

Façade Demolition & Construction Plan

Abbey Gardens, Reading



Preparation & Control Process

Prepared by: _____ Date: _____

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Reviewed by: _____ Date: _____

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Addendums

1. Site logistic plan
2. Mast climber and scaffolding plan

Project Overview

1.1 Project Notification (HSE F10)

The F10 notifying the project to the Health & Safety Executive (HSE) will be displayed at the entrance to the site, in the site offices and on the site health and safety notice board (when applicable).

1.2 Project Location

The site is located in a predominantly non-residential area of Reading. The site is on the corner of Abbey Street and Kings Road. The River Kennet passes the site on the eastern boundary.



Figure 1 : Site Location

1.3 Project Description

The works involve the removal of the existing glass and aluminium façade and reinstatement of the façade with a brick slip and window infill.

The works are part of a wider project that involve the conversion of the existing office building into residential apartments. The existing building is formed of three cores referred to as north, central and south within this document. The building has a basement, lower ground floor and ranges between 5 and 8 storeys across its cores increasing in height towards the south.

The works consist of stripping out the existing building, remodelling access and egress routes to the MoJ area together with the fitting out of the new apartments within the existing building shell.

1.4 Legislation

The project will adhere to all appropriate legislation throughout the course of the works including but not limited to:

- Environmental Protection Act 1990 Section 80
- The Control of Pollution Act 1974 Part IV
- The Clean Air Act 1993
- Control of Asbestos Regulations 2012
- The Control of Noise at Works Regulations
- BS 6187:2011 Code of practice for full and partial demolition
- The Health and Safety at Work etc. Act 1974
- Hazardous Waste Regulations 2007

1.5 Licenses / Permissions

There will be a number of licences / permissions required to allow the works to be carried out in the manner set out within this document. Meetings and discussions have already taken place with respect to the same with Reading Borough Council (RBC).

A Temporary Traffic Restriction Order (TTRO) has been granted by RBC for the suspension of parking bays to Abbey Street, the closure of Abbey Street to form the site compound and the closure of the Public Right of Way (PRoW) through the site. This TTRO has been put in place as follows:

- Suspension of parking bays to Abbey Street effective from the 5th January 2026 for 18 months
- Closure of Abbey Street to form the site compound effective from the 1st June 2026 for 12 months
- Closure of the PRow through the site from the 1st June 2026 effective for 6 months.

A hoarding licence will be required and will be applied for at the appropriate time prior to erecting any hoarding outside the site boundary. The hoarding proposal in the site logistics plan within this document has been discussed with RBC Highways Department and agreed in principle.

A crane licence will be required and will be applied for at the appropriate time prior to using any crane on site. This has been discussed with RBC Highways Department and agreed in principle as per the proposals set out in this document.

1.6 Trees

There are a number of trees around the site including those under Tree Protection Orders as identified below.

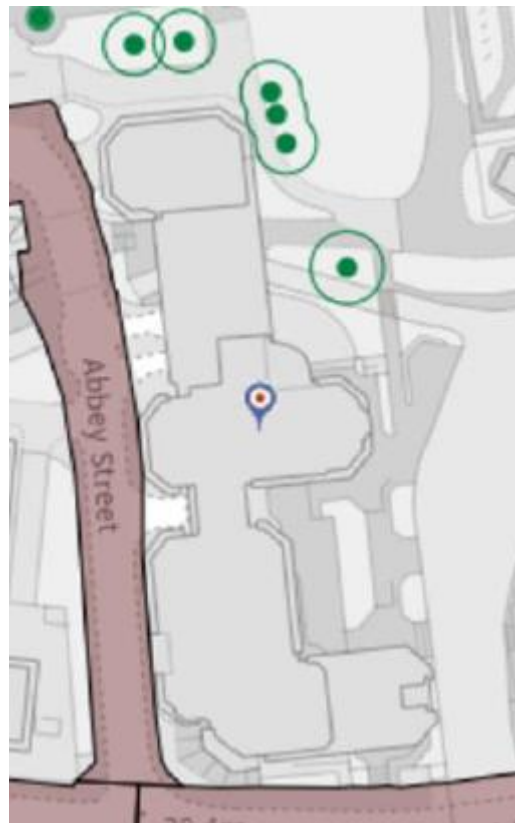


Figure 2 : Trees with Protection Orders

In order to carry out the façade works, there needs to be clear access around the building of 2m from the façade.

We have already agreed with RBC Natural Environment Officer, Sarah Hanson, that the pruning of the trees is required and accepted. The required trees were pruned on the 14th January 2026 by a suitably competent tree surgeon.

Should any further works be required, these will be done by agreement with RBC Natural Environment Officer and any necessary permissions for trees subject to a Tree Protection Order (TPO) will be sought should this be required.

2.0 Parking

2.1 MoJ Staff

The MoJ Staff will continue to have the use of the existing car park at lower ground level.

2.2 Site Personnel, Operatives and Site Visitors

All persons attending site will be encouraged to use public transport wherever possible. There will be a limited number of parking spaces available on site in the basement for site management and visitors.

Site operatives will be advised to use one of the town centre car parks should they not be able to travel to site on public transport.

2.3 Delivery Vehicles

Delivery vehicles will access the site via Kings Road. They will turn right into Abbey Street.

Smaller delivery vehicles will park in an allocated suspended bay on Abbey Street. Larger delivery vehicles requiring a forklift and/or crane to off load will park within the site compound on Abbey Street.

All large delivery vehicles will be supported by a Traffic Marshall / Banksman who will supervise the safe unloading of the vehicle within the site compound.

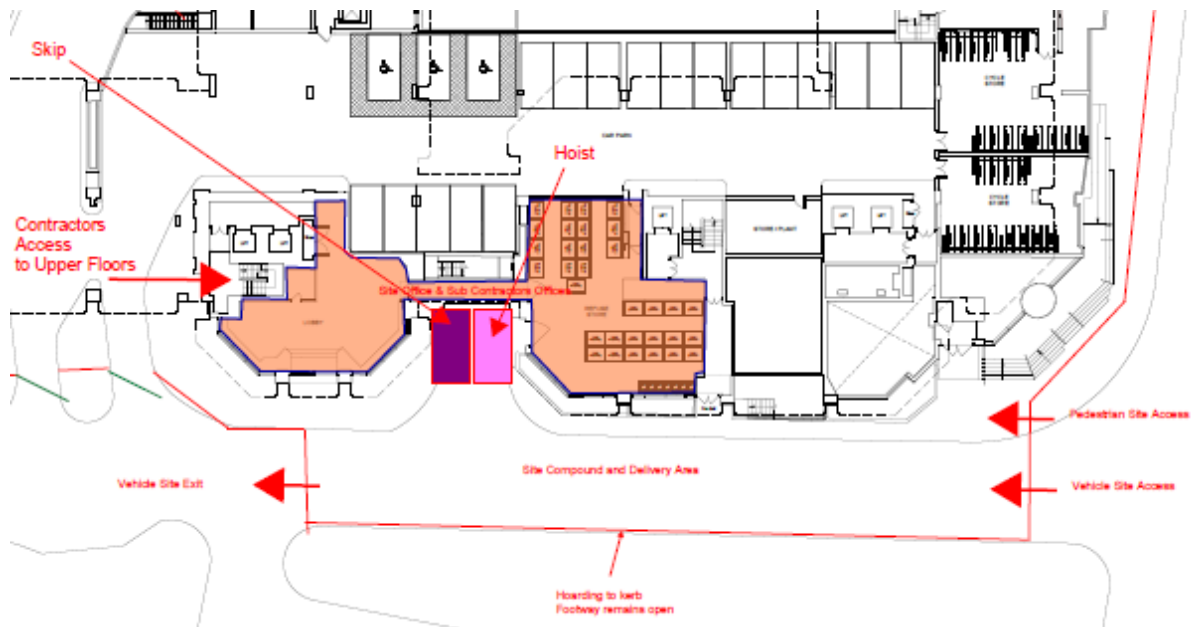


Figure 3 : Site Delivery Plan on Abbey Street

3.0 Loading & Unloading

The primary loading and unloading zone will be off Abbey Street. A site compound will be formed by closing a section of Abbey Street. This will allow for safe unloading and distribution of materials by having separation between the site and the public.

A materials hoist will be located within the compound area to allow the prompt and efficient distribution of materials and plant onto the floors. This ensures limit materials are stored on the ground within the compound.

A forklift, crane and / or pallet trucks will be used for material and plant unloading and distribution.

There will be a 40ft roll on roll off (RoRo) skip located next to the hoist. This can be delivered to site provided the bays opposite are suspended as proposed. The benefit of this is it reduces the number of vehicle movements required if smaller skips are used.

There will be a secondary delivery location to rear of the site primarily for a small skip. This is to reduce the travel distance for taking rubbish from the river side of the site to a suitable disposal point.

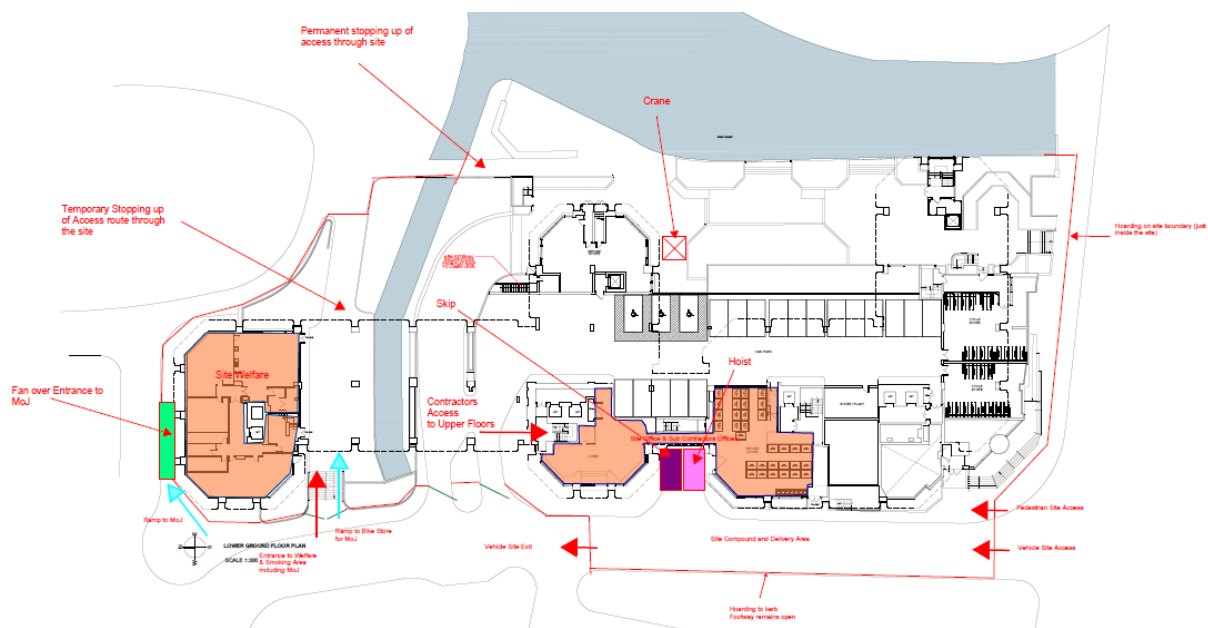


Figure 4 : Site Logistics Plan

4.0 Storage Facilities

It is intended that materials and plant will be delivered to site and immediately distributed to the required locations by the hoist and/or crane.

Where materials need to be stored prior to their distribution, they will be stored in the compound and/or basement car park.

The site forklift will be parked in the basement car park / compound when not in use.

Any fuel stored on site will be in a location bunded to 110% of their capacity. All re-fuelling will be undertaken in a designated location.

5.0 Site Offices & Accommodation

The existing building will provide all site office, welfare and accommodation requirements thus negating the need for any cabins or huts.

The site management office and the sub-contractors offices will be located in the central core and accessed via Abbey Street. This allows the requisite management to be easily accessible and visible to persons arriving at the site.

The welfare facilities which will include toilets, drying room and canteen will be located on the lower ground floor of the north core. These are accessed via the existing steps off Abbey Street.

The designated site smoking area will be in the open space on the lower ground floor immediately in front of the welfare accommodation. There will be no smoking allowed by site personnel on the paths immediately around the site.

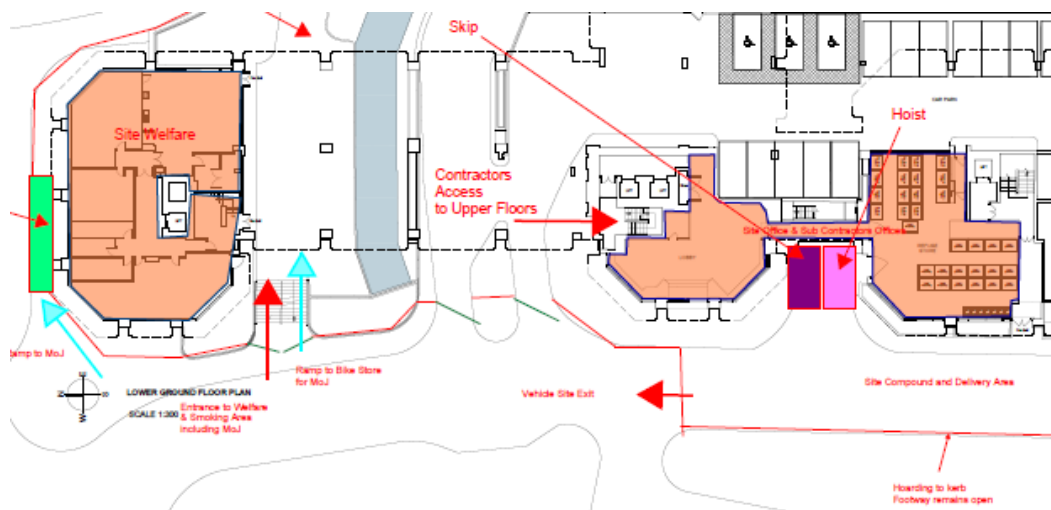


Figure 5 : Site Offices & Welfare

6.0 Hoarding

There will be a 2.4m high hoarding to all street facing boundaries of the site. This will be support by posts either cast into the ground or where possible in a kentledge stand.

The hoarding where will be to the back edge of the public footpath. Save for the areas to the northeast corner of the site which will be on Chestnut Walk and those forming the compound.

The hoarding will be painted on all public facing fronts. The hoarding will be washed down as required and any graffiti removed / painted over should the need arise.

Hoarding licences will be applied for prior to erecting hoardings on locations outside of the site boundary.

7.0 Security

During site operational hours, personnel will access the site via a face recognition activated turnstile. This will prevent any members of the general public accessing the site. The vehicle gates will be locked unless in use when they will be manned by the Gateman / Delivery Marshall.

Outside of site operational hours, the site will be monitored by CCTV linked to a centralised control station. Any unexpected movement on site outside of set working hours will activate a patrolled response to the site.

8.0 Wheel Washing

Given that there is no groundwork activities associated with the works and that no delivery vehicle leaves the public highway and accesses the site, there is no risk of any mud or substances leaving the site and being deposited on the public highway.

As such, there is no need for a wheel wash facility on site.

9.0 Dust & Airborne Pollutants Control

The nature of the works is the removal of the existing façade and reinstatement with the new proposed façade.

The existing façade consists of glass and aluminium and as such, its removal will not typically generate dust or airborne pollutants. The reinstatement of the façade is by SFS, insulation and brick slips with integral windows. These works too will be of limited cause of dust or airborne pollutants.

The façade removal will be carried out by bay per floor with the installation of the SFS and cement board happening immediately thereafter. This reduces the time the building façade is open and by its nature controls the dust and airborne pollutants from escaping from the site.

In addition, with all materials being stored either in the basement or on the floors where it is being utilised, there is little risk of dust or airborne pollutants arising from stored materials.

In order to ensure dust or airborne pollutants do not escape from skips and/or from the packing of the skips. Where necessary, the materials will be dampened down as they are loaded into the skips so as to trap any dust or airborne pollutants from escaping.

Notwithstanding the above, the operating practices on the project in respect of dust and airborne pollutants will be as follows:

- All reasonable measures to avoid creating a dust and airborne pollutants nuisance. Visual dust and airborne pollutant monitoring will be carried out with mitigation by water spraying as necessary. When dealing with dust and airborne pollutant management on site, will observe the following hierarchy:
 - Prevention
 - Suppression
 - Containment
- Burning of materials on site will not be permitted.
- Dust and airborne pollutant pollution will be minimised during demolition by screening methods suitable to the construction and site constraints.
- A dust and airborne pollutant suppression system will be operated where necessary to minimise dust and airborne pollutant transfer into neighbouring premises.
- Damping down measures will be undertaken on site.
- Telehandler will have a water assisted powered road sweeper, to maintain site compound and access and egress route.

- Provision of wheel wash facilities will be provided as deemed necessary where for instance doing groundworks in poor weather conditions.
- Waste removal will be segregated; these companies are local to the site and are fully certified.
- Skips will be dampened down as required and if being retained on site, will be covered to prevent windborne dust.
- The highways pavement and site compound will be regularly swept.
- Toolbox Talks will be undertaken with site personnel to ensure they have a clear understanding of the management of dust and airborne pollutants.

10.0 Noise Mitigation

There are no structural alterations required as part of the façade replacement works, as such there will be limited noise arising from these construction activities over and above the use of standard drills and hand tools.

The MoJ have offices on the ground and 1st floors of the north block, and they are the closest receptor to consider with regards to noise. Their working hours are outside those of standard offices given the nature of the Probation Services works. The other buildings abutting the site are non-residential. There are already pre-agreed noisy working times with the MoJ that have been in place whilst we have carried out modification works to their areas, these will continue for the façade works.

Notwithstanding the above, the operating practices on the project in respect of noise will be as follows:

- Identify any activities that will produce high levels of noise and ensure measures are taken to reduce the noise to a minimum, such as relocating plant, timing of works, shielding etc.
- Ensure that all the relevant information in respect of noisy works and controls is obtained and discussed with contractors and operatives prior to commencement on site.
- Where practical, ensure noisy works are situated as far as possible from noise sensitive buildings / neighbours.
- Vehicles and mechanical plant to be fitted with effective exhaust silencers to minimise noise emissions in accordance with manufacturers recommendations.
- Machines in intermittent use should be shut down when not in use.
- Compressors should be fitted with properly lined and sealed acoustic covers which should be kept closed whenever in use.
- Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.

- 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.
- Where practicable, rotary drills and bursters activated by hydraulic, chemical or electrical power shall be used for excavating hard or extrusive material.
- Where practicable, equipment powered by mains electricity shall be used in preference to equipment powered by internal combustion engine or locally generated electricity.
- Neither any part of the works nor any maintenance of plant shall be carried out in such a manner as to cause unnecessary noise or vibration except in the case of an emergency when the work is necessary for the saving of life, property or the safety of the works.
- Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
- Noise emitting machinery which is required to run continuously shall be housed in a suitable acoustic lined enclosure wherever practicable.
- Communication with neighbouring residents is essential to ensure any noise impacts are reduced as far as is practicable.
- Toolbox Talks to be undertaken with site personnel to ensure they have a clear understanding of noisy work restrictions and mitigation measures.

11.0 Waste Management & Recycling

A scheme for recycling and disposing of waste from demolition and construction works will be implemented. All reasonable measures will be taken to avoid pollution by managing and disposing of waste responsibly and in accordance with government legislation.

The aim is to consider options to reduce, reuse, recycle and recover before disposing of site waste, including:

- A site waste management plan will be produced at the beginning of the works to identify waste types likely to be generated and their disposal routes,
- Appropriate facilities will be provided for segregation of site wastes,
- Records will be produced and maintained of all wastes removed from site

Where possible materials on site will be reused and recycled. Waste streams and recycling waste report, will be produced, reporting of what tonnage of metal, plasterboard, wood, glass, and general mixed waste, plus hazardous waste (if any).

All controlled waste generated on site will be stored, transported and disposed of in accordance with waste management procedures. This ensures that the requirements of Section 34 of the Environmental Protection Act, 1990 are met.

Notwithstanding the above, the operating practices on the project in respect of waste management and recycling will be as follows:

- Stored waste will be segregated in accordance with arrangements identified in the site waste management plan.
- Waste will be stored safely and securely to prevent damage to health or escape into environment.
- All waste will be removed using a registered carrier of waste and disposed of via waste transfer sites authorised to receive that particular waste.
- Any hazardous wastes generated by processes on site such as waste oils from vehicle servicing, will be disposed of in accordance with project procedures and the Hazardous Waste Regulations 2007.
- Copies of waste carriers' certificates, evidence of licensed or exempt sites and completed waste transfer notes will be maintained in the site waste management files in accordance with the site document control procedures.
- Toolbox Talks to be undertaken with site personnel to ensure they have a clear understanding of noisy work restrictions and mitigation measures.

Non-hazardous Waste

- When waste is produced on site, it is usually placed in a 40yd skip, with other nonsegregated non-hazardous waste streams. Certain materials are often segregated, such as plasterboard; which is sometimes recycled separately, and metal; which has an inherent scrap value. Hazardous waste must be segregated.
- Non-hazardous waste leaving site is taken to a materials recovery facility (MRF), where commonly used waste contractors have recycling rates ranging from around 90% to 100%. Facilities are detailed on the docket.

Hazardous Waste

- Construction sites use a vast array of materials on a day-to-day basis. Some of the waste arising from the construction processes is classified as hazardous. Hazardous waste is defined as waste that has one or more of the following properties:
 - Explosive,
 - Oxidizing,
 - Highly flammable,
 - Flammable,
 - Irritant,

- Harmful,
- Toxic,
- Carcinogenic,
- Corrosive,
- Infectious,
- Toxic for reproduction,
- Mutagenic,
- Releases toxic gases in contact with water, air or an acid,
- Sensitizing,
- Ecotoxic,
- Examples of hazardous waste produced on site include any product with a hazard label, liquid paints, mastics, diesel, oil, old gas cylinders, etc. Note that dried paint tins and dried mastic tubes are not hazardous and can be disposed of in the general skip.
- When hazardous waste is produced on site it must be segregated from non-hazardous waste.

12.0 Pest Control

The site will have a pest control management system in operation throughout the course of the project specifically aimed to control rodents, but it will be adapted as necessary for any pest matters that arise.

Any drains and/or sewers will either be connected to the building and in use or they will be capped at all times to prevent rodents exiting the same. All connections and seals to be made to ensure they are tightly sealed.

The site will have bait stations around the ground and lower ground / basement levels. These will be maintained and managed by a licenced pest control specialist. Any additional bait stations and recommendations that are made throughout the course of the work is to be adopted as required.

Toolbox Talks to be undertaken with site personnel to ensure they have a clear understanding of pest control measures and to ensure they are to report any sightings of pests to the site management.

13.0 Site Lighting

The site lighting will be established for safe working and security. Notwithstanding this, the positioning of any lighting will be carefully considered to ensure that it does not cause any nuisance to surrounding neighbours.

All external lighting will be directed to the ground with cloaking shrouds used as required to ensure the light is shielded from directly entering surrounding windows.

The following considerations will be made when establishing, maintaining or altering any site lighting:

Positioning and Coverage

- Mount lights at strategic heights and angles to prevent dark patches and severe shadows, which can obscure trip hazards or machinery.
- Position lights so they do not shine directly into workers' or passersby' lines of sight or passing traffic.
- Direct perimeter lighting slightly outward to illuminate boundary lines, which assists with night patrols or CCTV monitoring.

Legal and Environmental Compliance

- Provide artificial light where natural light is inadequate to ensure safe movement and task execution.
- Minimize sky glow and nuisance to nearby properties by using directional, asymmetric fittings that prevent light from spilling horizontally or upward.
- Avoid illuminating nearby biodiverse areas (such as hedgerows or mature trees) to protect nocturnal wildlife, such as bats.

Equipment Selection

- Robust, energy-efficient LED floodlights or mobile solar lighting towers. LEDs mimic natural daylight (4000K–5000K), which reduces eye fatigue and ensures safety signs remain clearly visible.
- Where practical, utilize PIR (Passive Infrared) motion detectors to ensure areas are illuminated exactly when needed without wasting energy.
- Ensure emergency lighting is in place for critical escape routes or indoor/enclosed spaces in the event of a primary power failure.

Maintenance and Testing

- Regularly clean dirt and dust from the lenses.
- Routinely test brightness levels and inspect cables and power sources to ensure all safety standards are met.

14.0 Non-Road Mobile Machinery (NRMM)

All works will be carried out following the Non-Road Mobile Machinery (NRMM) Practical Guide, September 2017. The NRMM requirements will be met through the following steps:

- A register of all NRMM on site will be maintained.
- Each tender with NRMM requirements will be made aware of the site requirements.
- NRMM will be checked on arrival to site for all relevant paperwork together with a visual inspection of the condition of the machine checking for leaks, mirrors, emissions and fitness for purpose.
- Any NRMM not meeting standards will be rejected and removed from site.
- The NRMM register will be checked by the Health & Safety Manager during their regular visits to site.

15.0 FORS – Silver Status

All deliveries to site will be required to be made using vehicles achieving FORS Silver Status. This will be communicated to sub-contractors and suppliers as part of their tendering process and made a condition of their contract.

Vehicles will be regularly checked for compliance when delivering to site and any deliveries not meeting this standard will be notified to the supplier and/or sub-contractor accordingly.

16.0 Methodology

16.1 Access to the Façade

The proposed access to the façade is via mast climbers. There will be a need for some scaffolding to facilitate this however, this is limited. The benefit of this approach is it reduces the number of vehicles visiting site to provide the scaffolding and reduces the noise of erecting scaffolding (less requirement for mechanical impact wrenches).

The mast climbers and any associated scaffolding will be erected within the site boundary. The plan below shows the mast climber and scaffolding arrangements for accessing the façade works.

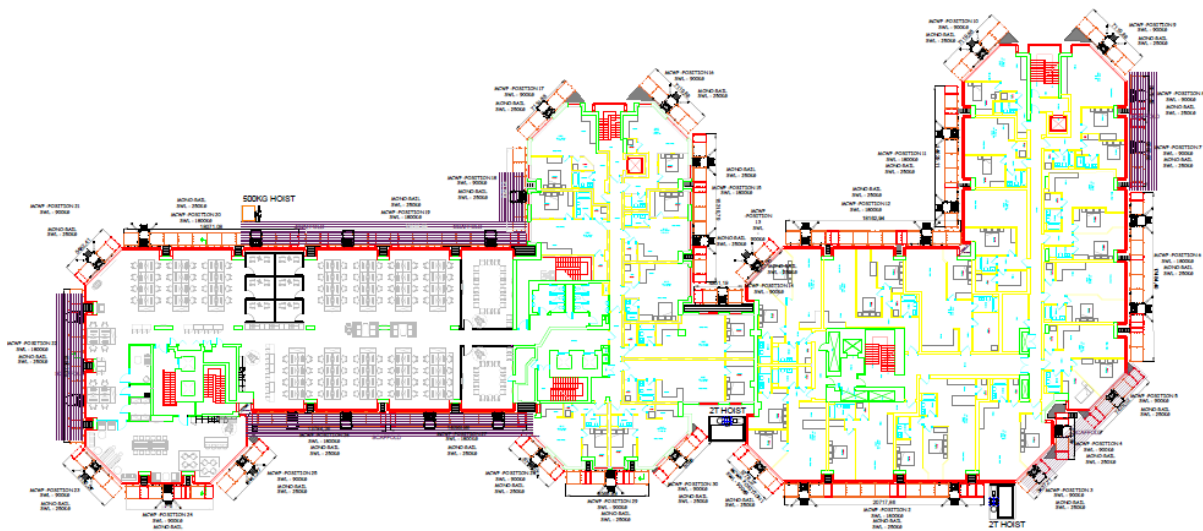


Figure 6 : Mast Climber & Scaffolding Plan

16.2 Façade Removal

All façade removal works will take place within the site boundary.

The removal of the existing façade will be undertaken from the mast climbers. The existing windows will be deglazed and the panes of glass taken to the ground via the mast climbers integral lifting rail.

The aluminium framing system will be dismantled into its component parts and taken to the ground level via the mast climber.

All materials will be placed into skips on site and disposed of via recycling centres.

The façade removal will commence from the top floor of the building working around each floor before moving to the floor below. The works will be done on a block-by-block basis using separate teams for each block.

16.3 Façade Reinstatement

All façade reinstatement works will take place within the site boundary.

The façade reinstatement will immediately follow the façade removal works to minimise the amount of time any part of the building is open to the elements.

The walls of the façade will be formed of SFS studs with insulation and cement board in accordance with manufacturer's system designs. This work will be undertaken both from the existing floor slabs and the mast climbers as appropriate.

The windows will be installed from the inside of the building using a glass lifter to raise the window into place.

The external face of the façade will be a brick slip system which will be installed from the mast climber in accordance with manufacturer's design details.