule 9, Part I or Part II of Section 62 the Wildlife and Countryside Act 1981
- BS 5837 Trees in Relation to Design Demolition and Construction Recommendations
- BS 3998: Tree works
- BS 4428 Code of practice for general landscape operations
- UK Forestry Standard
- UK Woodland Assurance Standard.
- EA Groundwater protection: Principles and practice (GP3)
- Control of Pollution (Oil Storage) (England) Regulations 2001
- EA Pollution Prevention Guidelines 2
- Sections 61 & 72 of the Control of Pollution Act 1974 and Section 79 of the Environmental Protection Act 1990
- European Commission Directive 2000/14/EC transposed into UK Statutory Instrument 2001/1701
- BS 5228 Code of practice for noise and vibration control on construction and open sites
- BS 7385 Parts 1 and 2
- BS 7385-2 Evaluation and measurement for vibration in buildings
- BS 6472- 1 Guide to evaluation of human exposure to vibration in buildings – Vibration sources other than blasting, 2008, Guide to damage levels from ground borne vibration, 1993
- Control of Pollution Act 1974
- IAQM Guidance (follow the IAQM methodology)
- Environmental Protection Act 1990
- Euro VI emission standards
- European Emission Standards pursuant to the EC Directive 98/69/EC
- BS 10175:2011 Investigation of potentially contaminated sites. Code of practice;
- BS 5930:1999 & A2: 2010 Code of practice for site investigations
- Site Waste Management Regulations 2008
- Waste (England and Wales) Regulations 2011
- CLAIRE Definition of Waste: Development Industry Code of Practice
- Greater London Archaeology Advisory Service
- Sites and Monuments Records (SMR)
- Government's Planning Policy Statement 5 (PPS5)
- Section 61 of the Control of Pollution Act 1974
- Section 14 of the Road Traffic Regulation Act 1984.
- Chapter 8 of the Traffic Signs Manual
- Equalities Act 2010
- Fire Prevention on Construction Sites
- National Planning Policy Framework (NPPF) (2012)