



DOWNWELL GROUP

Enabling Solutions

Method Statement & Risk Assessment for the Demolition Works



156 West End Lane
West Hampstead
London
NW6 1SD

Working For



Date: 18/09/20











Revision Number: 04

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Document Register				
Revision No.	Comments	Revised/Created by	Approved by	Date
Rev00	First Issue	D.Goulding 	Rob Young 	06/08/20
Rev01	First Issue	D.Goulding 	Rob Young 	13/08/20
Rev02	First Issue	D.Goulding 	Rob Young 	20/08/20
Rev03	First Issue	D.Goulding 	Rob Young 	14/09/20
Rev04	First Issue	D.Goulding 	Rob Young 	21/09/20

All revisions to this document will be included in **BOLD RED** text so that it can be easily identified. These red sections must be inducted to all current operatives but the **WHOLE** document must be inducted to all new operatives.

Introduction

This method statement and risk assessment is for the agreed scope of works at the former Travis Perkins and Wickes building, and vacant Council offices. The works involve asbestos removal, soft strip, demolition, and crush and leave. We have been appointed as a sub-contractor by Westfields for the works.

This Method Statement details the agreed methodology for the tasks outlined on the Scope & Sequence section on page 4.

Note: Always ensure that the work task that you are completing is listed within page 4 of this document. If it is not, then do not start work.

Asbestos Containing Materials (ACM) are present within the buildings and maybe present during certain demolition tasks. Only ever complete works that you have been given by your supervisor.

This method once approved will be inducted to all employees and anyone else likely to be affected by the works. It will remain a live document that will be revised should the working methods change or become unsuitable to complete the works safely. As the document is revised it will be issued to the relevant people for approval prior to the tasks starting.

In addition to these revisions the method will be checked by our onsite demolition supervisor. Any amendments made will be issued for approval. It is the responsibility of the demolition Supervisor to ensure that this document is up to date and a true reflection of the work methods on site and the risks being exposed to.

The risk assessments included with this have been chosen due to the presence of hazards within the site and works. All the control measures suggested in these assessments must be adopted and adhered to. These must also form part of the review system to check their suitability.

Scope & Sequence

The agreed scope of works is to be completed in one phase and in the following sequence.

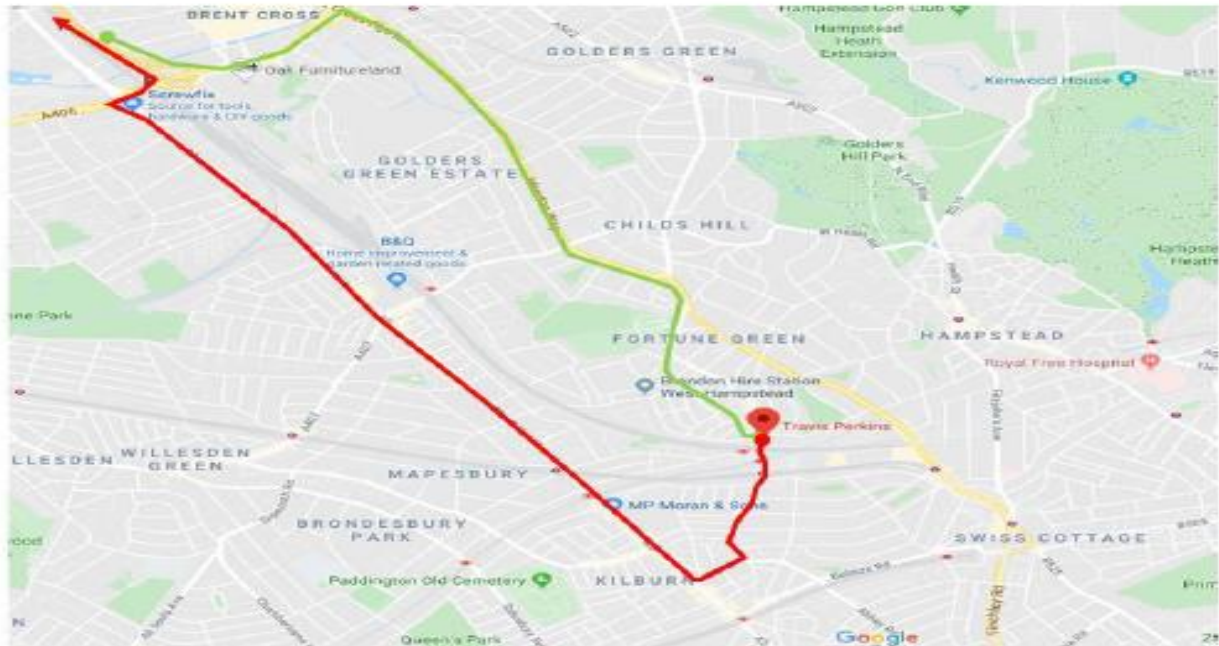
- ◆ Site setup
- ◆ Scaffold erection (separate rams)
- ◆ Asbestos removal (separate rams)
- ◆ Soft strip
- ◆ Demolition of building
- ◆ Slab and foundation removal to 1.5m
- ◆ Crush and Leave
- ◆ Leave a tidy site

Access, Egress & Deliveries

Access to site is via the main entrance off West End Lane. The safe access and egress to the site for labour, plant, and vehicles is paramount. Westfields will be responsible for setting out the required segregated walkways.

At no point must any fencing that has been put there for your safety be moved unless an alternative route has been established.

Access for deliveries and collections is to be made via the main entrance controlled by the traffic marshal. All deliveries are to be made between the times of 09:00am – 18.00pm Monday to Friday, 08:00 – 13:00pm on Saturdays. Always phone ahead if deliveries and collections are being made to ensure that you can enter the site.



- Route to Site – Via M1, Fortune Green Road and West End Lane
- Route from Site – Via West End Lane and A5

b. Please confirm how contractors and delivery companies will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

All Contractors such as asbestos removal, plant delivery and skip lorries will be informed of the routes prior to contract start. All deliveries to site will be booked in 24 hours in advance of planned arrival to site and the routes will be included in this delivery booking system to ensure that the routes are followed. This delivery plan will form the key part of the booking system to ensure that deliveries will be directed to the appropriate area on site as well as the timings. Deliveries will be accepted at 08.00am where they can be accommodated. The waiting lorries will turn off engines whilst waiting. Routes will be carefully considered, and risk assessed, considering the need to avoid where possible any major cycle routes and trip generators such as schools, offices, public buildings, museums etc. Contractors and delivery companies will be sent the Site Transport Plan, incorporating the Access and Egress Routes when orders are placed.



All vehicles and drivers will adhere to Camden councils' standards, drivers will have undertaken urban safety training and vehicles are to be of a FORS Silver standard including covering CLOCS. (FORS ID: 003327)

The roads surrounding the site can be extremely busy as such, awareness of this must be taken when driving to and from the site. **Drivers must follow the approved route at all times**

All vehicles entering and exiting site are to ensure that no curbs are driven over, or corners cut, the marshal will always be controlling these movements of the vehicles by ensuring

they move in a slow methodical manner, this will also ensure the safety of the public and fellow road users.

No reversing of vehicles is permitted on site without a banksman present and reversing out on to the road from the site is usually strictly forbidden. There may be the requirement for low loader vehicles delivering large items of plant to reverse out of the site. This will only be a handful of times throughout the project and only ever under the supervision of a Banksman.

No delivery vehicles are permitted before 9.30am inside or outside the site, only agreed vehicles for work gangs. If vehicles do come to site before they can enter the site safely, they must wait away from site abiding by all the rules of the road. Vehicles are not permitted to wait in the roads immediately adjacent to the site whilst driving rest breaks are taken.

Items being delivered must be put in a suitable safe location away from the buildings and away from the fuel storage area. The drivers offloading the vehicles must always wear full PPE when not in their cabs.

Space on site for vehicles and deliveries is extremely tight. Vehicles planning to come to site must be notified to the Site Manager. If vehicles do come to site before they can enter the site safely, they must wait away from site abiding by all the rules of the road.

The safe access and egress to the site for labour, plant and vehicles is paramount. All segregation pathways established to separate plant and personnel must always be maintained and used. At no point, must any fencing that has been put there for your safety be moved unless an alternative route has been established.

Parking

Contractor and visitor parking are subject to the Westfields logistics plan. This must be abided by with Westfields being contacted prior to any people wishing to park on the site.

Tools and Equipment

Equipment being delivered to site must be pre-booked through the Supervisor. Delivery drivers must speak to the Site Supervisor on arrival to site to make sure someone comes out to collect the delivery. Delivery vehicles are to enter the site through the main gate. Once the vehicle has pulled up, they must then follow the site instructions.

All equipment must be dropped at the material drop off area. The materials must be stacked in a safe way so that they are not at risk of falling onto anyone.

At no point, must heavy materials be climbed or sat on as this may cause them to fall, potentially hurting you. If materials are being stored for longer than one day, then they must be enclosed within a fenced exclusion zone to prevent people getting too close.

A designated materials storage area must be reserved within building for tools and equipment to be stored.

Materials

Materials being delivered to the site are advised to be pre-booked. Delivery drivers must be informed of the logistics plan for the site before the arrival.

All equipment and materials must be dropped in a secure area away from any of the demolition works. The delivered materials must be stacked safely so that they are not at risk of falling onto anyone. Westfields are to provide a safe area for any tools or equipment to be stored. **All materials deemed light enough to be blown about must be secured immediately at the point of storage.**

At no point must heavy materials be climbed or sat on as this may cause them to fall, potentially hurting you. All materials are to be enclosed within a fenced off area. This fence can be temporarily removed when any materials are being put into the area or taken away. The fencing must be put back before everyone leaving the area.

Plant Deliveries

The delivery driver along with a CPCS trained operator will proceed to unload the item of plant and park it in the set down area. The operator must inspect the machine before it is used for the first time.

Once the plant has been offloaded the flatbed must be swept off and cleared of all loose debris before leaving the site.


Any road surfaces and pavements must be adequately protected with plywood boards or lorry tyres. At no point must any tracked plant drive up the road without adequate protection in place. The plant delivery movements must be banked by a banksman who will stop pedestrians and road users if required.

Health & Safety

All Downwell staff and visitors to site must co-operate with the Downwell Site Manager on Health and Safety matters and must not, by law, interfere with or misuse anything provided for safety purposes. This is clearly stated in Section 7 & 8 of the Health and Safety at Work Act 1974.

It is everyone's responsibility to look after their own Health & Safety and the Health & safety of others. If any unsafe conditions or work practices are observed work must be stopped and the site manager informed.

Existing Hazards

-  There is asbestos within the building, but due to the nature of the works being carried out we do not envisage finding any more than what has been labelled in the R&D survey. All operatives and site manager are Asbestos awareness trained. If asbestos is found all works will stop and procedures will be followed.

- Live services are present within the building's footprint. The Building's services are to be isolated and certification will be issued by Westfields before commencement. Before the ground is penetrated a trained operative will CAT scan the area to ensure that no live services are identified below the slab.
- Vermin could be present during the works; vermin traps will be set via specialized contractor around the boundary areas and monitored on a weekly visit. So, prior to eating drinking and smoking you must wash your hands with warm water and soap. Do not leave food lying around and always places rubbish in the bins provided.

Site Induction

Westfields will carry out a general site induction to all our operatives before a Downwell demolition-based induction must be completed by everyone on site. This will communicate the demolition specific works and hazards on site. All employees of Downwell wanting to come to site must attend this. All visitors not inducted must be escorted around site and will require to complete the full induction if they are to be left unattended.

In this induction, you will be given the site logistics and information regarding the location of the welfare. This welfare is always to be kept clean and tidy.

The agreed method for the works will be inducted to you and all the pre-identified risks. The control measures for these risks will also be explained. If any discrepancies in the method are identified with the method during the induction these must be told to the site manager at this time.

It will also be made clear which PPE is mandatory, this site is 6-point PPE, which consists of:

- Hard Hat
- Hi-Vis,
- Safety Boots, with steel toe and midsole
- Gloves, as specified within the risk assessment. (i.e. – Cut 5 for cutting works)
- Safety Glasses,
- Hearing Protection (task specific)

PPE stands for Personal Protective Equipment. It is supplied to protect you the user. Look after these items and maintain them, wear them in the correct fashion to ensure they look after you in the event that you may need them.

All worn or damaged PPE should be taken out of use and new replacements requested and used for continued protection.

Occupational health risks

Any noise works being undertaken are to be assessed by the site supervisor, if the noise exceeds noise volumes for a long period of time then noise protection zones should be put in place with the appropriate signage. All operatives are to carry hearing protection with them at all times as a point of their 6-point PPE.

Dusty works will be undertaken by operatives wearing P3 masks with the appropriate face fit. All works causing dust should have the appropriate suppression in place for the task in hand, i.e. Hose, water sprays or dust boss for bigger works. Damping down the work areas are key to controlling dust.

Any works being carried out by operatives using vibration tools will have the usage recorded on a HAVS sheet against each tool. As a best practice the supervisor will rotate the operatives, this will also allow us to manage the operatives trigger time to stop operatives reaching the upper value limits throughout the day.

Pigeons

Feral pigeons are an extremely common sight in the UK, being found virtually everywhere that people live. Under the [Wildlife and Countryside Act 1981](#) control of these birds must be carried out in line with legislation.

Despite being so common, though, they can still cause plenty of issues for humans, especially when a large group of them decides to make their home within derelict buildings or property. These feral pigeons can also prove to be a health risk.

It is easy for diseases to spread through pigeon populations, and that puts anyone who comes into contact with them at risk of contracting these diseases as well.

Their droppings can be even more harmful, since not only are they teeming with bacteria, but they are also incredibly unsightly and present a slipping hazard when allowed to build up. The acidity of pest bird fouling can even wear away the surface of buildings, making a feral pigeon infestation a far-reaching issue that needs to be dealt with as soon as possible.

Since feral pigeons are such prolific breeders, it can be extremely difficult to tackle an infestation without the right knowledge and experience.

Pigeons make their nests in secluded spots where their eggs will be safe from predators, which means they commonly gather underneath canopies or within roof voids. Wherever possible, they will also enter buildings too, and in our experience, they are remarkably effective at squeezing through even small gaps in nets or walls.

Such a determined pest requires expert pest control and as such any such infestation will be reported to Westfields and the necessary remedial works undertaken in the reported area before any soft strip or human interactive works can take place.

Coronavirus Covid-19

Site Operating Procedures – Protecting our Workforce

Downwell Demolition sites that are operating during the Coronavirus Covid-19 pandemic need to ensure they are protecting the workforce to minimise the risk of spread and infection.

This guidance is intended to introduce consistent measures on sites of all sizes in line with the Government's recommendations on social distancing.

LATEST GUIDANCE TO BE TAKEN FROM CLC – SOP'S VERSION 5

These are exceptional circumstances and the industry must comply with the latest Government advice on Coronavirus.

The health and safety requirements of any construction activity must also not be compromised at this time. If an activity cannot be undertaken safely due to a lack of suitably qualified personnel being available or social distancing being implemented, it should not take place.




We are aware that emergency services are also under great pressure and may not be able to respond as quickly as usual.

Sites should remind the workforce at every opportunity of the Site Operating Procedures which are aimed at protecting them, their colleagues, their families, and the UK population.

Alongside these guidelines, A Talk box talk is to be issued to all site staff before any work is to be carried out.

Self-Isolation

Anyone who meets one of the following criteria should not come to site:

-  Has a high temperature or a new persistent cough - follow the guidance on self-isolation?
-  Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant)?
-  Is living with someone in self-isolation or a vulnerable person.

Procedure if Someone Falls ill

If a worker develops a high temperature or a persistent cough while at work, they should:

-  Return home immediately

- ◆ Avoid touching anything
- ◆ Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough, and sneeze into the crook of their elbow.

They must then follow the guidance on self-isolation and not return to work until their period of self- isolation has been completed.

Travel to Site

Wherever possible workers should travel to site alone using their own transport and sites need to consider:

- ◆ Parking arrangements for additional cars and bicycles.
- ◆ Other means of transport to avoid public transport e.g. cycling
- ◆ Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available
- ◆ How someone taken ill would get home.

Site Access Points

- ◆ Stop all non-essential visitors
- ◆ Always introduce staggered start and finish times to reduce congestion and contact
- ◆ Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring
- ◆ Remove or disable entry systems that require skin contact e.g. fingerprint scanners.
- ◆ Require all workers to wash or clean their hands before entering or leaving the site.
- ◆ Allow plenty of space (two metres) between people waiting to enter site.
- ◆ Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times.
- ◆ Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible.
- ◆ Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.

Hand Washing

- ◆ Provide additional hand washing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on site.
- ◆ Ensure soap and fresh water is always readily available and kept topped up.
- ◆ Provide hand sanitiser where hand washing facilities are unavailable.
- ◆ Regularly clean the hand washing facilities and check soap and sanitiser levels.
- ◆ Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.

Sites will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.

Toilet Facilities

- ◆ Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant.
- ◆ Wash hands before and after using the facilities.
- ◆ Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush.
- ◆ Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently.
- ◆ Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.
- ◆

Canteens and Eating Arrangements

With cafés and restaurants having been closed across the UK, canteens cannot operate as normal.

Whilst there is a requirement for construction sites to provide a means of heating food and making hot drinks, these are exceptional circumstances and where it is not possible to introduce a means of keeping equipment clean between use, kettles, microwaves etc. must be removed from use.

The workforce should also be required to stay on site once they have entered it and not use local shops.

- ◆ Dedicated eating areas should be identified on site to reduce food waste and contamination.
- ◆ Break times are always to be staggered to reduce congestion and contact.
- ◆ Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area.
- ◆ The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home.
- ◆ Workers should sit 2 metres apart from each other or staggered breaks to avoid all contact.
- ◆ Crockery, eating utensils, cups etc. should not be used.
- ◆ Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced.
- ◆ Tables should be cleaned between each use.
- ◆ All rubbish should be put straight in the bin and not left for someone else to clear up.
- ◆ All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines, and payment devices.

Avoiding Close Working



- ◆ Downwell will introduce staggered start and finish times to reduce congestion and contact.
- ◆ Introduce enhanced cleaning of all facilities throughout the day and at the end of each day.
- ◆ Consider increasing the number or size of facilities available on site if possible.
- ◆ Based on the size of each facility, determine how many people can use it at any one time to maintain a distance two metres or staggered use.
- ◆ Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.

If there are situations where it is not possible or safe for workers to distance themselves from each other by 2 metres, then these works are not to be carried out.

General Practices

- ◆ Non-essential physical work that requires close contact between workers should not be carried out.
- ◆ Work requiring skin to skin contact should not be carried out.
- ◆ Plan all other work to minimise contact between workers.
- ◆ Re-usable PPE should be thoroughly cleaned after use and not shared between workers.
- ◆ Single use PPE should be disposed of so that it cannot be reused.
- ◆ Regularly clean touchpoints, doors, buttons etc.
- ◆ Increase ventilation in enclosed spaces
- ◆ Regularly clean the inside of vehicle cabs and between use by different operators.

Site Meetings

- ◆ Only necessary meeting participants should attend
- ◆ Attendees should be two metres apart from each other
- ◆ Rooms should be well ventilated / windows opened to allow fresh air circulation
- ◆ Consider holding meetings in open areas where possible.

Cleaning

- ◆ Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:
 - ◆ Taps and washing facilities
 - ◆ Toilet flush and seats
 - ◆ Door handles and push plates
 - ◆ Handrails on staircases and corridors
 - ◆ Lift and hoist controls
 - ◆ Machinery and equipment controls
 - ◆ Food preparation and eating surfaces
 - ◆ Telephone equipment
 - ◆ Keyboards, photocopiers, and other office equipment

- Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day.

Documentation

Document Review

It is the responsibility of the Demolition Supervisor to ensure that this demolition method remains current and is an accurate portrayal of all activities on site. It must be reviewed weekly with evidence of the review recorded in the RAMS review form in the site file.

The risk assessments and any COSHH assessments must also be reviewed to ensure that they are current. If there are any other hazards identified or other hazardous substances are on site, then they must be included in the review and have the additional assessments created.

Any amendments made to the health and safety documentation must be communicated to the work force and anyone else affected by the work.

Site Induction

All Downwell operatives are to undergo an induction from the Site Supervisor/Manager with a RAMS induction. The RAMS induction will be completed by Downwell and will communicate the demolition specific works and hazards on site. All employees of Downwell wanting to come to site must attend this. There will also be a smaller induction intended for visitors. These visitors must be escorted around site and will require to complete the full induction if they are to be left unattended.

In the induction you will be given the site logistics and information regarding the location of the welfare. This welfare is always to be kept clean and tidy.

The agreed method for the works will be inducted to you and all the pre-identified risks. The control measures for these risks will also be explained. If any discrepancies in the method are identified with the method during the induction these must be told to the site manager at this time.

It will also be made clear which PPE is mandatory (5-point PPE) and which is required for any additional tasks. There will also be information regarding any exclusion zones or areas that will require additional PPE.

Remember, PPE stands for Personal Protective Equipment. It is supplied to protect you the user. Look after these items and maintain them, wear them in the correct fashion to ensure they look after you if you may need them!

All worn or damaged PPE should be taken out of use and new replacements requested and used for continued protection.

Training

Everyone on site must be suitably trained for their role. This will be identified prior to their arrival to site. During the site induction proof of training and competency will be asked for. Copies of training certification must be available on site.

If new workers are brought to site, they must come with their training certification. Access to site will not be permitted unless the training certification is available.

No plant and equipment can be used by anyone other than the trained operator.

Plant and Equipment

All plant and equipment that is brought to the site must be suitable for the task and used according to the manufacturer's requirements. All plant and equipment must be thoroughly inspected with all thorough examination certificates in the site file. When the plant is not being used keys must be removed, and isolator switches turned off. Keys are to be locked within the site welfare and only issued by the Supervisor.

Pre-start checks must be undertaken and completed for all plant and equipment. Details of the inspections and any findings must be documented within the PUWER register which is within the site file. Any damaged or faulty equipment must be taken out of the work area and marked **DO NOT USE** until a replacement can be found or it can be repaired.

All plant and equipment must be inspected before first use then every 7 days as per PUWER regs. This will need to be copied to Westfields and entered into their own file for records

All 110v equipment will need to be PAT tested with evidence available for site inspection and presented to Westfields site management prior to use.

Emergencies & First Aid

Westfields will provide an emergency plan for the works. This will clearly explain what to do in the event of an emergency.

The existing fire and emergency plan are to be used by Downwell and briefed prior to the start of the works. This emergency plan must include locations for the fire points and where the nearest fire exit is from the building. The fire plans will be developed as the project progresses, every time these are changed, they must be re briefed to all operatives.

The plan must also inform every one of the locations of the muster point and the quickest route for getting there. Once at the muster point you should not go back into the site until you have been given all clear to by the Demolition Supervisor.

The fire plan must illustrate which fire extinguishers are present on the fire points and which can be used on the different types of fires.

The plan must also go into details on how injured personnel can safely be evacuated from the upper floors of the building and the basement.

All persons qualified in First Aid must be contained in the emergency plan. Their contact details must be communicated to everyone during the induction, with the location of the first aid box and accident book also included.

The nearest A&E hospital to the project will be **Royal Free Hospital, Pond St, Hampstead NW3 2QG**, this information will be a part of the site induction and on the notice boards around site.

In the event of an operative or visitor needing first aid the injured person (if safe to do so) must make their way to the site office where the appointed first aider will administer the required first aid and fill out the accident book.

If it is not safe to move the injured person to the site office the first aider must be contacted via mobile phone and told to bring the first aid equipment to the injured person.

If the injured person needs professional medical attention **999** must be called with the site address clearly given.

You must not go back into the site until the emergency services have given all clear to re-enter the site.

Neighbourhood Consideration

We will adopt the following practices to ensure that the impression of the site is a positive one and that our works affect the surrounding neighbours as least as possible.

- ◆ Downwell are aware that issues regarding pollution and dust migration are a concern with this project due to its proximity to residents. Best endeavours will be made to eliminate any pollution or dust/particle migration from the site. The requirement in reducing the noises created during the works was a great factor in deciding the demolition methods to use and where possible pulverizing attachments will be used as our primary method ahead of hydraulic hammer attachments.
- ◆ Demolition operatives are not to congregate around the site entrances during breaks and lunchtime.
- ◆ No music radios are permitted on the site at any time and loud shouting especially close to boundary lines should be avoided.
- ◆ Downwell will maintain on site, a system for recording any incidents and any ameliorative action taken.
- ◆ Vehicles leaving the site will be checked for loose debris and have their wheels cleaned if excessively dirty. The roads surrounding the site will be regularly checked

for debris and dirt. If identified this will be cleaned at the earliest convenience. Runoff water is to be allowed to disperse down the surface water drainage.

- ◆ The working hours on site will be 08:00 – 18:00 Monday-Friday and **Saturday 08:00 – 13:00**, no working outside of these hours is permitted unless authorised by the contractor.

In the event of a complaint from any neighbour or a member of the public in relation to any site activity, Downwell staff and operatives are always instructed to remain respectful and courteous and act in a professional manner. Complaints of any nature should be directed to the site management team for resolution.

Monitoring is to be checked routinely throughout each day and recorded. Should complaints about odor, noise, dust, or vibration be received, they will be addressed directly by Downwell to enable results at the time of the complaint to be reviewed, and where appropriate immediate actions employed to rectify the problem.

Records will be kept of all complaints, including details of any actions taken. This complaints register will be included in the health & safety file at the end of the project.

In the event of a complaint in relation to noise, dust or vibration, Downwell will liaise with Westfield to check the site monitoring stations for any confirmations of noise, dust or vibration spikes and the appropriate actions will be taken and agreed between all parties to ensure any such spikes do not re-occur.

Site/Worker Appearance

The appearance of the site is essential to ensure that the overall project and the Downwell brand is seen in good light. Please always adhere to the following things when travelling to or from the site or whilst on site.

- ◆ Set the site up so people can walk from the gate to the welfare in a safe route without being able to walk off into the site.
- ◆ Make sure everyone is given clean PPE (hi-vis and hat) at the start of the project and when necessary.
- ◆ In the morning, do not park inconsiderably outside the front of the site by blocking pavements and listening to loud music
- ◆ Keep the welfare and site entrance tidy
- ◆ Do not drop litter around the welfare or anywhere on site
- ◆ Keep the office area neat and presentable. It is a project office and not a canteen.
- ◆ Always ensure there is enough PPE on site for visitors.
- ◆ When leaving the site to go to shops etc. always professionally conduct yourself. You are still representing the company.
- ◆ When driving to and from the site in company vehicles always drive cautiously and abiding by the rules of the road.

Site Set Up

Welfare Facilities

Welfare facilities are to be provided and managed by Westfields.

Facilities should exceed the requirements of the Construction (Design and Management) Regulations 2015 and incorporate the smoke-free (Premises and Enforcement) Regulations 2006.

The site welfare should consist of the following, including provision of female facilities.

- Suitable numbers of sanitary conveniences, which reflect the number of people working on the site and which are adequately ventilated and lit.
- Washing facilities, which provide basins large enough to allow people to wash their faces, hands and forearms and a supply of clean hot and cold, or warm, water. Rooms containing washing facilities will be adequately ventilated and lit.
- Storing and changing clothing.
- A suitable supply of drinking water and drinking vessels.

Any problems with the welfare must be voiced to the Site Manager as soon as possible.

Works Methodology

Services Isolations

All operatives must remain vigilante throughout the works. Any services not mentioned in the induction that are discovered must be treated as live until told otherwise by Westfields Management.

Services on site are to be treated as **LIVE** unless **confirmed dead and or clearly** marked and isolation cert issued.

Asbestos Containing Materials (ACM's)

Asbestos products are identified on site within previous surveys and further surveys have been carried out. The R&D surveys have identified the location and asbestos products to be removed. Inner city environmental will undertake the removal of the asbestos products as the licensed contractor.

It is the intention to carry out soft strip works to the block to facilitate the asbestos removals. A project manager will attend site to mark up the asbestos and indicate the element of soft strip required at this early stage to allow asbestos works to get underway. All asbestos items will be removed prior to the start of any obtrusive demolition works.

All asbestos containing materials identified in the survey will be removed from the building by a licensed contractor (Innercity Environmental). All of these removal works will be completed under the appropriate controlled conditions as identified in the asbestos removal contractor's method statement.

Asbestos removal RAMS have been sent to the Westfields department for review and approval prior to the works starting. - these are now approved, and works can commence

As mentioned above some minor soft strip works may have to be carried out prior to asbestos removal works to allow access to the areas required. Downwell operatives will work alongside Inner city removing any access doors, windows, loose materials, and floor coverings required to facilitate the asbestos works.

All Downwell operatives have received training to recognise ACM's, should any additional ACM's be located within the buildings during demolition, work will cease and the Site Manager notified, an asbestos surveyor will be called to site and a sample taken for testing to confirm, prior to works in that area continuing.

Should anyone become accidentally exposed to asbestos fibres the following procedure must be adopted.

- ◆ Stop work move away from the immediate area but do not go to the welfare or other areas where other people are.
- ◆ Phone or call for assistance.
- ◆ The area must be cordoned off and warning signage displayed.
- ◆ Instruct the people what has happened and not to approach you (this is key to reduce the likelihood of exposing others)
- ◆ Ask the help to bring some disposable overalls, an FFP3 disposable mask and some asbestos waste bags.
- ◆ The exposed person must remove all clothing and place it inside the asbestos waste bag.
- ◆ The person assisting must call for asbestos analyst and for a decontamination unit to be delivered to site.
- ◆ The asbestos analyst must monitor the area to identify the type of asbestos present and conduct background air monitoring.
- ◆ The exposed operative must clean themselves thoroughly inside the decontamination unit.
- ◆ The exposed person must then seek medical advice.
- ◆ If the analyst confirms that it was asbestos that was disturbed, the incident must be reported to the Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) Regulations.

Hypodermic Needles and Syringes

A full needle sweep will need to take place inside the flats to reduce the risk of needle spikes, however the risk remains throughout the site and its boundaries so vigilance is a must on this project. Operatives are reminded not to place their hands in apertures or gaps they cannot see inside. Should the discovery of needles onsite become reality then the following procedure must be followed when you are required to pick up or remove hypodermic needles or syringes (sharps). Careful handling will eliminate the risks of injury which could lead to infection.

- ◆ Always wear protective gloves.
- ◆ Keep the handling of the works to a minimum wherever possible. Use a Litter picker (grabber).
- ◆ When handling works, always bring the sharps box to the works - do not carry the works any distance if it can be avoided.
- ◆ Always hold the works by the barrel of the syringe, never by the needle or the plunger.
- ◆ Place the works into the disposal container needle end first.
- ◆ Sharps containers should always be locked away until they are collected by the Trade Waste workers.

If you are accidentally injured by a hypodermic needle it is important to follow the procedure below:

- ◆ **BLEED** - Allow the wound to bleed do not force bleeding or suck the wound.
- ◆ **WASH** - Wash the site of the injury with soap and water. Cover with a waterproof dressing.
- ◆ **REPORT** - The incident should be reported to your First Aid representative and recorded.
- ◆ **MEDICAL ADVICE** - Contact your G.P immediately or attend the Accident & Emergency Department as soon as possible.

Soft strip

The items listed below will be removed from the area of the building by a team of operatives and a Supervisor. Full PPE must be worn always and additional PPE that is task specific. Glasses with cut 5 gloves and long sleeves must be worn when handling any glazing units.

All areas of site will have the appropriate emergency/ task lighting installed as required, elements of works within the flats will be done by task lighting. Welfare areas and stairs may need a more permanent method.

The tools to be used will be but not restricted to the following.

- Mattocks/hammers
- 110v reciprocating saws
- Abrasive wheels
- Pinch bars
- Podiums/ towers
- Battery powered drills

All tools and equipment that fall within the category of hot works will be covered under and 'Hot Works' permit system.

Fixtures and Fittings:

Any loose fixtures and fittings remaining will where of a suitable size be removed from the building whole, taken to the loading area by hand before being loaded directly into the waiting waste skips, larger elements will be dismantled/downsized using small tools, reduced into manageable sized sections and again transported to the disposal point.

Suspended Ceilings:

Any suspended ceilings will be removed via mobile scaffold tower or podium steps, tiles will be lifted and twisted from the suspension system and lowered to the ground, from here tiles will be bundled and then be periodically loaded into the waste skip. Suspension system will be dismantled as tiles are removed with supports cut with croppers, the system then loaded directly into the waste skip.

Doors, Door Frames & Skirting:

Door frames and skirting will to be removed by operatives using pinch bars and hammers. The items are to be gradually pried from their place of fixing, any obtrusions and nails are to be removed or hammered over with all resultant materials then being transported for disposal.

Doors will be removed by operatives stripping off the door furniture, prying the door from its hinges again utilizing pinch bars and mattocks, doors will then be either downsized for ease of disposal or carried whole to the disposal point.

Partition Walls:

Any stud partitioning except the window reveals (depicted below) is to be removed by the operatives using suitable handheld tools, namely pinch bars, picks and hammers. The wall structure is to be dismantled by removing the coverings using the hammers and pinch bars. Once exposed, the remaining stud work is to be prized free and de-nailed or have nails hammered over. Resultant arising's are to be transported to the skip laydown area at the rear of the sales suite.

Floor/Wall Coverings:

Wooden floor coverings are to be removed by the operatives using mattock picks and shovels. Carpet tiles and vinyl floor tiles are simply to be prized up using hand tools, then bundled and taped with resultant materials transported to the disposal point. Carpets where of a roll-able nature will be cut into strips, whilst still laid, and then rolled up for collection in strips, these will then be transported to the disposal point.

Internal and External Glass units

Any internal glass units and/or windows will be removed as complete units where possible; an exclusion zone and handrail are to be erected before removal our operatives will wear hard hats, safety boots, gloves, and goggles. The glass will be handled with care and placed into the skip and disposed of in a safe manner. (only to be removed when required)

Fluorescent tubes and smoke alarms

Any fluorescent tubes and smoke alarms or smoke heads are to be removed as required, they will be removed as if being changed, bulbs and heads collected and placed into a specialist waste bins/ coffins, these will be stored on site during soft strip works and removed as specialist waste once all items are removed.

Toilets & Kitchen Units

All kitchen and toilet facilities are to be broken out and disposed of. Care must be taken to ensure that any retained services/pipes are not removed. Speak to the Supervisor before removing any pipes.

Drop Zones

All the materials removed from the buildings are to be transported to the external windows above the designated drop zone areas. **No drop zones to be placed where there is any risk of materials falling, blowing, or bouncing towards the NR assets.** The drop zone areas are to be established in the following way.

Barriers will surround the empty skip at ground level and be clipped up, warning signage will be posted on the panels to highlight **DROP ZONE KEEP OUT.**

The fencing protecting the drop zone **must** be Heras fencing panels erected in a continuous enclosure secured with fencing clips. Warning signage must be displayed on the fence panels at points of possible entry and around the perimeter, so it is visible from all angles of approach. The location of the drop zones must be included within the daily briefings to ensure all operatives are aware of what and where these works are taking place.

Ideally specific skips will be placed within the drop zones for the type of materials being removed to allow for recycling of each individual product and minimize double handling.

Where site limitations prevent the placement of numerous skips then materials are to be separated and stored on the floors until stockpiles are sufficient to fill a skip.

If skips are not able to access small or unsuitable locations, then wider drop zones will be established to facilitate materials being expelled to the ground.

Once materials have been expelled into the drop zones, they can be loaded into local skips using hydraulic selector grapples fitted to excavators.

The Downwell supervisor/site manager on site is to ensure that all combustible materials take priority in being removed from site and that they are not allowed to build up in areas onsite to the point they become fire hazards. **NR assets should also be a factor when choosing the locations – Keep away from the boundary.**

On the same note such materials should be stored well away from any hot works areas or source of ignition. Similarly, prolonged hot weather can be a considerably contributing factor to fire risk.

Regularly dousing of such stockpiles with water via hoses is considered good practice even on sites with no hot works.

Locations of neighboring occupied surrounding buildings and structures should be considered when choosing stockpile locations.

Whilst any plant or lorries are operating in the drop zone, expelling any materials will cease and the perimeter fencing to said drop zone will be in place and erected to prevent operatives coming into contact with the moving plant.

These works will be demonstrated to Westfields site management on a 'Show me' basis upon the first days onsite.

Downwell have a **MAXIMUM** 2 storey drop policy meaning materials can be deposited from the 3rd floor maximum into skips and 2nd floor maximum direct to the ground.


During windy conditions works will cease until such point that both Westfields and Downwell site management agree that it is safe to proceed.

All small items or light items will be bagged before they are expelled to the skips.

All waste will be segregated to the correct waste stream.

Non-Road Mobile Machinery

Non-road mobile machinery (NRMM) is defined as any mobile machine, item of transportable industrial equipment, or vehicle - with or without bodywork - that is:

-  Not intended for carrying passengers or goods on the road

- ◆ Installed with a combustion engine – either an internal spark ignition (SI) petrol engine or a compression ignition diesel engine

Examples of non-road mobile machinery include, but are not limited to:

- ◆ Generators
- ◆ Construction Machinery
- ◆ Industrial Trucks
- ◆ Forklifts
- ◆ Mobile Cranes

In the UK, the legislation governing emissions produced by engines fitted in NRMM is the Non-Road Mobile Machinery (Emission of Gaseous and Particulate Pollutants) Regulations 1999, as amended. This sets emission standards for carbon monoxide, hydrocarbons, oxides of nitrogen and - for diesel engines - particulate matter.

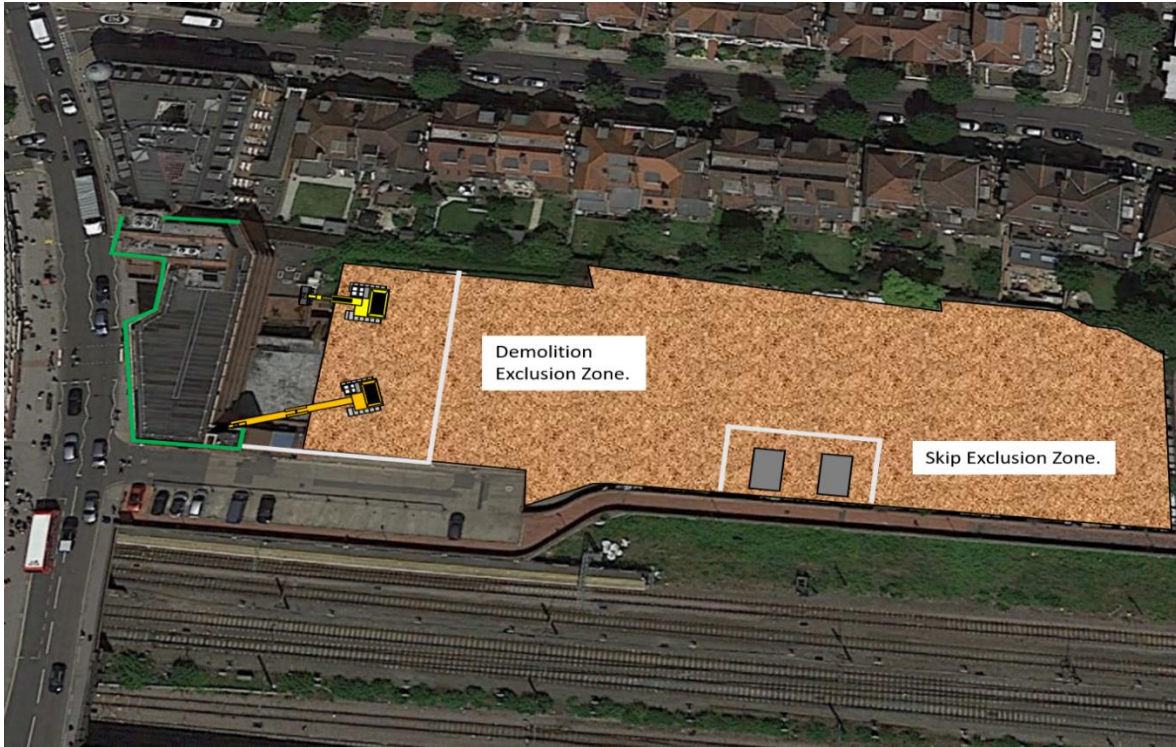
Downwell are to complete the local council authority form that is to be provided by Westfields and make all required checks and documentation available onsite upon request.

Exclusion Zone

The skips for the waste are to be stored within an exclusion zone, which must be made from Heras fencing, double clipped and have signs displayed.

When high reach plant is in use at it is maximum reach, due to having level and stable footing the risk of falling into or onto Network Rail assets is minimal. “Nibbling” or “munching” does not involve lifting and therefore reduces risk of toppling or falling.

The working platform along with the operation in general will continuously be monitored and maintained where this risk is reduced even further



When establishing an exclusion zone, the NFDC publication “Demolition Exclusion Zones DRG110:2014” must be used to ensure that the exclusion zone is substantial enough to protect other workers on the site.

Materials deposited into the exclusion zone will be loaded into the bin using a demolition excavator and rotating grab attachment. When the machine is operating, it must be positioned inside the exclusion zone. While the item of plant is running, or materials are being deposited out of the windows other personnel must stay out of the exclusion zone.

Trial Holes

Only required in the event of a suspected service trace prior to ground penetration.

Network Rail Interface

There are railway tracks within proximity to the site, all operatives are too be made aware of this at the site induction.



Structural Demolition

The building to be demolished is the former premises of Travis Perkins and Wickes and the vacant Council offices. This consists off a concrete framed brick clad 5 storey structure with concrete floors and a stair core.

The asbestos identified in the survey will firstly be removed by our licensed contractor Innercity environmental.

Upon completion of the asbestos works the structure will be handed back to the Downwell site manager who will walk the structure with the asbestos supervisor and sign the works off.

All relevant air clearances and re-occupation certificates will be issued by an independent UKAS accredited analyst.

This structure will be demolished using a combination of a high reach excavator, and a standard excavator working in tandem, these will all be fitted with hydraulic muncher, cracker or grapple attachments, some plant will be fitted with suppression hoses at the end of the arm/attachment feed from the ground.

Before the start of any structural demolition works services are to be checked to ensure they have been appropriately disconnected. Isolation certs should have been received by Westfields and show where the services have been isolated and the location on the site boundary of the disconnection. **Service disconnection to be carried out by an appropriate utilities company**

The building must be checked for personnel or intruders before the start of the building being demolished with doors sealed to prevent access to the structure.

Warning signs will be posted on the fence to warn of the dangers of entering this exclusion zone.

A banksman/operative will be positioned at the front of the building (West End Lane) as depicted below prior to any demolition works starting.

The banksman/operative will be in constant communication with the High Reach operator via a 2-way radio.

NO ACCESS IS ALLOWED WITHIN THIS ZONE DURING THE DEMOLITION SEQUENCE

Starting at the south gable end working north through the building the high reach will proceed to peel away the roof covering in manageable pieces progressing down to the outer skin of brickwork and exposing the floor area.

The scaffold specifically the north elevation (Canterbury Mansions) will be erected a week before the demolition is set to commence, this will minimise the impact to the neighbouring properties regarding the timescale. We anticipate 3 weeks for the demolition and around 1 week to strike from the properties. The scaffold is to be struck throughout the demolition process by InnerCity Scaffolding, they will access the scaffold and strike the scaffold a meter or the equivalent number of courses from the demolished point.

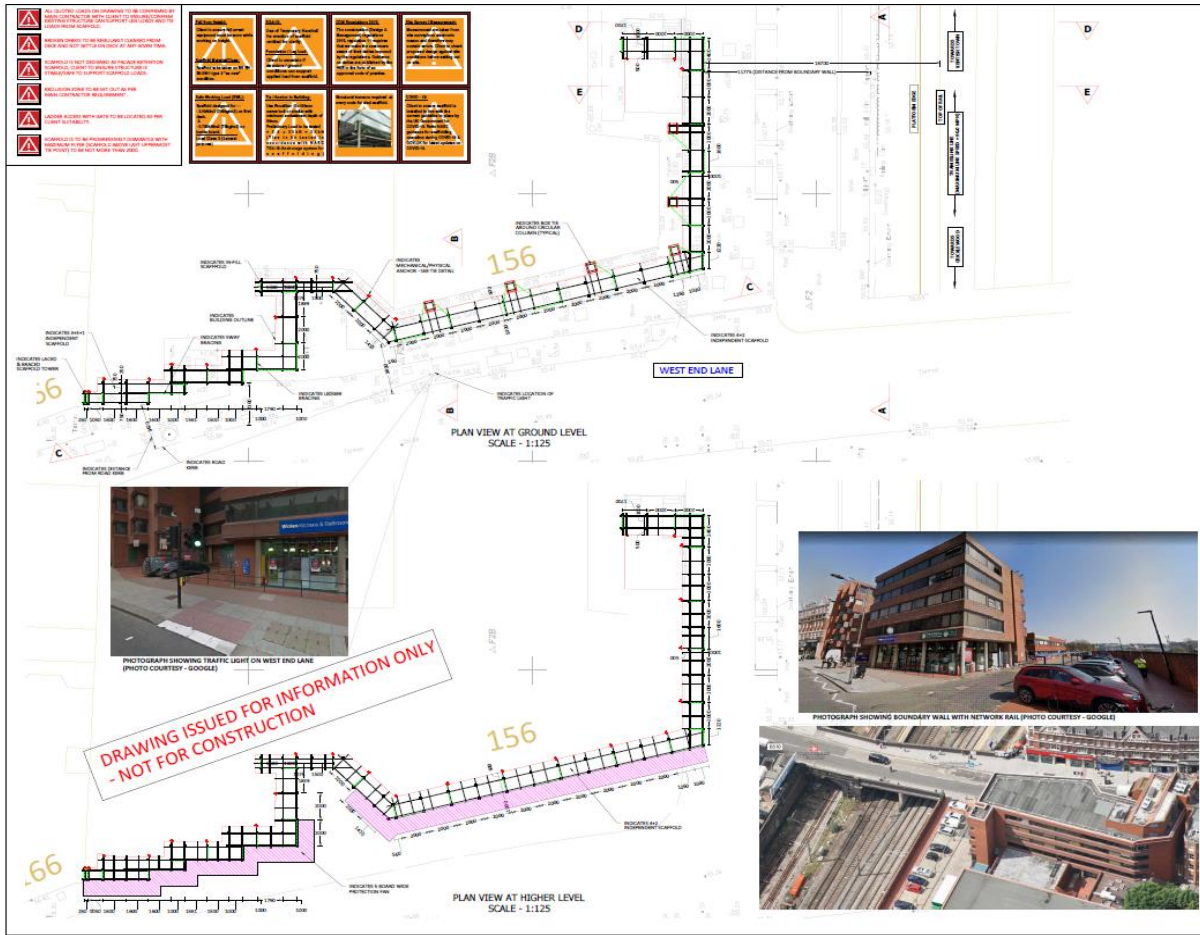
InnerCity Scaffold will then exit the scaffold and stand outside of the demolition zone thus allowing the excavator to proceed with the demolition process.

Referencing InnerCity Scaffolding RAMS - InnerCity will be starting the erection of the scaffolding to the elevation that encroaches within the party wall land there will be appropriate notice given to Downwell Demolition site management prior to commencing works in the party wall land.

The scaffolding will be based out within gardens of the neighbouring property's land, approx. 45m in length.

The scaffold will be based out from the ground using Big Ben heavy duty tredda plates, keeping the scaffolding tidy, and eliminating the risk of trips when accessing below. Additionally, the scaffold will be clad in flame retardant monarflex, this will provide additional protection from small falling debris and dust. The approx. distance from inside to outside standard will be 1.4m.

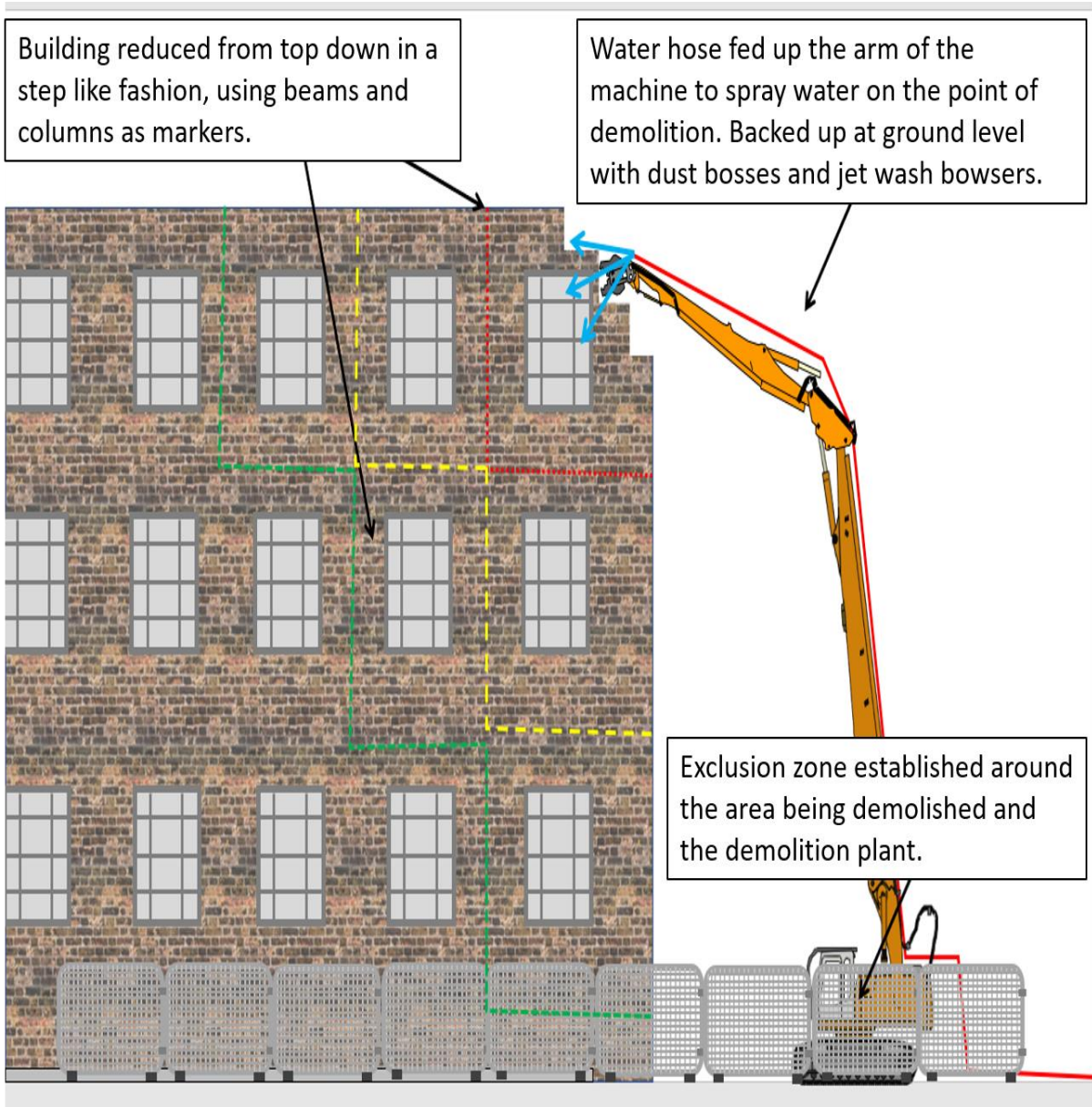
Prior to erection all garden buildings (sheds or the like) will be moved by Westfield Construction to allow the scaffold to be erected with no obstructions. ICS will gain access to gardens via site by erecting a small access tower either side of retaining wall and passing materials up and over.



Once the next bay has had the demolition arisings processed and removed from the exclusion zone and the scaffold struck to the required height, we will again invite the high reach back into position to re-commence demolition.

On completion of this the operatives from InnerCity Scaffold will re-commence the striking of the next course/ bay as described above to completion. The walls will always be reduced by a few meters and the previous bay a few meters more to maintain a step like demolition of the structure to maintain the structural stability.

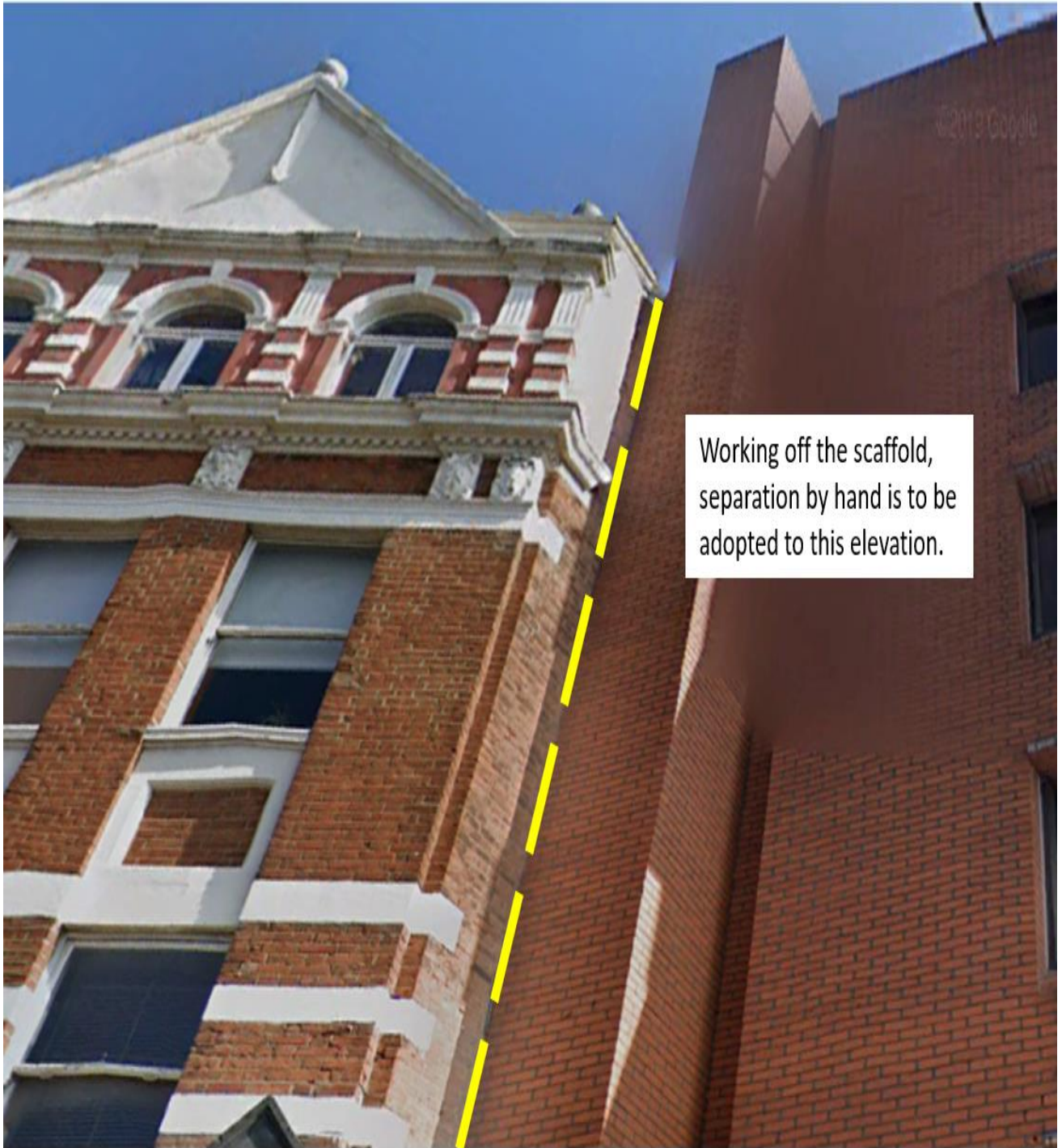
Once the roof has been suitably removed and the walls reduced a few meters, InnerCity Scaffolding will then access the scaffold and strike the scaffold a meter or the equivalent number of courses from the demolished point. InnerCity Scaffolding will then exit the scaffold and stand outside of the demolition zone thus allowing the excavator to proceed with the demolition process. The exclusion zone will be cleared by a standard excavator.



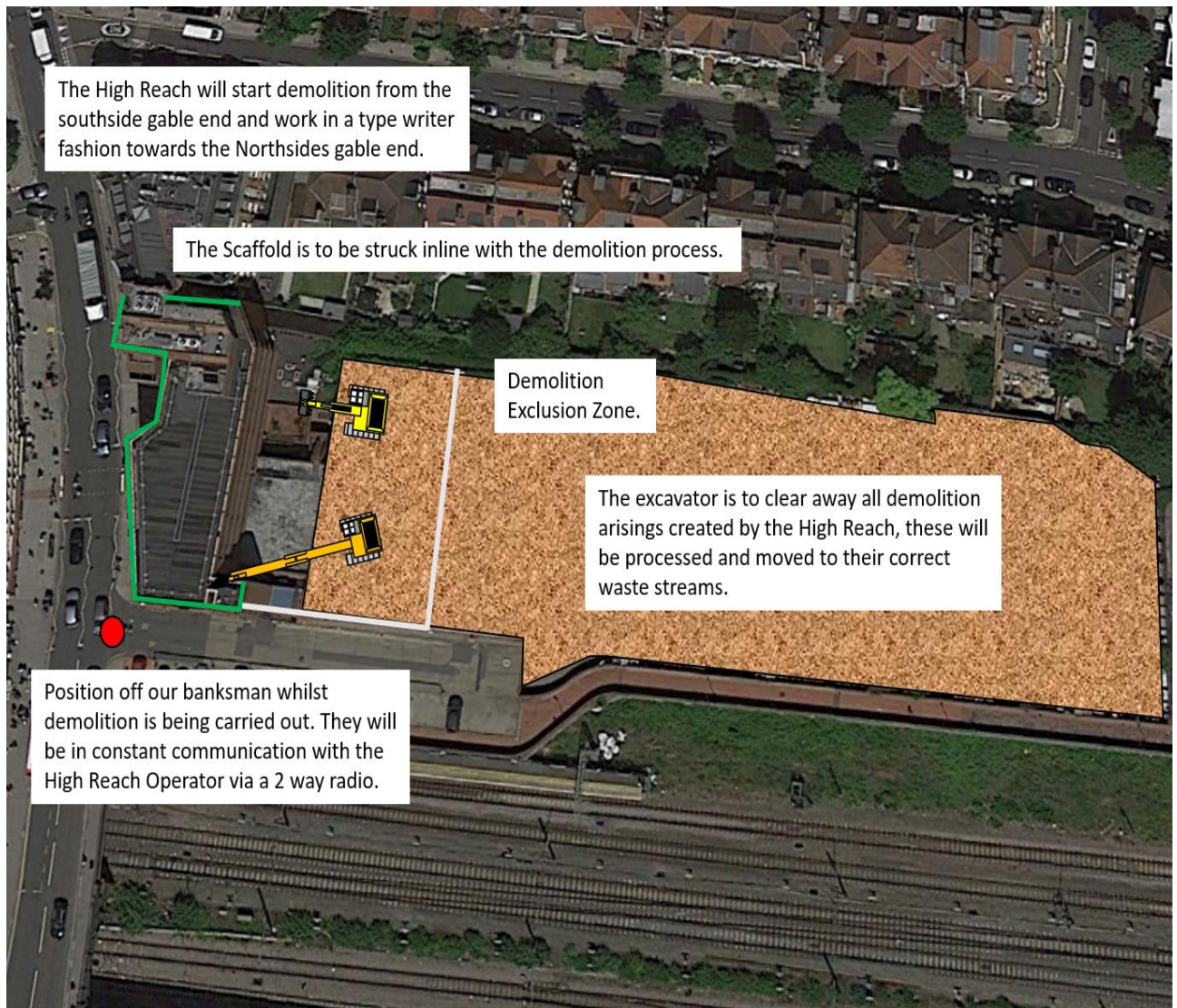
Works will again repeat for the next bay with the walls to each bay demolished an extra few meter down each time as depicted below indicatively.

The north elevation will require demolition by hand, the separation of the buildings will be carried out by our operatives working off the scaffold. Handheld breakers are to be used by our operatives whilst adhering to HAVS working times.

All demolition arisings are to remain within the building's footprint, these will be removed by the onsite excavator to their correct waste streams.



The excavator will then be using a processor attachment and under constant dust suppression munch through the concrete floors in typewriter fashion ensuring the building always remains stable. Subsequent walls will be effectively folded into the footprint of the structure as the demolition progresses forward into the building.



Materials will be processed at source to remove any non-crushable items of rubbish leaving clean hardcore/concrete that will be stock piled for later crushing operations.

Any large concrete items that require further processing will be separated and stockpiled so that a second excavator fitted with a pulveriser attachment can further reduce the size of the concrete to allow it to fit in the crusher.

The buildings will be demolished in a step like fashion with a section of roof removed followed by the supporting walls. No parts of the building are to be left unsupported for any extended period. Walls must be demolished to the nearest section of the remaining roof. Likewise, no part of the roof is to be left unsupported at the end of the shift.

Materials from the demolition are to be processed into their different waste streams. Any timber metals or plastic is to be removed from the masonry and concrete.

During the demolition, water is to be used to suppress the dust. An operative is to use a water hose to spray onto the point of demolition. At all times, the operative is to stand outside of

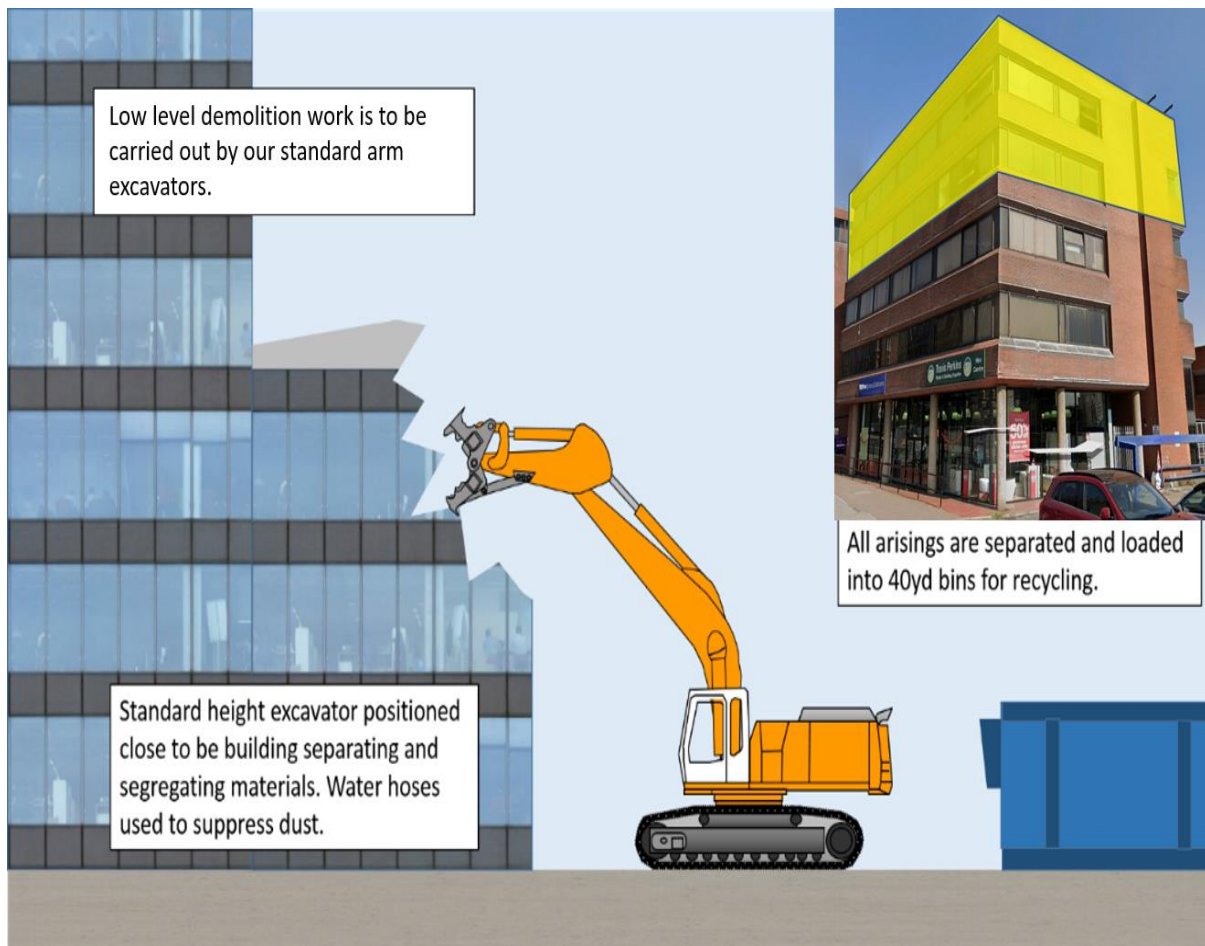
the slow radius of the machine. The operative must always stand within the view of the operator. No other personnel are to be in the area during the demolition works.

All demolition works will be carried out by effectively folding the building within its own footprint to contain the demolition debris.

The floors will be cleared periodically to reduce any built-up weight to the floors and thus preventing an uncontrolled collapse.

Each section of the building shall be evaluated for its integrity and reliance on adjacent internal & external walls.

The sections will in effect be taken down a bay at a time to ensure that all adjacent sections remain secure and safe until such time as the demolition process dictates otherwise. No section shall be left unsupported or in a dangerous condition at any stage of the works.



At such times throughout the entire operation the angle will be determined by progressive assessments and structural evidence for safe support. Timber & steel members will be separated from the rubble and processed according to size and condition. Care will be taken to ensure that all sections of the structure will be pulled into the footprint of the building.

The operator of the demolition excavators will leave sufficient bracing to maintain stability allowing him to carefully reduce the concrete, steel & masonry a few courses / elements at a

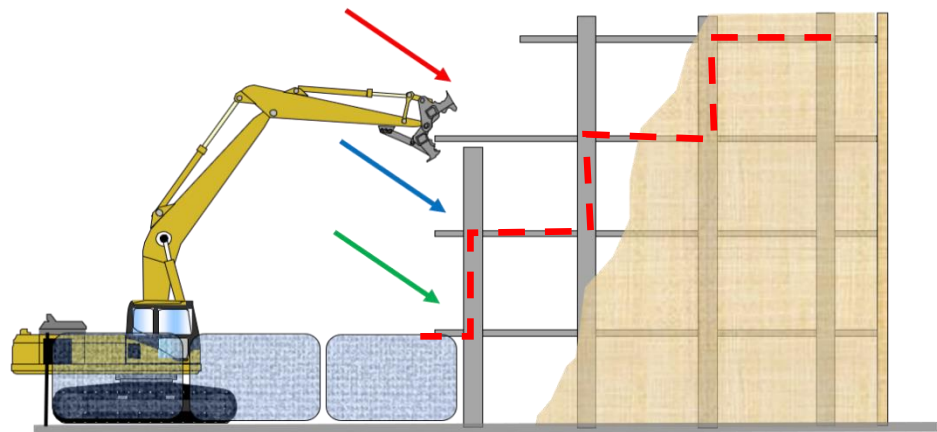
time into the footprint of the building. A banksman will be positioned at site side elevations during these works to advise on any deviation in the vertical / perpendicular condition of the structure. Control of all or any pedestrian and or vehicular traffic during these operations will be undertaken by the banksman.

Operators of all vehicles and plant will be fully briefed in the safe movement of their respective equipment and shall use a banksman whenever necessary to ensure that this system is safely implemented.

All operations will wherever practical be undertaken by mechanical means to reduce exposure of risk to operatives.

Demolition Process

- 1st 
- 2nd 
- 3rd 



Works will proceed in the same nature until the structure is suitably demolished at high level and a standard excavator can continue the works.

Picking Out (waste from hardcore)

As the demolition is proceeding and the materials are being processed operatives will need to pick timber, plastic, metals etc. from the hardcore. At all times, the operatives must stand out of the slew radius of the machine. The operatives must also stand away from any parts of the structure being demolished.

The operatives must always stand away from the rear of the machine and in any position outside of the machine operators' vision.

Picking can be a dusty task and dust suppression is to be used at all times. When required operatives must wear an FFP3 face mask for which they have a valid face fit. This mask must be worn in accordance with the manufacturer's recommendations.

Slab/Foundations Removal

Once the buildings have been demolished the slabs and foundations that make up the site and footprints of the building can be removed down to 1.5m, this is to be completed by our onsite excavators with pneumatic breakers. A permit to excavate will be required before any ground is broken. The permit to excavate will be issued by Westfields site management team along with a copy of the up to date sumo service drawing. This is to be issued to Supervisors, operatives and plant operator who undertaking the works onsite.

The area will first be CAT scanned by a trained Downwell operative in the presence of the site supervisor/manager.

On completion of the scan the area will be marked out and the removals can commence.

The slabs and foundations will be broken up into small enough pieces to allow a second machine to grub up and stockpile for further processing and crushing. Where possible smaller sections of slab and foundations will be pulled up using the excavator bucket and further processed by excavator's fitter with munching/pulveriser attachments This will help to reduce the noise and vibrations caused by the breaker.

When concrete is being broken on site the area surrounding the breaking must be made into a mandatory hearing protection zone. This can be communicated to everyone on site during the daily briefing before the start of the shift and with hearing protection signs.

Water hoses fed from the site supply or our licenced standpipe can be used to suppress the dust caused when crushing concrete and hard core.

All masonry and concrete from the demolition of the buildings on site and from the removal of the foundations is to be crushed to a certified 6F2.

The stockpiles of masonry and concrete must be as clean as possible before crushing. This can be helped by a thorough soft stripping of the building prior to demolition. The stockpiles can also be sorted through after with larger items pulled out using the selector grab of an excavator and smaller manageable items picked out by operatives.

Crushing

At a point in the works where it becomes required a mobile crushing plant will be brought to site to crush the hard demolition arising down to 6F2 materials to be used as a pile mat.

Material will be stockpiled centre of the site, with the crusher plant itself being located as close to the southern boundary as possible as indicated on the following image.

The crusher operator is not to work on the crusher whilst it is being operated; and may only get on the crusher once it has been shut off. If the crusher becomes jammed it must be shut down before attempting to unblock it.

The crusher is to be positioned in a strategic location of the site, away from the NR boundary and any neighbouring properties where possible. This will allow easy loading from the stockpiles and subsequently an ejection of crushed materials in close proximity to the final stockpile area. An adequate water supply is to be attached to the crusher so that the dust is suppressed before leaving the crusher belt. Additional hoses can be used to dampen the stockpiles before and after the crushing.



Heras fencing or barriers are to be erected around the crusher to protect site operatives from the magnetic belts that remove small bits of metal and rubbish during the crushing.

An excavator will position itself on the stockpile of material to be crushed. It will begin to progressively load the material into the hopper of the crusher. The operator of the excavator will keep an eye on the level of the crushed material around the belt. Once the crushed material starts to reach the top of the belt the excavator will move down to that end of the crusher and clear the heap of crushed material.

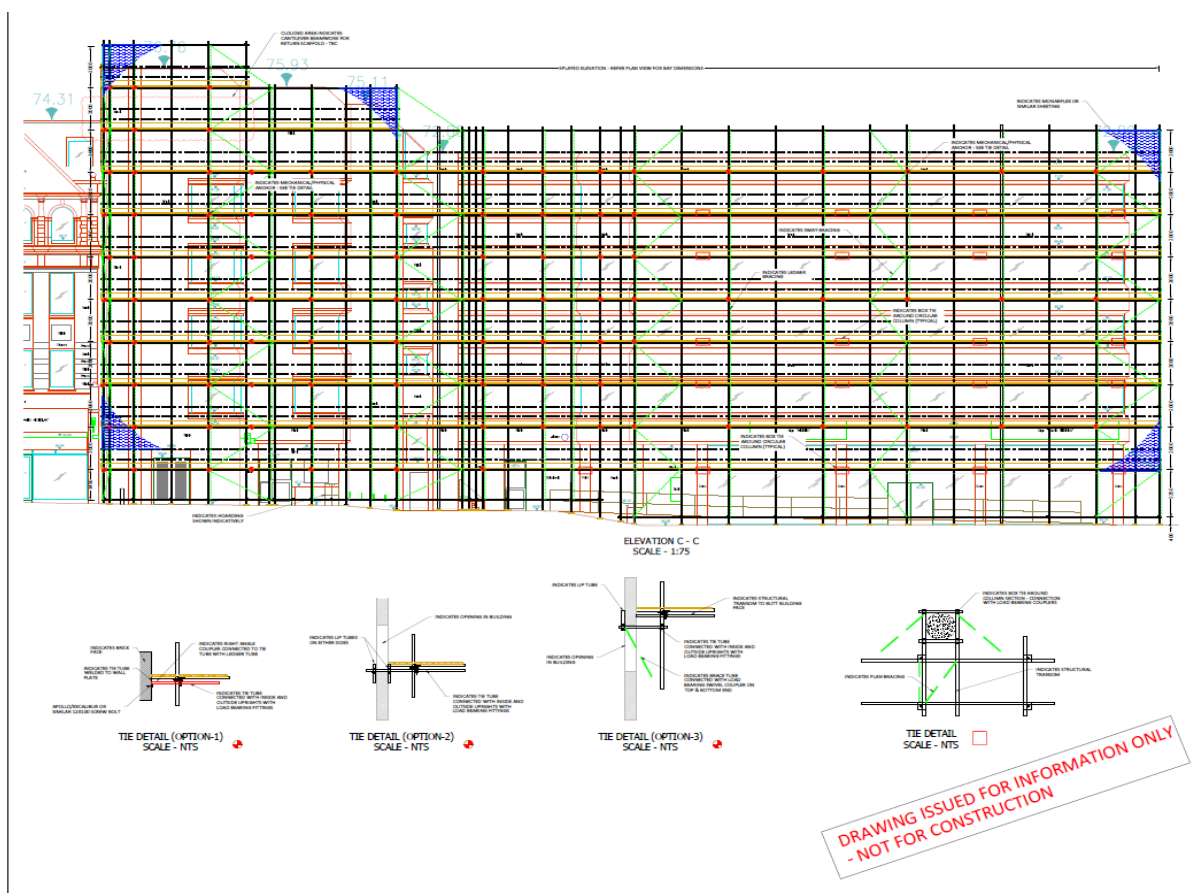
The stockpile of crushed is to be left in a sturdy stockpile with battered sides that are not too steep.

This crushing methodology is supported by the Acoustic Report which details the mitigation measures required in order to not exceed permitted noise levels and is also in line with TFL Construction Logistic Planning Guidance, where re-use of material and reduction of vehicular movement is encouraged.

Scaffolding

Scaffold works will be covered by a separate RAM's document. Inner City Scaffold will submit this RAM's to Westfields for review, works shall only commence onsite once confirmation is received for its approval.

All scaffolding shall be supplied/erected/dismantled in accordance with the British Standards/legislation (TG13-TG20).



All scaffolding will be inspected before it is used for the first time and then every 7 days, until it is removed. It will also be inspected each time it is exposed to conditions likely to cause deterioration e.g. following adverse weather conditions or following substantial alteration.

All scaffolding inspection will be carried out by a competent person whose combination of knowledge, training and experience is appropriate for the type and complexity of the scaffold to be inspected and using a visible tag system to supplement inspection records.

No scaffolder is to access the scaffold adjacent to any demolition operations at any time. No scaffold is to be struck whilst the machines are working on the building. If scaffold is to be

dismantled, then all plant operations and adjacent demolition processes are to cease and the plant is to be isolated, communication will then be made with the scaffold charge hand and the works can commence. Only when the scaffolding is removed, and the operatives are at a safe distance can demolition work re commence.

Scaffolding must remain at least 2m past any horizontal demolition line or at least 1 full lift above the point of demolition.

All scaffold access points must be suitably at the furthest point possible away from the demolition work face with safe unobstructed access. If ladders need to be moved to ensure that a safe access is always available, then work must be stopped to allow adequate time for them to be moved as described above.

Any scaffold barriers or other physical barriers that have been placed or erected to demarcate a safe route or exclusion zone must not be moved, altered or interfered with under any circumstance without the express permission of the Downwell site management team and will be subject to the same procedure as described above. Any deviation from the above or anyone found to be ignoring these procedures will be removed from site indefinitely.



Emergency Arrangements

A Fire and Emergency plan and Risk Assessment must be in place before works commence and inducted to all employees and visitors. This is to be created and communicated by Westfields.

This plan will involve adequate fire-fighting facilities positioned around the site, means for alerting others in an emergency and information regarding the quickest and safest way to exit the buildings and the site. It will also explain the quickest route to the nearest A&E in the event of an emergency.

This plan will need to be displayed within the welfare area.

In addition, we must also adopt the following procedures.

-  Fire extinguishers suitable for the possible types of fire to be available on site.
-  A permit to work system to be in place to cover any hot works.

Hot works to cease a minimum of 1 hour before end of shift for fire watch to take place.

First Aid

First Aid on site will be in accordance with the requirements of the Health and Safety (First Aid) Regulations 1981 and will be available prior to works starting on site.

This will include:

- Adequate amount of first aiders onsite (Always the site Supervisor/Manager)
- Fully stocked first aid box
- Eye wash station.
- First aiders training certificates up to dated.
- An Accident report book (will be in the site office).



Signage must be posted around the site of works indicating Site First Aiders and Location of First Aid boxes.

Risks & Controls

Risk is assessed in accordance with the HSE's Guidance Note INDG16 "Five Steps to Risk Assessment" as: -

- Look for the hazards
- Decide who might be harmed and how
- Evaluate the risks and decide what control measures are required
- Record the findings
- Review the assessment and revise it if necessary

For a contract such as this, we separately assess health and safety, COSHH and the Environment.

A full and thorough risk assessment will be carried out prior to any works commencing.

The following risks and control measures for the works will be.

- Covid 19 social distancing measures.
- Fire (combustible materials not allowed to build up, machines and fuel storage away from buildings, no smoking on site)

- ◆ Any hot works to be carried out under a Hot Works Permit.
- ◆ All work to be controlled by competent Demolition Managers/Supervisors.
- ◆ All operatives to be competent trained and CSCS/CCDO/CPCS/NPORS accredited.
- ◆ All operatives to use appropriate personal protective equipment as outlined in the induction and displayed around the site.
- ◆ **Maintaining works are kept away from the NR site boundary where possible.**
- ◆ Exclusion zones with appropriate signage will be erected where necessary. These exclusion zones need to include adequate segregation between plant/site traffic and pedestrians moving around the site (These must be communicated to everyone on site)

Following further assessment more could be added during the duration of the project.



RISK ASSESSMENT		
Site Location	Date of Assessment	Assessed by
156 West End Lane	21/09/20	D.Goulding
Description of Work Assessed	Enabling and Demolition works.	

0 – 5 = Low Risk		Severity of the potential injury/damage				
		Insignificant damage to Property, Equipment or Minor Injury	Non-Reportable Injury, minor loss of Process or slight damage to Property	Reportable Injury moderate loss of Process or limited damage to Property	Major Injury, Single Fatality critical loss of Process/damage to Property	Multiple Fatalities Catastrophic Loss of Business
6 – 10 = Moderate Risk		1	2	3	4	5
11 – 15 = High Risk		1	2	3	4	5
16 – 25 = extremely high unacceptable risk		1	2	3	4	5
Likelihood of the hazard happening	Almost Certain 5	5	10	15	20	25
	Will probably occur 4	4	8	12	16	20
	Possible occur 3	3	6	9	12	15
	Remote possibility 2	2	4	6	8	10
	Extremely Unlikely 1	1	2	3	4	5

Persons Affected

E=Employee	VS=Visitors	YP=Young Persons	CN=Contractors	PB= Members of the public
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Ref No	Risk Assessments
1	Noise & Noise Nuisance.
2	Slips, Trips and Falls.
3	Material Transport & Traffic Management
4	Dust (including silica)
5	Fire
6	Use of Machinery including 360 Tracked Excavator
7	Operations which could present a hazard to the public and third parties.
8	Excavating around live services
9	Coronavirus (Covid-19)
10	Hypodermic Needles and Sharps
11	Contact with live Services
12	Concrete Crushing
13	Leptospirosis
14	Hand Tools in Demolition
15	Falling and Flying Debris
16	Loading and Unloading Roll on Roll Off



17	Asbestos Containing Materials
18	Temporary Instability Of Structures
19	Demolition arising's falling into or onto adjacent live areas, public highways, neighbouring properties.
20	Hot Cutting (Oxy Propane Cutting)
21	Manual Handling and Manual Work

<p>1. Excessive Noise</p> <p>Hazard:</p> <p>Noise induced hearing loss.</p> <p>Complaints from site neighbours.</p> <p>Noise obscuring station announcements</p>	3	3	9	<p>E,</p> <p>CN,</p> <p>PB,</p> <p>VS</p>	<p>Controls:</p> <ul style="list-style-type: none"> • Use most modern silenced plant available. • Operatives, contractors, and visitors to wear hearing protection in hearing protection zones that are established. • Machines not to place arms on the ground too vigorously. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Reduces the levels of noise emissions. • Brings the persons noise exposure levels below the Noise at Work Reg's 2005. • Ensures noise exposure can be monitored when required with work procedures amended as required. • Reduces the exposure to neighbouring properties • Reduces the noise pollution from the site 	1	3	3
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<p>2. Slips, Trips and Falls</p> <p>Hazard:</p> <p>Possible injury whilst traversing around the site</p> <ul style="list-style-type: none"> • Poor housekeeping. • Spillages of liquids. • Mud and loose rubble. • Uneven floors and ground areas. • Obstructions. • Inadequate lighting. • Inadequate signage. • Open edges where there is a risk of a fall. • Work at height. 	4	3	12	<p>E,</p> <p>CN,</p> <p>PB,</p> <p>VS</p>	<p>Controls:</p> <ul style="list-style-type: none"> • Good housekeeping to be maintained on site and public access routes to the outside areas of site. • Clear up any spillages promptly. • Eliminate uneven ground areas where reasonably practicable. • Maintain clear access routes – clear away any accumulation of rubbish, materials, cables and hoses to prevent obstructions. • Display information/safety signage. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Reduces the risk of slips, trips and falls and possible injury to the public, visitors and to site personnel. • Provides adequately lit work areas and access/egress routes to prevent possible slips, trips and falls. • Allows people to know of possible dangers and safe pedestrian routes. 	1	3	3
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<p>3. Material Transport & Traffic Management</p> <p>Hazard:</p> <p>Possible physical injury, Collision, mud left on roads Overloading of retaining wall or suspended deck</p>	3	5	15	E, CN, VS	<p>Controls:</p> <ul style="list-style-type: none"> Vehicles to be fitted with reversing alarm / flashing amber beacon. Ensure that all vehicles use the agreed traffic routes on site, and traffic management plan is adhered to. Vehicles to be banked at all times while on site, loading/unloading. Site gates kept closed at all times when not in use. Vehicles to be checked for loose or lodged debris before going on the public road. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Helps to avoid collision with objects, vehicles and personnel. Reduces the risk of impact injury occurring. Will make others aware of the presence of danger. Keeps the site gates secure Prevents debris from spreading on the surrounding roads. 	1	5	5
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<p>4 Dust Including Silica</p> <p>Hazard:</p> <p>Dust inhalation Silicosis Lung cancer COPD (chronic obstructive pulmonary disease) Asthma Irritation to eyes Complaints from site neighbours</p>	3	3	9	E, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> Limit number of persons exposed to dust where practicable. FFP3 disposable masks to be worn during demolition works when required. All mask users to have been face fit tested. Use water during demolition to suppress dust at ground level. Employees to wear suitable eye protection. Toolbox talks to given to all operatives throughout the works to include dangers of dust, silica dust information, eye protection and fire. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Reduces the amount of airborne dusts and the possible effects. Protects neighbouring properties from possible contact with excessive dust. Protects site operatives from possible contact with excessive dust. Raises awareness of dangers of inhaling respirable and inhalable dusts. 	2	3	6
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<p>5. Fire</p> <p>Hazard:</p> <p>Possible or potential death, Burns, Plant Damage,</p> <p>Possible property Damage</p>	3	5	15	E, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> • Fire plan to be in place and displayed at various points around site. • Ensure everyone is inducted the fire plan prior to starting work. This must include what to do in a fire, where to go and how to get there. • Fire extinguishers suitable for the possible types of fire to be available on site. • Fire extinguishers must be checked weekly with results recorded in the site file. • Minimize piles of flammable materials and <u>no</u> intentional fires on site. • Combustible debris to be cleared away as they are created. • Ensure that there is always a clear and a direct a route as possible • Smoking is not permitted anywhere on site except for the designated smoking area. • If workers are in areas where klaxons cannot be heard, then they must have phones with them, and their numbers must be given to site manager. • Once at the assembly point remain there until the fire brigade or the site manager has told you to reenter the site <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Makes persons on site aware of what to do if a fire occurs and reduces the likelihood of a fire occurring. • Ensures that everyone has a good knowledge of the procedure should there be a fire. • Helps to keep firefighting equipment in good working order. • Gives warning for evacuation of site. • Ensures adequate time to check for any signs of smouldering materials or points of ignition. • Reduces the risk of arson • Reduces the risk of injury caused by fire or spreading uncontrollably due to injury. • Ensures that everyone on site is contactable during an emergency. • Keeps everyone on site familiar with the emergency plan and what to do. • Helps to ensure that nobody is injured by going back into the site before it is safe to do so. 	1	5	5
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<p>6. Use of machinery including 360 excavators</p> <p>Hazard:</p> <p>Potential physical injury/crushing/death</p> <p>Potential collisions, property, or plant damage</p> <p>Possible damage to hearing</p> <p>Tipping of plant</p>	4	5	20	E, CN VS	<p>Controls:</p> <ul style="list-style-type: none"> • Only operatives trained to CPCS standard for specific plant used to operate machinery. • Each machine to be inspected prior to use and entered in to the PUWER or LOLER register as applicable once a week. • Machines to be always banked while in use. • Mirrors or CCTV to be in place on machine to allow for 360° vision for machine operator. • Provide flashing amber light and / or reversing warning siren for all plant required. • Only always operate on firm level ground to ensure centre of gravity. • Safe working areas to be clearly signed and inducted to workers. Hard barriers to be used. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Machine will be used in a competent safe manor. • That the machines are in a state fit for their use. • Protects the user from possible dangers while operating the machine. • Will reduce the risk of hearing damage. • Reduces the risk of machine meeting object or person therefore preventing injury or damage. • Will reduce the risk of vehicles or plant from tipping over during operation. 	1	5	5
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<p>7. Operations which could present a hazard to the public and third parties.</p> <p>Hazard:</p> <p>Injury to the public or third party</p>	5	4	20	E, YP, PB, VS, CN	<p>Controls:</p> <ul style="list-style-type: none"> Warning notices to be displayed around exclusion zone and site boundaries. Induction training and PPE to be provided for all visitors to site. Safe working practices to be employed. Banksmen to be used for controlling traffic movements and to marshal pedestrian traffic on the shared access road. Constant interface between the public and local authorities as required. In highly sensitive areas or periods banksmen to communicate to machine operators when pedestrians are passing <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Will help prevent unauthorised access onto site. Will warn people outside the site of the dangers within. Induction training and PPE to be provided for all visitors to site. Will inform of the dangers on site before gaining access, PPE will help prevent injury. Will help reduce accidents and unnecessary discharge of dusts/fumes. Will reduce likelihood of impact with members of the public. Will help control the work sequence and allow for safer working practices. Will help control and monitor the flow of pedestrian traffic. 	1	4	4
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<p>8. Working around live Services.</p> <p>Hazard:</p> <p>Possible injury whilst traversing around the site</p> <ul style="list-style-type: none"> Poor housekeeping. Spillages of liquids. Mud and loose rubble. Uneven floors and ground areas. Obstructions. Inadequate lighting. Inadequate signage. Open edges where there is a risk of a fall. Work at height. 	4	3	20	E, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> Good housekeeping to be maintained on site and public access routes to the outside areas of site. Clear up any spillages promptly. Eliminate uneven ground areas where reasonably practicable. Maintain clear access routes – clear away any accumulation of rubbish, materials, cables, and hoses to prevent obstructions. Display information/safety signage. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Reduces the risk of slips, trips, and falls and possible injury to the public, visitors and to site personnel. Provides adequately lit work areas and access/egress routes to prevent possible slips, trips and falls. Allows people to know of possible dangers and safe pedestrian routes. 	1	3	3
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<p>9. Coronavirus Covid-19</p> <p>Hazard:</p> <p>Possible contact with People</p>	4	5	20	PB	<p>Controls:</p> <ul style="list-style-type: none"> All Operatives to be made aware of the site rules regarding Covid-19 Toolbox talks to all operatives, to be signed prior to works commencing. Maintaining a safe 2m working distance always, if this cannot be maintained works are not be carried out. All Operatives are to be informed and updated of any changes to the working procedures. If you have any of the listed symptoms STOP work immediately and leave site. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Reduce the number of operatives working on site. Reduce the risk of exposure Ensure that those working are fully aware of the site covid-19 rules and that these are followed. 	1	5	5
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<p>10. Hypodermic Needles and syringe collection (Sharps)</p> <p>Hazard: Possible injury that could lead to an infection.</p>	3	5	15	E, YP, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> Always wear the issued and appropriate PPE. Training for all operatives Issue of a toolbox talk to all operatives at site induction stage. Correct handling of sharps (as per Method statement) Correctly dispose of sharps (as per method statement) Collection of sharps box. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Will help to prevent injury or infection. Will make others aware of the presence of danger. Provides information to operatives. Minimises/eradicates the likelihood of any parties coming into contact. 	1	5	5
<p>11. Contact with Live Services</p> <p>Hazard: Possible injury/death.</p>	3	5	15	E, YP, PB, VS, CN	<p>Controls:</p> <ul style="list-style-type: none"> Always wear the issued and appropriate PPE. Training for all operatives who are working near marked live services. Issue of a toolbox talk to all operatives at site induction stage. Cat and Genny (Locater) Clearly mark out live services Work only in designated areas Emergency Procedure in place. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Will help to prevent injury. Will make others aware of the presence of danger. Provides information to operatives. Minimises/eradicates the likelihood of any parties coming into contact 	1	5	5



<p>12. Concrete Crushing</p> <p>Hazard:</p> <p>Respiratory diseases</p> <p>Irreversible hearing disorders</p> <p>Death or serious injury</p> <p>Falling from height</p>	4	5	20		<p>Controls:</p> <ul style="list-style-type: none"> Wearing hearing protection whilst working immediately around the crushing area. Wear eye protection whilst working near the crushing area. Wear full body harnesses when standing on the platform of the crusher Only stand on the crusher when it is not running Make sure that there is an adequate water supply to suppress the dust coming from both loading the concrete and clearing the crushed material. An exclusion zone should be established around the crushing works. <p>Extent of which they control the risks:</p> <ul style="list-style-type: none"> Protects your hearing from becoming damaged from prolonged exposure to loud noise. Protects your sight from injury caused by flying debris. Prevents personnel from falling from the platform to the ground or inside the hopper. Prevents death or injury from moving mechanical parts of the machine Reduces the amount of dust being omitted into the air. Prevents injury from flying debris or being struck by the plant working in the process. 	1	5	5
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<p>13. Leptospirosis</p> <p>Hazard:</p> <p>Disease from vermin.</p> <p>Clearing of fly tip material and general rubbish.</p>	3	5	15	E, CN, VS	<p>Controls:</p> <ul style="list-style-type: none"> Wear issued PPE and maintain rigorous hygiene. Training of operatives with issue of information cards at site induction. Maintain good housekeeping, dispose of discarded food in a closed bin. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Will help prevent contamination/spread of disease. Provides information to operative of disease and what to do if contracted. Prevents attracting vermin and spread of disease. 	1	5	5
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<p>14. Hand Tools in Demolition</p> <p>Hazard:</p> <p>Falling materials</p> <p>Falls due to access problems</p> <p>Impact with the tool</p> <p>Musculo skeletal injuries</p> <p>HAVS</p> <p>Inhalation of dust</p>	4	2	8	E, CN, VS, PB	<p>Controls:</p> <ul style="list-style-type: none"> • Ensure that the tool is correct for the job. • Ensure that the tool is in good working order. • Ensure that the operative is instructed how to use the tool safely. • Ensure that lighting is sufficient. • Ensure that the access is safe with any working platform compliant with Work at Height Regulations. • All leading edges must be guarded with double rails and toe boards to comply with Work at Height Regulations. • Work should be suitably scheduled/phased. • PPE appropriate to the task is issued and used. • Select low vibration tools and limit the use of equipment to restrict vibration dose. • Work to manufactures guidance and rotate work force so as not to expose workers to high levels of vibration. • Keep hands warm/massage fingers during work (gloves to be worn). • Only trained/experienced operators to operate equipment. • Carry out six monthly health surveillance checks. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Will reduce the likelihood of strains, sprains etc. • Helps to reduce the risk of injury from breaking tools. • required & the risk of musculo-skeletal injury. • Should ensure that all personnel work to the safe method. • Will help to prevent slips, trips and falls. • Should prevent operatives working below dangerous areas. • Will help to protect against falling or flying debris, cuts and noise when used correctly. • Will reduce vibration and the risk of developing HAVS. • Warming the hands improves blood circulation and reduces the risk of developing HAVS • Health surveillance should identify symptoms at an early stage and ensure that operatives do not develop HAVS. 	2	2	4
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15. Falling and Flying Debris	3	5	15	E, CN, PB, VS	Controls: <ul style="list-style-type: none">• Demolition activities carried out in accordance with BS6187, adopting techniques which reduce falling/flying debris to a practical minimum.• Works will be managed and suitably secured to present a physical barrier to entry of works area.• Banksmen will be present throughout works in sensitive areas to ensure safety when arisings are dropped/ felled.• Communication to be maintained between operatives during any dropping of arisings. Extent to which they control the risk: <ul style="list-style-type: none">• Minimises the likelihood of passers-by/third parties meeting arisings.• Ensures security and control of the site perimeter where demolition is taking place and falling materials are likely.• Ensures operatives are made aware of ongoing activities and at no point work below falling debris.	1	5	5
Hazard: Damage to Structures property Injury to operatives or third parties								



<p>16. Loading and Unloading of Roll On/Off Skip Handler</p> <p>Hazard: Crushing of personnel Tipping of vehicle Falling objects</p>	3	5	15	E, CN, VS, PB,	<p>Controls:</p> <ul style="list-style-type: none"> • Ensure unnecessary personnel clear of work/skip area. • Ensure truck is in line with laden skip before loading. • Ensure maximum sideways slope of 5 degrees. • Always check the area for the potential of overhead cables. • Loads to be levelled prior to recovery and sheeted prior to leaving site. • Operatives to wear all necessary PPE once on site. • Banksman to be in position when vehicles are reversing. • Vehicle drivers to carefully exit cab when required. • Vehicle drivers to wear full mandatory PPE when exiting the vehicle. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Will keep persons away from falling objects/swinging load. • Reduces risk of vehicle overturning. • Reduces risk of electrocution. • Will help to protect against falling or flying debris. • Helps to avoid collision with objects, vehicles and personnel. • Keeps the driver visible and protected from injury. 	1	5	5
<p>17. Asbestos containing materials</p> <p>Hazard: Exposure to fibres - Asbestosis, Mesothelioma, Death</p>	3	5	15	E, YP, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> • All operatives have received adequate relevant asbestos awareness training. • Adequate on-site supervision provided. • All ACM's clearly marked in the building. • All of the locations of the ACM's to be inducted to everyone as they arrive on site. • All flats must be signed off by the Inner-City Supervisor before being stripped out. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Helps to ensure operatives work to recommended methods and are aware of the potential hazards. • Helps to ensure that accidental damage is reduced. • Helps to ensure works are carried out as per the plan of work. • Provides additional personal protection against asbestos fibre exposure. 			



<p>18. Temporary instability of structure</p> <p>Hazard:</p> <p>Possible uncontrolled Collapse</p> <p>Possible physical Injury</p> <p>Possible plant Damage</p> <p>Operatives, contractors and member of the public being hit by falling debris.</p>	3	5	15	E, YP, CN, PB, VS	<p>Controls:</p> <ul style="list-style-type: none"> Control access to structure prior to and during demolition. Trained/experienced operatives to carry out demolition works and continually assess the structure as work progresses. Maintain demolition exclusion zones with relevant warning signage attached. Exterior of walls to be inspected at the end of each shift to look for signs of cracking or instability. <ul style="list-style-type: none"> No stockpiling on floors during demo <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Reduces the risk of injury to operatives and members of the public. Reduces the risk of uncontrolled collapse of structures. Ensures risks to operatives are minimised, utilising remote demolition techniques where possible. Ensures that operatives and members of the public are segregated from high risk areas. 	1	5	5
<p>19. Demolition arising's falling into or onto adjacent live areas, public highways, neighbouring properties</p> <p>Hazard:</p> <p>Possible damage to adjacent property to include Network Rail</p> <p>Possible physical injury to member of the public</p>	4	5	20	PB	<p>Controls:</p> <ul style="list-style-type: none"> Set up demolition exclusion zone around each structure/phase and demolish in a controlled manner using demolition procedures as detailed in this method statement. Use competent, experienced, and trained demolition personnel to carry out the works. Trained operative to bank machines during works close to the boundary line. Sequence works to minimise risk when working near the site boundary. Ensure machine operators are aware of the proximity they are working to the site boundary. <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> Reduces the likelihood of debris falling into adjacent properties. Trained operators should be aware of the dangers involved and be able to operate in a safe manner. Reduces the risk of machinery from over sailing boundary line and meeting the public or other vehicles and possible damage to property. Reduces the likelihood of debris falling into adjacent live areas. 	1	5	5



20. Hot Cutting (Oxy/Propane)	4	5	20	E, CN VS	<p>Controls:</p> <ul style="list-style-type: none"> • Only trained/experienced operators undertake the task. • Hoses and bottles are to be inspected daily for damage or leaks. • Box goggles are to be used, with a housing made to comply with BS EN175 and fitted with the appropriate filters to BS EN 169. • Hands, arms and legs are to be covered at all times whilst cutting. • Where necessary leather gauntlets, jackets and spats shall be issued. • Coveralls are to be of a flame-resistant material. • A permit to work system is to be in place for all hot works. • Cylinders are to be kept upright and secure. • Hearing protection is to be worn. • Fire risk of building structure to be assessed before hot works begins. • RPE to be used with filter conforming to EN143 P2 where there is a risk of poisonous fumes being produced through the cutting process i.e. lead paint finishes or galvanised surfaces. • Fire watch to be carried out up to one hour post hot work operation <p>Extent to which they control the risk:</p> <ul style="list-style-type: none"> • Trained/experienced operators should be aware of risks and operate equipment safely. • Will help prevent failure of hoses during operation. • Helps prevent injuries to operator and any persons nearby. • Provides extra protection to operator. • Prevents clothing catching fire. • Will reduce the possibility of fire both during works and after works have finished. • Will be able to react rapidly to extinguish small fires should they occur. • Reduces the risk of cylinders falling. • Helps prevent damage to ears. • Reduces the risk of a fire occurring. • Reduces the risk of inhalation of poisonous or toxic fumes. 	1	5	5
<p>Hazard: Fires Burns Explosions Respiratory problems Systemic poisoning</p>								



21. Manual Handling + Manual Work	4	3	12	E	Controls: <ul style="list-style-type: none">Operatives to assess physical capability prior to lift.Utilise mechanical lifting and carrying aids where possible.Team lifts to be employed where necessary.Operatives to be trained in kinetic method of lifting.Ensure good housekeeping standards i.e. site kept tidy/waste build-up minimized.Operative to wear PPE against substance or material being carried as required by the COSHH assessment.Maximum weight for repetitive lifts not to exceed: Male = 20kgs, Female = 15kgs Extent to which they control the risk: <ul style="list-style-type: none">Ensures operative capable of carrying out the task.Reduces the amount of manual lifting required.Team lifting will help reduce strains.Ensures operative capable of carrying out the task.Helps ensure clear/safe route for carrying load thus reducing potential for trips / falls.Provides some protection to operative against injury and contamination.Will reduce the risk of workers suffering injuries from lifting and handling.	2	3	6
Hazard: Possible physical Injury								

