

HEALTH & SAFETY PLAN

Incorporating

METHOD STATEMENT & RISK ASSESSMENT For the Demolition of



Ex- Jewson Site, Coombes Sawmills, Toynbee Road, Eastleigh, Southampton, SO50 9DN



Compiled by



Otterbourne Farm, Kiln Lane, Otterbourne
Winchester, SO21 2EN

23rd January 2023

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DOCUMENT CONTROL

<u>Preparation</u>	<u>Name</u>	<u>Position</u>	<u>Signature</u>
Prepared by	A Treagus	H&S Advisor	
Authorised	Adam Blake / Chris Lynch	Directors	

	<u>Revision</u>	<u>Issued by</u>	<u>Date</u>	<u>Signature</u>
01	A	A Treagus	09/02/2023	
02				
03				
04				

Changes incorporated at the last revision are marked by side lining adjacent to the affected text in red.

<u>Distribution</u>	<u>Original</u>	<u>Revision</u>			
		<u>01</u>	<u>02</u>	<u>03</u>	<u>04</u>
Client	X				
Principal Contractor	X				
CDM Principle Designer					
Site Office	X				
Office	X				

This document will be kept under review and modified to anticipate and reflect the changing circumstances and the standards achieved as the work progresses.

ANY UNSIGNED DOCUMENTS ARE UNCONTROLLED AND ARE NOT TO BE USED AS SITE DOCUMENTS.

PROJECT ORGANISATION

1).). CLIENT

Foreman Homes

Unit 1, Station Industrial Park
Duncan Road
Park Gate
Southampton, Hampshire
SO31 1BX

Tel: 0845 450 7716

Fax : 0845 450 7742

E-mail: will.rose@foremanhomes.co.uk
michael.kinsella@foremanhomes.co.uk
harrison.langdale@foremanhomes.co.uk

Contact

Will Rose, Michael Kinsella, Harrison Langdale

2). CDM Principle Designer

To Be Approved

3). PRINCIPLE CONTRACTOR (Demolition only)

HWM Contracting Ltd
Otterbourne Farm
Kiln Lane, Otterbourne
Hampshire
SO21 2EN

Tel: 01962 718 030 Fax: 01962 718 031

E-Mail: adam@hwmgroup.co.uk
chris@hwmgroup.co.uk

Contact

Adam Blake : 07774 251788
Chris Lynch : 07780 702468
Alex Treagus : 07876 031470
Steve Plumb : 07973 658365

GENERAL STATEMENT OF HEALTH AND SAFETY FOR THIS PROJECT

The safety and health of our employees' demands at least the same degree of attention and emphasis as that placed on our mainstream activity that encompasses quality, proficiency, efficiency, environmental and financial awareness. We also recognise our responsibilities for the health and safety of others that may be affected by our activities.

It is our main aim to achieve a working environment in all construction projects that is free of all work-related accidents, dangerous occurrences and ill health. To this end we will pursue continuing improvements from year to year.

We undertake to discharge our statutory duties by;

Identifying hazards on construction sites, assessing the risks related to them and implementing appropriate preventative and protective measures.

Providing and maintaining safe plant and work environment.

Establishing and enforcing safe methods of work.

Recruiting and appointing personnel who have the skills, abilities and competence commensurate with their level of responsibility.

Ensuring that technical competence is maintained through the provision of refresher training as appropriate.

Promoting awareness of health and safety and of good practice through effective communication of relevant information.

Furnishing the resources needed to meet these objectives.

All employees, designers and contractors on their part, are encouraged to give their fullest co-operation and to contribute actively towards achieving a work environment that is free of accidents, dangerous occurrences and ill health.

Our health and safety policy will be reviewed at suitable intervals to monitor its effectiveness and to ensure that it reflects changing needs and circumstances.

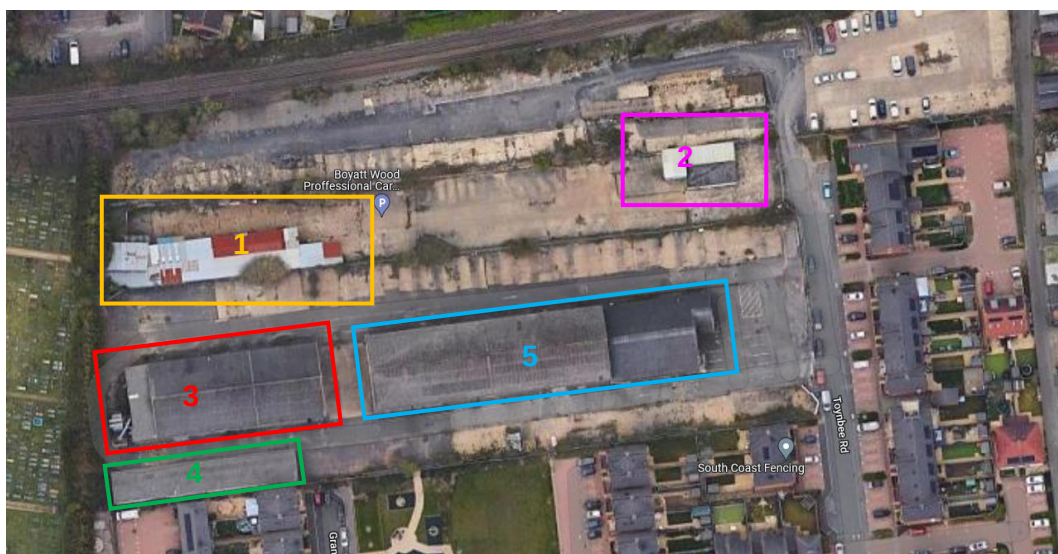
Signed for and on behalf
Of the Contractor



..... Date : 23rd January 2023

INTRODUCTION

1. This Health & Safety Plan incorporating method statements and risk assessments has been developed in response to the pre-tender health and safety plan which was prepared by the CDM Principle Designer, & Client in accordance with the CDM 2015 Regulations. This method statement describes HWM Ltd's site organisation and arrangements for managing health and safety. It provides information and procedures for all HWM C Ltd's site personnel (and visitors) on health safety and welfare matters.
2. The following Health & Safety Plan refers to the demolition and associated works of the site known as **Ex-Jewson Site, Coombes Sawmills, Toynbee Road, Eastleigh, Southampton SO50 9DN.**
3. This document is not definitive and may vary to ensure the safety of all those directly involved or otherwise. Any variation from the describe method of works and associated arrangements will be discussed with the Client before being submitted in writing to the CDM Principle Designer for approval and before the revised works commence. This document will be amended to suite the approved revisions.
4. The works in principal will comprise of 9 phases; -
 - 4.1. Phase one – The delivery and setup of adequate welfare facilities, Site fencing, and the implementation of the traffic management setup. (Site Fencing By Client – Foreman Homes, Welfare & Traffic Management by HWM C Ltd)
 - 4.2. Phase two - Delivery of all required plant including access equipment for the asbestos cement materials on and within the buildings and locate non asbestos materials in preparation for removal & disposal.
 - 4.3. Phase three – Obtaining documented evidence that the services have been disconnected & Removal of all other non-licensed Asbestos Materials.
 - 4.4. Phase four – Soft strip the existing buildings where required to aid the demolition works & Soft (Fixtures and fittings etc – general waste
 - 4.5. Phase five - The careful demolition of each building to floor slab level, following the soft stripping and asbestos removal works. (preceeding with the following demolition sequence which can be found below)



- 4.6. Phase six – Breakout and remove floor slab & foundations.
Depth of 300mm and foundations at a Maximum of 1.0m Depth) Lift where possible to reduce noise and vibration.
- 4.7. Phase seven – Crush all concrete, bricks, tarmac and ceramics and leave materials for the clients to re-use, Clear all non-recyclable demolition debris, leaving the site clean & tidy for inspection by client & Handover.

HEALTH AND SAFETY STANDARDS

1. Safety standards on the project will be as required by the relevant statutory legislation and the contents of the Company Policy on Health and Safety together with any special arrangements contained in the client's Health and Safety Policy. The statutory legislation relevant to this project include;-
- ☐ The Health & Safety at Work Act 1974.
 - ☐ The CDM 2015 Regulations.
 - ☐ The Management of Health and Safety At Work Regulations 2006
 - ☐ The Construction (Head Protection) Regulations 1989
 - ☐ The Control of Substances Hazardous to Health Regulations 2004
 - ☐ The Electricity At Work Regulations 1989
 - ☐ The Health and Safety (First Aid) Regulations 1981 (as amended)
 - ☐ The Health and Safety (Safety Signs and Signals) Regulations 1996.
 - ☐ The Highly Flammable Liquids & Liquefied Petroleum Gases Regulations 1972
 - ☐ The Dangerous Substances & Explosive Atmospheres Regulations 2002
 - ☐ The Work at Height Regulations 2007
 - ☐ The Manual Handling Regulations 1992 (as amended)
 - ☐ The Control of Noise At Work Regulations 2005
 - ☐ The Control of Vibration at Work Regulations 2005
 - ☐ The Personal Protective Equipment Regulations 2002
 - ☐ The Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 2013
 - ☐ The Lifting Operations and Lifting Equipment Regulations 1998 (as amended)
 - ☐ The Provision and Use of Work Equipment Regulations 1998 (as amended)
 - ☐ The Control of Asbestos Regulations 2012
 - ☐ The Working Time regulations 2009.
 - ☐ HSG136 – Workplace Transport Safety
 - ☐ The Pre-tender Health & Safety Plan.
 - ☐ Company Policy for Health, Safety and Welfare at Work.
 - ☐ Health and Safety Plans and Method Statements for specific activities where a specific risk is identified.
 - ☐ Risk Assessments in accordance with the Management of Health and Safety at Work Regulations 2006.
 - ☐ Regulatory Reform (Fire Safety) Order 2005

LOCATION AND SITE WIDE ELEMENTS

1. The project site is located at the End of Tonybee Road, Eastleigh, Southampton SO50 9DN, which is a single carriageway road having medium vehicular and pedestrian traffic in both directions.



2. The main routing access will be from Toynbee Road. The site access will be via the perimeter gate. All movements will be conducted around off peak traffic times due to many domestic properties surrounding the site. The buildings set for demolition will be accessed via the hardstandings surround the buildings.
3. The buildings requiring demolition are set within an heavily populated area and is accessed off Toynbee Road. The present fencing and gates do not currently define the project site boundaries and help prevent unauthorised access. The Client will erect a suitable fence line at vulnerable boundaries within the site to enhance the site security before works commence.
4. The client will place suitable protection measures around any sensitive areas within the working areas such as tree protection zones if applicable.
5. The HWM C Ltd will erect additional fencing and signage to create suitable drop zones during the demolition works.
6. The front of the site will be used for welfare and car parking for the works which will give both vehicular and pedestrian access to the site while providing parking and storage areas within the project boundaries.
7. HWM Contracting Ltd are aware of the following:

- There is non notifiable asbestos present within the buildings according to the survey conducted by Shelter Environmental Asbestos Management Ref : P-1010150 Dated 16th December 2022.
- The local area is being redeveloped with domestic properties in keeping with the current new properties surrounding the site.
- The services have not been confirmed to being isolated outside of the site, therefore the client will require to advise in writing once the service disconnections have been conducted.
- There is numerous domestic properties around the site therefore work times will commence later to avoid noisy works early in the day.
- Vehicle and plant movements to and from the site **will not** be conducted between 08:15 – 09:15 and 14:45 – 15:45 hours due to numerous school children walking to & from school. These hours will revert back to any time movements out of School Term Times.
- There is one small area with Japnaese Knotweed present, at the time of the inspection in December these plants could not be located in the pinpointed area. This requires further confirmation.



8. All HWM Contracting Ltd employees will be instructed to park within the site boundary within the designated parking area, No parking will be allowed outside of the site on pavements or verges;
9. The project site is set within a highly urbanized area. Numerous domestic properties including the main railway line from Southampton can be found beyond but still in close proximity to the project site boundaries forming a typical high density urban area.

Note: The works, site plant and equipment will be moved to the project site at low peak vehicular and pedestrian traffic flow times.

10. All means of escape and access in the case of an emergency will be maintained through the life of the project. This will include any temporary measures deemed necessary i.e. Temporary routes for escape and emergency service access and egress.
11. Liaison will continue throughout the life of the project to keep the project management team, the adjoining owners and occupiers updated with the current project status and any change of circumstances.
12. The works defined will take place within the site areas, which are within the project site boundaries. All operations, site plant, machines and operatives will be contained within the site boundaries. No access and use of any adjoining land shall be allowed, unless by the direction and consent of the Client / Principle Contractor.

PRINCIPAL AIMS AND OBJECTIVES

1. The principal aims and objectives are to control Health and Safety throughout the duration of the works of this project by the following methods; -
 - 1.1. To record the Projects Health and Safety arrangements for the management of the works phase together with monitoring procedures for compliance with the relevant statutory provisions ensuring, so far as reasonably practicable, the health and safety of all persons carrying out the work and all persons who may be effected by the work.
 - 1.2. To take reasonable steps to ensure co-operation between all contractors, so far as is necessary, to enable each contractor to comply with the requirements and prohibitions imposed on them by or under the statutory provisions relating to the construction works.
 - 1.3. Ensure only "authorised persons" enter the areas where works are being carried out.

MANAGEMENT OF HEALTH AND SAFETY DURING THE DEMOLITION PHASE.

1. The management of Health and safety in the works phase will be the implementation of:-
 - 1.1. The company Policy for Health, Safety and Welfare.
 - 1.2. Where appropriate, risk assessments in accordance with the Management of Health and Safety at Work Regulations 1999.
 - 1.3. Method statements for specific activities where a significant risk is identified.
 - 1.4. Weekly safety inspections by site management superimposed by safety audits of work in progress to ensure compliance with procedures identified in both the method statements and risk assessments together with statutory regulations.

MONITORING

1. Active and reactive monitoring of health and safety on the project will be implemented in the following manner, in accordance with the Company Policy for Health, Safety & Welfare and the Safety Management System.
 - 1.1. In addition to daily monitoring of Health and Safety on site, the site manager will on the first working day of each week carry out a safety check of the site.

- 1.2. Weekly Safety Audits for Health and Safety together with the availability and compliance with method statements and risk assessments will be conducted by HWM Contracting Ltd's H&S Coordinator.
- 1.3. The site manager will conduct regular monitoring of noise levels, dust levels during demolition and material movements, general weather conditions and dirt and debris being transported by site vehicles to the surrounding roads, additional suitable requirements will be put in place if levels become a problem to the surrounding areas.
2. Copies of the documents mentioned within this Section will (a) after being used at the site meetings will be filed within the safety file kept in the site office and (b) be forwarded to the Clients Health and Safety Manager for monitoring purposes.
3. The stated objective is to ensure that all work carried out on HWM Contracting Ltd sites is done safely and that a 'zero' accident rate is achieved. Monitoring site safety in the manner as described above allows for safety issues on site to be identified and actioned where necessary.

ARRANGEMENTS FOR THE CO-ORDINATION OF CONTRACTORS

1. It is the responsibility of the Management Team to monitor and develop the Health and Safety Plan to ensure the co-ordination of other contractors while work is taking place. This will be by ensuring that; -
 - 1.1. A common approach is developed for managing the Health and Safety by everyone involved in the Demolition phase.
 - 1.2. Assessments are prepared by contractors under the Management of Health and Safety at Work Regulations 1999.
 - 1.3. The provision and use of designated welfare arrangements.
 - 1.4. The implementation of the Health and Safety Plan to include the provision of risk assessments.
 - 1.5. Where necessary, ensure modification of the health and safety plan according to experience and information received from contractors.

INFORMATION FOR CONTRACTORS

1. Information on health and safety requirements will be provided to all contractors before the commencement of any site operations by safety induction training for all site personnel. Programme and planning meetings with contractors will also be held on a regular basis during which health and safety issues will be raised.

SELECTION PROCEDURES

1. Any contractors appointed during the demolition phase will be required to demonstrate they are competent to undertake the work required and that their employees have received an adequate level of training. This will be done by reference to previous performance standards and all contractors completing a health and safety questionnaire prior to appointment. Method statements and risk assessments must be provided by contractors and authorised by site management prior to any work being commenced. Method statements and risk assessments will be stored in a contractors register in the site office.
2. Machinery or plant for common use during the Demolition phase will only be selected from and provided by reputable suppliers. The selection of such machinery or plant will take account of the method

statement provided for the task and the conditions under which the machine or plant will be working. Only trained, competent workers will be allowed to operate the machinery/plant.

3. All plant and equipment brought onto site by Contractors must be safe and in good working condition, fitted with any necessary guards and safety devices.
4. Every lifting appliance and all working gear and anchorages as defined in the Lifting Operations and Lifting Equipment Regulations 1998 must have a 12 or 6 monthly safety examination certificate available for inspection prior to the equipment being allowed to operate on site.
5. All chains, ropes, slings and any other item of lifting gear must have a certificate showing it was thoroughly examined prior to first use and a certificate of examination within the previous 6 months available for inspection prior to being used on site, in accordance with the Lifting Operations and Lifting Equipment Regulations 1998.
6. All other plant (e.g. dumpers, excavators) must have a certificate of examination by a competent person (fitter or engineer) issued within the last 12 months to show that the plant is safe and has been serviced in accordance with the manufacturers instructions. Such plant will also be subject to a weekly inspection by a competent person and the inspection entered into the appropriate register (in addition to the record held by the operator).
7. No power tools or electrical equipment of greater voltage than 110 volts may be brought onto site. All electrical equipment must be tested and suitably tagged in accordance with the HSE Guidance on the Construction (Health Safety and Welfare) Regulations 1996.
8. Any electrical equipment including tools, transformers, generators, leads, plugs and sockets must remain in good condition whilst on site and any damaged equipment must be repaired by a competent person or replaced. Insulation tape/ block connectors etc. for repairing split/ scuffed leads etc. will not be allowed.
9. In accordance with the Provision and Use Of Work Equipment Regulations 1998 all operatives will be required to demonstrate that they have received adequate training before using certain pieces of plant/equipment (e.g. scissor lifts, dumpers etc.). Evidence of such training will be required to be produced at the safety induction training at the latest. Regulations require that persons using any work equipment are competent to use that equipment. Evidence of training does not in itself prove competence and any operative who is considered not to be "competent" when using a piece of work equipment will be stopped from using such equipment irrespective of whether they have evidence of training or not. The decision will rest solely with the Site Managers.

COMMUNICATION AND CO-OPERATION

1. Project, Client and Sub-Contract Review Meetings will be the means for communicating and passing information to all members of the project team, including the client, the client's representative, designers, CDM Principle Designer, contractors and others whose health and safety may be affected due to the construction work.
2. An "open door" approach should be adopted by all parties involved in the project. This will help encourage a sense of co-operation, involvement and a personal responsibility from all parties to complete this project safely and successfully.
3. Co-operation between contractors is expected so that the activities of one contractor will not create a risk to the health and safety of another.
4. Arrangements for providing co-ordination on health and safety issues on site will be by daily toolbox talks. These will maintain contact by site managers and supervisors with employees and contractors representatives.

5. All site managers and supervisors are to allow and encourage any representations to be made concerning health and safety issues on site by the workforce.
6. Where variations in design work or planned procedures are necessary during the work phase, these should be appropriately assessed in respect of health and safety implications and any information will be circulated to members of the project team including the CDM Principle Designer .
7. Regular site progress, design and project review meetings will be held and are a suitable forum for ensuring that the above requirements are met, in addition to other means of liaison with relevant parties due to daily changes.
8. Health and safety issues at these meetings should be high on the agenda and not be passed over at the end of the meeting due to lack of time. Items raised and discussed will be minuted, actioned where appropriate form part of the documentation to this Health and Safety Plan.
9. The following points will be included under the heading for health and safety issues.
 - 9.1. Recommendations and action taken or outstanding, following regular monitoring by site management or independent sources (i.e. safety inspections and audits.).
 - 9.2. Reports of accidents, dangerous occurrences, near misses and complaints including analysis and action.
 - 9.3. Recommendations of any safety representative.
 - 9.4. Pre-planning in light of project progress and work programmed before next meeting including updating of health and safety plan.
 - 9.5. Inter-relationship of contractors works to ensure co-ordination and co-operation.

INFORMATION AND TRAINING ON SITE.

1. All site personnel will be provided with a safety induction course on arrival. All personnel will complete the induction checklist form, which will be filed and held on site. The location of the F.10 notification and other statutory notices (Health & Safety at Work poster, Insurance Certificates, Company Policy Statement on Health, Safety and Welfare) will be made aware to them.
2. On-going safety training will be provided, as required, in the form of toolbox talks with safety method statements forming the basis of the agenda. The training will cover high-risk tasks including, using pneumatic breaking equipment, plant equipment, working at height, deep excavations, COSHH and any others selected by site management.
3. Where minimum standards are required i.e. machine operation etc., persons who do not meet these requirements will not be permitted to commence work on site except where provisions allow them to work under proper supervision.
4. Records will be kept of all training carried out on site including type of training and those present. These records entitled "Training" will be kept in the site office.

REVIEWS

1. Reviews will be conducted throughout the project, especially as different trades/contractors complete their work so that records can be made as to compliance with and standards achieved in regard to the Health and Safety Policy.
2. The initial review will be after 2 weeks from the commencement of the project and thereafter as decided by any relevant parties involved in the demolition project.

SCOPE OF WORKS

Phase 1

- Delivery of Welfare and general site set up.
 - To include fencing & any tree protection required. (By Client)
 - To include a suitable traffic management routing onto and around the working areas

Phase 2

- Delivery of all plant and equipment required for the demolition and access to the asbestos cement roofs.

Phase 3

- Obtain documented evidence that all services have been disconnected.

Phase 4

- Remove all asbestos materials in-line with the client supplied surveys.

Phase 5

- To carefully soft strip the buildings where applicable (Most buildings are empty only Fixtures & Fittings).

Phase 6

- To carefully demolish the buildings to floor slab level

Phase 7

- To break up & remove the floor slabs to a maximum depth of 300mm
- To break out & remove foundations to a maximum depth of 1.0m

Phase 8

- Segregate all waste streams for re-cycling / removal from site / disposal.
 - Concrete, Bricks, Tiles (Left On Site for Crushing)
 - Timber
 - General Waste
 - Asbestos Materials
 - Metals
- Set up suitable crushing area and crush all hardcore from the demolition for re-use on site.

Phase 9

- To clear all non-recyclable debris / arising from the works, leaving the site in a clean & tidy condition
- All materials arising from the works to become the property of HWM Contracting Ltd
- Client to be responsible for the disconnection of all utility services, perimeter fencing and any making good required.

1. The work is to be carried out in nine phases progressively completing one section before commencing the next, where applicable some phases will overlap or run in conjunction with each other.
2. All adequate precautions deemed necessary will be taken during the demolition process of the site. This will consider the proximity of existing services and the close proximity of some of the adjoining properties that are to be retained.
3. Specific Precautions; -
 - 3.1. HWM Contracting Ltd's Site Supervisor will visually survey the site in conjunction with works forecasts to determine the demolition, and the machines, tools and equipment to be used for the work (to include PPE).
4. It is the intention of HWM Contracting Ltd to carry out all the demolition operations employing extreme care while incorporating all reasonable safety precautions. However if structures of unknown stability or underground/covered service supplies having unknown position and depth are disturbed during the demolition works due to incorrect information or misdirection HWM Contracting Ltd will contest any claims made against them should any unforeseen event occur.

THE STRUCTURES.

1



2



3



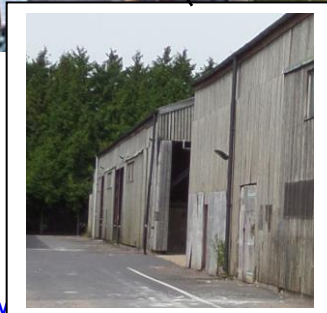
7



4



5



6



1. Timber & Tin Cladding, timber frames structure with corrugated tin roof sheets
2. Blockwork Structure with Flat Roof, plus Steel Framed section with tin cladding
3. Blockwork Structure with metal ventilation ducting and filtering box
4. Block Work & Steel Framed Structure with timber cladding and asbestos cement roof sheets
5. Timber Framed & steel bracing structure with timber cladding, timber roof trusses and asbestos cement roof sheets
6. Timber Framed structure with timber cladding, timber roof trusses and asbestos cement roof sheets
7. Newer Blockwork building structure with timber roof trusses and corrugated cement roof sheets

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STANDARD PROCEDURES

Site Survey & Statutory Authorities

Before commencement of works: -

1. A visual site survey will be carried out to assess all the site wide elements that affect the method and sequencing of work, the precautions that are to be taken regarding the health & safety and welfare of site personnel and visitors, the general public and property out side of the boundaries.
2. HWM Contracting Ltd has been informed that the client Foreman Homes has made all the appropriate Statutory Authorities aware of their intentions and that all necessary Notices and Licenses have been obtained, (planning permission/conditions etc.)
3. Foreman Homes has sent notification to all the owners and occupiers of the adjacent buildings or structures, informing them of the nature of the work, commencement date and working hours.
4. Liaison will continue throughout the life of the project to keep the adjoining owners and occupiers up dated with the current project status and any change of circumstances.

HEALTH & SAFETY FILE

Upon the completion of the works; -

1. The arrangements for passing INFORMATION to the CDM Principle Designer for inclusion in the HEALTH & SAFETY FILE will be adhered to. HWM Contracting Ltd will respond to the CDM Principle Designers requests for additional information and will maintain communication with the CDM Principle Designer by regular site meetings and inspections, telephone, email, fax and or written communications.

SITE ESTABLISHMENT

1. The current fencing and gates around the perimeter of the buildings do not provide adequate security measures and prevent unauthorised access. Where required additional heras fencing will be supplied and erected by the client.
2. It is the intention of HWM Contracting Ltd not to further undermine these measures in any way during the progress of the demolition work. However during the progress of the works, if required Heras fence panels will be erected in specified areas at the project site to enhance the boundary security conditions and to create exclusion zones.
3. Periodically, the fence panels will be checked by HWM Contracting Ltd and defects will be reported to the client Foreman Homes immediately and as required throughout the life of the project. The project site main entry gates are to be opened periodically during working hours to allow access.
4. A gate Marshall(s) shall attend during the site working hours to prevent un-authorized access. Banksmen will attend during the arrival and departure of all site plant, vehicles and equipment.
5. The gate marshal will guide all vehicles in and out of the site when it is safe to do so and when the public and pedestrians have been fore warned by the gate marshal of the vehicles intentions.
6. Appropriate signs will be strategically placed around the site perimeter boundary fences warning the general public that Demolition work is in progress. The signs will also display our full company name and address as well as contact telephone numbers, " Caution Demolition Site Keep Out " and " Hard Hat Area " signs are two important signs that are to be posted.

7. Statutory welfare facilities will be provided on the site. This area will act as the site centre and control point where all information, communication, instruction, first aid and welfare facilities will be readily available.
8. Smoking Area – to be provided outside of the welfare unit to include a bucket filled with sand for the extinguishing and discarding of used cigarettes.

Principle Fire Plan

1. Due to nature of demolition activity, areas are subject to frequent change. It is the responsibility of the Principle Contractor to formulate the evacuation procedures that are to be carried out on the site and associated areas that HWM Contracting Ltd control.
2. HWM Contracting Ltd will liaise with the client Foreman Homes to finalise and co-ordinate the details of the "Fire Plan" procedures before any work proceeds.
3. The Principle Fire Plan below will be adopted.
4. In Principal the construction fire plan procedures are; -
 - ☐ A "Gas Operated Fog Horn" will be used to sound an audible emergency signal. The alarm signal will be a series of short blasts for approximately ten to twelve seconds every twenty seconds.
 - ☐ In the event of a fire being discovered all site/workplace operatives will evacuate the area where the fire has been discovered and assemble at the "Muster Point" which will be outside the welfare units at the front of the site.
 - ☐ All operatives will be instructed to inform the site supervisor of the fire position and intensity. At no risk to any person the area will be checked to ensure that no personnel are in or have been trapped in the area of the fire.
 - ☐ The site foremen/workplace supervisor will check and record that all site/workplace operatives and visitors are accounted for and if not record they're last place of work or location. This information will be reported to the fire brigade by the Site supervisor upon their arrival.
 - ☐ No attempt will be made to re-enter the affected area. The Site supervisor will direct the fire brigade to the fire and inform them of the location and its intensity.
 - ☐ All fire precautions and emergency procedures will be re-addressed by the fire brigade and the site supervisor before any work commences.
 - ☐ All muster points, routes of escape and routes of access and egress for emergency vehicles will be established together with the distribution of all necessary first aid appliances fire blankets and alarms before the contracted works commence.
 - ☐ All parties carrying out duties and/or working on the site will be instructed regarding these matters during the site induction talk.

SITE RULES

This section explains the company site rules that apply to all employees, contractors and visitors. Deliberate contravention of these rules will be viewed as a breach of contract and disciplinary action will be instigated that could end in dismissal. It must also be noted that contravention of Health & Safety Legislation is a CRIMINAL OFFENCE and that a prosecution could be instigated against any individual by the Health & Safety Executive.

1. All employees, contractors and visitors are to report to the Site Supervisor every time they enter the site and are to ensure they have been recorded into the "Site Attendance Register".
2. All employees, contractors and visitors are to receive a site safety induction with specific reference to safety awareness, known hazards and these site rules. They are to sign that they have received and understood the information given.
3. All HWM Contracting Ltd's sites are HARD HAT, HI-VIS, GLOVES, SAFETY GLASSES and SAFETY BOOT sites. This applies to anyone entering our sites. Comply or be removed from site. **(Shorts will not be Permitted)**
4. All suitable PPE is to be worn when appropriate as identified by work risk assessments and by instruction of the Site Supervisor. This is to include gloves, dust masks, goggles and ear protection.
5. The project site area is to be clearly defined with secure fencing/hoarding and relevant warning signs erected around the site perimeter.
6. Operatives are to confine themselves to the work areas and welfare areas. All other areas are out of bounds.
7. All plant, equipment, materials and waste must be kept within the confines of the site.
8. Public and working areas must be kept clean and clear of obstructions and waste.
9. No machine, item of plant or equipment is to be operated by any person unless they have been trained and are authorised to do so. Evidence of training and competence must be provided.
10. No machine, item of plant or equipment is to be repaired, adjusted or maintained by any person unless they have been trained and are authorised to do so.
11. No work activities shall be undertaken without a traffic management plan being in place. When in place, no person shall cross the safety rope/barrier/fence or interfere with any traffic management unless authorised to do so by the Site Supervisor.
12. Before any excavation work, the area must be CAT-SCANNED and checked for underground services, irrespective of whether service's drawings are available or not. The Site Supervisor must give his permission for any excavation.
13. Any fault, defect (including damage) or malfunction in any item of machinery, plant, equipment, tool or guard must be reported immediately to the Site Supervisor. Daily safety inspections of all plant, machinery, equipment, tools and vehicles must be conducted before use to check for defects.
14. All plant, machinery, equipment and vehicles must be immobilised when left unattended on site at any time or parked overnight.
15. No vehicles, plant, machinery, equipment, materials or waste must block the sites access or exit at any time.
16. There is to be NO REVERSING WITHOUT A BANKSMEN of any plant or vehicle on any site regardless of whether CCTV has been fitted to the vehicle or not.
17. The maximum speed on any site is **10 mph**.
18. Mobile phones will not be used whilst operating any plant or equipment.
19. No person shall use a personal stereo (or similar) while working on site.
20. All hazard notices, warning signs and safety signs displayed on site are to be read, understood and obeyed.
21. No persons shall consume/administer or possess illegal drugs or alcohol at work or whilst travelling to and from the site.
22. Any person, who, in the opinion of the Site Supervisor, or his nominee, is suspected of being under the influence of alcohol or drugs will be suspended from site and could be dismissed permanently.
23. Smoking will not be permitted anywhere on site except in the designated areas.
24. Electrical circuits are to be isolated or turned off by named and competent electricians only.
25. Site electric power tools are to be 110 volts or less.
26. Working platforms are only to be erected or adapted by authorised personnel.

27. All waste is to be disposed of in the correct container.
28. All liquid spills are to be cleaned up immediately using a propriety spill kit. Used spill kits are to be bagged, labelled and disposed of as hazardous waste.
29. All emergency procedures relevant to your work area are to be obeyed.
30. Any use of or damage to fire fighting equipment is to be reported to the Site Supervisor immediately.
31. Seek medical assistance immediately for any injury (No matter how small) received at work. Report it in person to the Site Supervisor.
32. Accidents and notifiable accidents will be reported to the office and recorded in the site Accident Book by the Site Supervisor.
33. Copies of HWM Contracting Ltd's Site Personnel Qualifications and Certificates will be held on site for the duration of the works.

Misconduct

Any person on site, found to have acted in any one of the following ways, shall be subjected to disciplinary procedures and/or dismissal.

1. Wilfully breaching these site rules or the company Safety Policy.
2. Removing any guard or protective device without permission.
3. Operating any plant, equipment or machinery without authority or training.
4. Misusing items provided for first aid.
5. Recklessly interfering with or misusing anything provided in the interest of Health, Safety and Welfare at work.
6. Removing or defacing signs, notices or labels or any other warning device.
7. Misusing any chemical, flammable substance, hazardous or toxic material.
8. Smoking in designated "No Smoking" areas or whilst using flammable substances.
9. Taking part in horseplay, larking about or practical jokes.
10. Making false declarations or interfering with evidence following an accident or dangerous occurrence.
11. Misusing compressed air, electric or pneumatic equipment.
12. Overloading lifting equipment or plant.

SAFETY AND FIRST AID

1. The site will be designated as a hardhat area and together with all other protective clothing, footwear and equipment will be worn and used by all operatives whilst working within the project site boundaries to include if required, safety harnesses to prevent and arrest falls from heights. Mobile working platforms with safety rails will be used to provide safe high level working platforms.
2. A first aid kit commensurate to the number of operatives will be kept, as would the accident report book in the site office. All operatives will be made aware of their location. The site will be manned by a full time competent Site Supervisor.
3. The Directors, Mr Adam Blake & Mr Chris Lynch are both available in the case of emergency on the office numbers or Adam on 07774 251788 or Chris on 07780 702468, these being mobile numbers thus giving twenty four hour contact.

SITE INDUCTION

1. On the day of commencement and prior to any work starting, all site operatives will attend an induction course that will be undertaken by HWM Contracting Ltd's Site Supervisor. Areas of safety and welfare will be addressed as well as emergency access and egress routes, fire precautions and all other matters pertinent to this particular project. All new site operatives i.e. directly employed self-employed or subcontractors will be instructed to report to the site agent at the commencement of their first working day on site before they enter the site and start work.

2. All HWM Contracting Ltd's site operatives will be CITB Construction Industry Training Board trained (CSCS affiliated).
 - Safety awareness in plant operations.
 - Safety awareness in the removal of asbestos-based materials.
3. All new site operatives will be asked to produce their CPCS or CSCS Cards (or similar approved) as proof of qualification, experience and competence.
4. All untrained and/or site operatives with out certificates will be trained to the appropriate standard before being allowed to commence any instructed site operations.
5. The induction talk will include an outline description of the company's organisation and management system key personnel welfare and staff facilities. The issues of health and safety that are to be stated at the site induction will include,
 - The health & safety plan.
 - The requirement to heed personnel safety, the safety of others and the public emphasising that any breach of duty will result in a reprimand or dismissal in extreme cases.
 - First aid.
 - Fire procedures.
 - Accident procedures.
 - Site evacuation procedures.
 - Obtaining and using protective clothing and safety equipment.
 - A brief out line of the likely hazards that may be encountered, together with examples of any accidents that have occurred.
 - A brief out line of further safety training and information that is required for site purposes e.g. the Demolition phase health and safety plan method statements and risk assessments.

TOOLBOX TALKS

1. Toolbox talks to assess regular feedback from the site operatives and personnel are to be carried out by HWM Contracting Ltd's Site Supervisor every morning before the work commences, or when required as set out below.
 - Additional new arrivals on site.
 - Change in the site working conditions and environment.
 - Change in the sequence of the programmed works.
 - The introduction of new working practices.
 - The introduction of new legislation and or changes that will affect the site.
 - Change of site rules.
 - Discovering unforeseen hazards e.g. discovery of notifiable asbestos materials.
 - Changes to plant, machinery, tools and safety equipment.
 - Change in supervisory staff.

WORKING HOURS

1. The site working hours will be from 08:00 to 17:30 hrs. Monday to Friday. Saturday from 09:00am to 13:00 hrs. No Sunday and Bank Holiday working. Ideally, where possible, noisy plant works not to commence until 9:00am.

SITE ACCESS

1. The use of the site access will be available between the hours of 07:30 to 18:00 hrs Monday to Friday and 08:00 to 13.30 hrs Saturdays. No access on Sundays and Bank Holidays.
2. Vehicle and Plant movements to & from the site during school term times will not be conducted between 08:15 – 09:15 and 14:45 – 15:45 hours.
3. Preparation for Demolition works will start from 07:30am and commencement of noisy work at 8.30am on Weekdays and 09:00am on Saturdays due to the location and close proximity to other dwellings.
4. Liaison will continue throughout the life of the project with Foreman Homes, the Local Authority, Police, adjoining owners and/or occupiers in relation to traffic routes for site vehicles and to up date them with the current project status and any change of circumstances.

NOISE

1. All reasonable measures will be taken to control noise levels to within or lower than the regulated decibel levels to comply with the statutory noise restrictions as stated in The Control of Noise at Work Regulation 2005 and The Noise and Statutory Nuisance Act 1993.
2. The lower action level is 80dB (A) and the upper action level is 85dB (A).
3. All Machines owned by HWM Contracting Ltd and or are hired from reputable suppliers all operate under the regulated noise levels. The hire companies perform regular maintenance on the plant.
4. All machines are equipped with baffles, lined compartments and silenced exhausts to reduce the machines operating noise level to within or lower than the regulated decibel levels to comply with the Statutory noise restrictions. **It is mandatory to wear hearing protection while attending these machines as Banksman/signallers.**

Precautions

- Re-site or relocate noise source.
- Control noise at source by mufflers, acoustic shields, exhaust silencers, or equipment dampers.
- Issue and instruct on the correct use of PPE i.e. ear defenders.
- Orientate plant to direct noise away from noise sensitive areas i.e. adjoining properties.
- Enclose source of noise.
- Rotate noise exposure times twenty minutes work / two hours break.
- Liaise with who it may effect to agree work and rest times.

Noise Levels:

PLANT	NOISE LEVELS
300 Kobelco Excavator	81.3 – 103.0 dB (A)
250 Volvo Excavator	79.0 – 89.1 dB (A)
220 Volvo Excavator	79.5 – 89.7 dB (A)
Concrete Crusher	90.3 – 108 dB (A)
9 Tonne Dumper	69.0 – 78.5 dB (A)

WHILST USING ANY OF THE ABOVE LISTED EQUIPMENT, HEARING PROTECTION MUST BE USED BY USERS AND OTHER OPERATIVES WORKING IN CLOSE PROXIMITY. (Excluding the Excavator Operators)

NUISANCE DUST

All reasonable measures will be taken to control nuisance regarding dust and pollution, complying with all reasonable requests from the client Foreman Homes and occupiers of the near by / surrounding properties.

At various times during the demolition works, real time dust monitoring will be conducted at various locations, within the the site and on the boundaries and the details recorded.

The main sources of dust to arise will be during the demolition & crushing process. The mitigation measures are dependant on the weather. During a dry spell, water spraying shall be used to damp down the surfaces. During wet periods, attention shall be drawn to the trafficking of debris by vehicles on to the highways. In this case the roads shall be inspected daily and cleaned as appropriate.

Dust suppression measures shall be assessed throughout the demolition works and reviewed as necessary. This will have regard to the nature of the works, the location and proximity of adjacent properties and the public.

The following precautions and best practise measures will be adopted from the beginning of the project.

1. Continual dampening down using fine water spray on to activity areas that may create dust.
2. No activities carried out in areas in close proximity to the adjoining properties during moderate or high wind conditions.
3. All loose debris and arisings that are light enough to be lifted up by the aforementioned wind speeds are to be cleared from the external or exposed site-working areas.
4. The debris and arisings will be either removed from the site or stored on the site in containers or spoil heaps with tied down covers.
5. In dry and windy conditions selected site areas will be hosed down to reduce the migration of debris, dirt and dust particles into the air.
6. Sheeting of haulage vehicles entering/leaving site.
7. Covering of site skips.
8. During muck shift periods, provide road sweepers when necessary.
9. Regularly inspect and clean approach roads.
10. Establish site speed limits to prevent the creation of dust,
11. Continual on site monitoring carried out by the person in charge to ensure the aforementioned mitigating action is adhered to.

By using the dust mitigation measure above, the potential for dust emissions to arise shall be significantly reduced.

HAV's VWF (Hand Arm Vibration & Vibration White Finger)

<u>Tool</u>	<u>Vibration Magnitude</u>	<u>Time to Reach EAV 2.5m/s² A(8)</u>
Disc Cutter	3.9 m/s²	3 Hours & 17 Minutes
Reciprocating Saw	8.5 m/s²	0 Hours & 42 Minutes
Jetwash	2.0 m/s²	12 Hours & 30 Minutes



HAND-ARM VIBRATION EXPOSURE CALCULATOR

Version 5.6 June 2019

Company name / work area:		HWM Contracting Ltd - Ex-Jewson Site, Toynbee Road, Eastleigh Southampton SO50 9DN - Forman Homes									
Employee ID and/or task name:		Various									

Tool or process name Select HSE recommended initial values or enter your own information	Vibration magnitude m/s ²	Exposure points per hour	Time to reach EAV 2.5 m/s ² A(8)		Time to reach ELV 5 m/s ² A(8)		Exposure duration		Partial exposure m/s ² A(8)	Partial exposure points
			hours	minutes	hours	minutes	hours	minutes		
Disc Cutter	3.9	30	3	17	13	9				
Reciprocating Saw	8.5	145		42	2	46				
Jet Wash	2	8	12	30	>24					

Zoom to fit

Reset

Help

Print (preview)

Reset Options:
☐ Lock tool or process information
☐ Lock company and calc. by names

Instructions for use:
Enter vibration magnitudes and exposure durations (for an individual worker or a task carried out by several workers) in the **white areas**. Results are displayed in the **yellow areas**.
Information on tool types may be entered directly into the tools/process names columns, or selected from a drop-down list of HSE recommended initial data values.
To clear all cells, click on the 'Reset' button
Tick the 'Lock tool or process information' check box to prevent 'Reset' clearing these cells
Additional information such as company name, worker name may be added if printing or saving the calculation.
For more information, click the 'Help' button

Daily exposure
m/s² A(8)

Total exposure
points

Exposure calculation by:	A Treagus	Calculation date: 23 Jan 2023
Job role:	Health & Safety Advisor	

PLEASE NOTE THAT THE ABOVE CHART DOES NOT PERMIT 1 OPERATIVE TO USE EACH ITEM FOR THE MAXIMUM TIMES STATED.

Documented monitoring of operatives using Vibration Equipment will be conducted following usage passing times detailed in the column **"Time to reach ELV 2.5m/s² A(8)"** - Details to be recorded on the **HWM Vibration Checksheet**.

Operatives must cease using any vibrating equipment after the times detailed in the column **"Time to reach ELV 5m/s² A(8)".**

Please also note that the above table is for guidance purposes only as there are too many variables that require consideration for confirmed accuracy.

SECURITY

- HWM Contracting Ltd will ensure that all the security measures are maintained during working hours attendance, after this the site will be left as secure as practically possible. Upon the completion of work at the end of each working day the site will be left as secure as possible. The continuation of the boundary wall and fence line will be checked all gates locked and all site plant and equipment left turned off and disabled.

Disabling Machines and Plant

- All machines hired by HWM Contracting Ltd are fitted with a key ignition system that once the key is removed will render the machine unusable. Therefore at the end of each working day each machine will be parked in a selected area and the keys removed.
- All project site boundary security conditions will be checked for continuity. The project site entrance gates will be locked by the site supervisor after the last person has left the project site area.

BURNING ON SITE

1. No burning on site.

RISKS AND HAZARDS

1. Responding to information set out in the tender documents and our initial visual survey of the site the following risks and hazards are now considered.

- Equipment / Mechanical
 - Entanglement
 - Cutting
 - Stabbing / Puncturing
 - Impact
 - Crushing
 - Drawing In
 - Air or high pressure fluid injection
 - Hand Tools
- Transport
 - Works Vehicles
 - Plant
 - People / Vehicle Interface
- Access
 - Slips, trips & falls
 - Falling or moving objects
 - Working at height
- Handling & Lifting
 - Manual Handling
 - Mechanical Handling
- Electricity
 - Fixed Installations (Live Services)
 - Portable electrical tools
- Chemicals
 - Dust, Fume, Gas
 - Toxic, Carcinogenic, harmful, corrosive, flammable
- Fire & Explosion
 - Flammable Materials, liquids, gases
 - Explosion
 - Means of Escape, detection and alarms
- Particles & Dust
 - Inhalation
 - Ingestion
 - Abrasion to eyes & skin
- Biological
 - Bacterial
 - Viral
 - Fungal

- Environmental
 - Noise
 - Vibration
 - Humidity
 - Ventilation
 - Temperatures
- The Individual
 - Not suited / trained for the type of work

Existing Services

1. The client Foreman Homes will advise the locations and when all services to the buildings set for demolition have been disconnected.
2. All services that are required to remain live will be protected by the client.

2.1. Remaining Live services will have at least a 2m exclusion zone around them until they have been terminated. Until HWM Contracting Ltd has documented evidence of terminations the services will not be removed.

COSHH Hazards

1. HWM Contracting Ltd will instruct all site operatives and personnel that unidentifiable materials, substances and products may be found and or uncovered during the course of the demolition works. Upon discovery all work is to stop in the area and the person in charge is to be contacted. A site operative may stand a safe distance away from the suspected hazardous item or substances to warn others passing to move away. In extreme cases the area will be cordoned off until a specialist arrives to identify the item or substance and decide on the method of rendering the item or substance safe and correct means of disposal. The item will be removed from site and deposited at the appropriate waste facility, in extreme cases by a specialist contractor to a licensed waste processing facility.
2. Small amounts of unleaded petrol will be used for refilling portable plant. The fuel will be stored in small 10 litre containers away from all sources of ignition. No fuel will be stored over night on site.
3. Diesel will be stored on site in a steel double bunded tank. A spill kit and fire extinguishers will be close to the tank at all times. (All fuels that are stored on site will be kept in a suitable and fully signed designated area.)

Weather conditions (winds)

1. Work will not be carried out in moderate to high winds. All loose debris and arisings that are light enough to be lifted up by moderate to high winds speeds are to be cleared from the external or exposed site-working areas. The debris and arisings will be either removed from the site or stored on the site in containers or spoil heaps with tied down covers. In dry and windy conditions selected site areas will be hosed down to reduce the migration of debris, dirt and dust particles. In the event of extreme high wind speeds the site will be closed after the clearance of all exposed hazardous materials, substances, operatives and personnel.

Visitors.

1. Under the control of HWM Contracting Ltd, all unauthorised people will be excluded from the site working areas by the provision and maintenance of security fence panels, lockable gates and a gate marshal. Trespass and warning signs will be posted stating that all visitors to the site must report to the site agent before entering the site. These arrangements will be monitored and directed by the site supervisor. All visitors will report to the site office where they will be instructed to sign and date visitors' book, recording their time of arrival and the purpose of their visit. After this they will be issued with the appropriate safety equipment and protective clothing e.g. hardhat and boots prior to being escorted around the site by a member of the site team. The signed and dated visitors' book will be re-signed recording the visitors' time of departure. HWM Contracting Ltd will instruct all visitors that they must not enter the active site areas. They will also be informed that the presence of hazardous materials and structures may exist within these defined areas and that hazardous activities are also taking place within the aforementioned areas.

Storage of Gas Cylinders.

1. The storage area for gas cylinders, temporary or permanent, must have a level base and be surrounded by a fence at least 2 metres high.
2. The storage area must be at least 2 metres away from boundaries, buildings, fixed sources of ignition and electrical equipment.
3. Signs must be clearly displayed on the fence indicating a gas storage area and prohibiting smoking and the use of any naked flame in the area.
4. There should be sufficient shelter to prevent the cylinders from being exposed to extremes of weather.
- 5.

Working in confined spaces

1. Not applicable to this project.

Mechanical Plant and Equipment

1. Plant operators are required to walk around the site with the site supervisor and banksmen before demolition works commence.
2. Plant operators must agree the work areas and exclusion zones with the supervisor and banksmen.
3. Checks must be made for obstacles, uneven or sloping ground and for any basements, voids, ducts and underground tanks.
4. Plant operators are to discuss the work with the banksmen so they are aware of their intentions and the sequence of work. Agree a means of communication with the banksmen.
5. If necessary enclose the machines working area with a line of Heras fence, creating an exclusion zone with all operatives and banksmen on the outside.
6. Ensure the machine is on a sufficiently level surface and that it can comfortably reach the area it is required to work.
7. Do not "Stretch" outside the machines designed working radius.
8. Do not travel on uneven ground with the boom raised.

General Protection

1. As required all adequate physical protection will be afforded in the form of timber toe and edge protection boards, screens, Fire rated monoflex sheeting, fencing and warning signs to be used as necessary and where appropriate. All arisings and debris will be cleared when practicable or stock piled ready for removal from site to a licensed recycling facility.
2. Continual monitoring will be carried throughout the project to ensure that no one enters any designated exclusion areas, and no un-authorised entry to the working area is conducted.

General Protection- Site Operatives

1. All operatives under the control of HWM Contracting Ltd's Site Supervisor, at the start of each day a toolbox talk is given by the Site Supervisor. The days work is discussed, instructions are given and the appropriate PPE issued. An attendance register will be drawn up recording the names of all operatives present. The delegation of duties and roles are given to include named banksmen.

Traffic Management.

1. All movements will be arranged and liaised with the client Foreman Homes before they are conducted.
2. All machine plant, vehicles and equipment will be contained within the project site boundaries.
3. HWM Contracting Ltd will use Toynbee Road and the current site access gate as the main site access to the buildings set for demolition.
4. All lorries arriving on site at the start of each day will not queue on the roads around the site, all waiting lorries will park within the site.
5. Loads being removed from site will be staggered throughout the day therefore avoiding queues. (If many vehicles are required)
6. A gate Marshall(s) shall attend during the site working hours to prevent un-authorised access.
7. Banksmen will attend during the arrival and departure of all site plant, vehicles and equipment.
8. All Banksmen will be wearing "Orange" High Visibility Clothing whilst everyone else on site will wear "Yellow" High Visibility Clothing.
9. The gate marshal will guide all vehicles in and out of the site when it is safe to do so and when the public and pedestrians have been fore warned by the gate marshal of the vehicles intentions.
10. The gate marshal will instruct all exiting vehicles to follow the route used to access the site and only when the road and public footpath is sufficiently clear of traffic.
11. All arriving vehicles will be instructed to approach the site along Toynbee Road and the internal Site access route once entering via the Main Access gate under the guidance of the gate marshal.
12. Where Practicable, Internal site traffic will be segregated from pedestrians by the erection of physical barriers. These barriers will be subject to frequent change as the work progresses. The site supervisor will monitor the site traffic routes and determine where the operative's walkways will be sited.
13. Where possible one way site traffic routes will be set up.
14. Site setup, Welfare lay out plan will be divided approximately as detailed on the following pages.

Proposed Site Set up Plan



	Site Offices, Welfare & Parking
	Demolition / Clearance Area
	Welfare / Parking Area
	Access Gates
	Plant Unloading / Delivery Area
	On Site One Way Vehicle Routing
	Fuelling Area

Site Map, HGV Vehicle Route



Legend

→ Vehicle Routing to Site

Note : HGV's must access Toynbee Road from the Motorway Junction 13 onto Leigh Road and continue to Toynbee Road.

Toynbee Road can only be accessed by HGV's after 09:15 up until 14:45 and after 16:00 once the school children have arrived and then finished the day respectively.

Asbestos Removal

1. The Asbestos demolition surveys (Type 3) will be completed before demolition commences, a visual check in conjunction with the surveys will be conducted to make sure all asbestos materials listed within the survey have been located ready to be removed in accordance to current asbestos regulations.
2. HWM Contracting will remove all non-notifiable asbestos materials in accordance with the supplied Asbestos demolition surveys (Type 3) before the main demolition works proceed.
3. If any asbestos materials not detailed within the current surveys are found during the works then the following will be conducted;
 - 3.1. Stop works and seek advice from suitably trained individuals or company to identify the offending materials.
 - 3.2. Use a suitable Licensed Removal Team for the removal of the materials under controlled conditions.
 - 3.3. Or issue all appropriate Personnel Protection Equipment (PPE) will be issued to the HWM team and the asbestos-based materials will be carefully removed by hand. Special attention will be taken not to break any of the asbestos-based materials.
4. Throughout this process the material will be kept damp to minimize the chance of any fibres becoming airborne. The asbestos waste and debris will be removed from site as soon as possible to prevent it being disturbed. If any of the material cannot be removed immediately it will be covered with heavy-duty Polythene and stacked in a clearly visible place or placed directly into awaiting skips pending removal for suitable disposal.
5. All asbestos-based materials will be removed in strict accordance and compliance to the relevant statutory documents.
 - All necessary licenses will be obtained prior to any works being undertaken
 - Health & Safety at Work Act 1974.
 - The Management of Health & Safety at Work Regulations 1999.
 - The Waste (England & Wales) Regulations 2011
 - Environmental Protection Act 1990
 - The Control of Asbestos Regulations 2012
6. At the end of the works all Consignment notes will be submitted to the Planning Supervisor to be incorporated within the Health and safety file for subsequent handover to the client Foreman Homes .

Waste Removal

1. HWM Contracting Ltd will ensure that removal and disposal of all demolition arisings will be carried out in strict accordance and compliance to the relevant statutory documents; -
 - ☐ Health & Safety at Work Act 1974.
 - ☐ The Control of Pollution Act 1989 (Amended)
 - ☐ The Environmental Protection (Duty of Care) Regulations 1991
 - ☐ The Pollution Prevention and Control Regulations 2000
 - ☐ The Hazardous Waste (England and Wales) Regulations 2005
2. All the demolition arisings that will be leaving site will be segregated into five waste streams. This will be wood, recyclable materials, metal, Asbestos cement and general waste.
3. All arisings and waste will be removed from the project site area and delivered to the Licensed Waste disposal facility. All consignment notes and disposal facility receipts will be kept as proof that the correct method of disposal has been strictly adhered to.

Plant Equipment

- 2 x 30 Tonne 360 Excavator with various attachments (Buckets, Breaker, Selector Grab)
- 1 x 25 Tonne 360 Excavator with various attachments (Buckets, Breaker, Selector Grab)
- 1 x 22 Tonne 360 Excavator with various attachments (Buckets, Breaker, Selector Grab)
- Concrete Crusher
- Cherry Picker (For Roof Sheet Removal) (If Required)
- 8 Wheel Tippers / RoRo Lorry
- Waste Skips (15 Yard & 40 yard)
- Dust Suppression Equipment (If Required)
- Road Sweeper (If Required)

- Various hand tools (Crow Bars, Sledge Hammers, Disc Cutter, Reciprocating Saw)

PPE Required

Mandatory

- | | |
|--|----------------------------------|
| • High Viz Clothing (Vest Minimum) | BS EN 471 Class 2 |
| • Safety Boots | (S3 Minimum) BS EN 20345 & 13287 |
| • Gloves (Various Types Depending on Works) | BS EN 388 |
| • Safety Glasses | BS EN 166 & 170 |
| • Hard Hat | BS EN 397 |

As required or as directed by Site Manager & H & S Advisor

- | | |
|--|------------------------|
| • Disposable Dust Suits (Type 5/6) | BS EN 13982-1 & 13034 |
| • Disposable Surgical Type Gloves | BS EN 374-1 & 2 – 2003 |
| • Safety Wellington Boots | BS EN 20345 |
| • Warm Clothing | BS EN 13688 |
| • Waterproof Clothing | BS EN 343 |
| • Ear Defenders | BS EN 352-3 |
| • Face Fitted Dust Mask (Sundstrum SR100 & P3 Filter) | BS EN 140 |
| • Anything else deemed suitable by the site manager or risk assessments | |

METHOD OF WORKS

General

1. In principal, our intention is to commence and complete the demolition works in nine phases, completing each section of work before commencing the next. However some of the works phases will be run in conjunction with each other.
2. Most methods of demolition work are to be carried out by a 360° hydraulic excavator having a standard boom fitted with all necessary implements to include buckets, shears, selector grabs and any other attachments deemed necessary or useful. All machines will be equipped with baffles, lined compartments and silenced exhausts to reduce the machines operating noise level to within or lower than the regulated decibel levels to comply with the statutory noise levels. Regular maintenance and component replacement ensure all machine exhaust emission levels are equal to or lower than the statutory environmental requirements. (Noise levels will be monitored and recorded daily)
3. The client will erect suitable fence panels to secure the site.
4. The client Foreman Homes will ensure all service heads have been terminated outside of the site. (Written evidence must be provided by the client prior to the works commencing) The services will be checked and disconnected by the clients contractor once on site. This will be conducted systematically to prevent missing any services. This includes; Electric, Gas, Water, BT
5. Before any work commences our intention is to ensure that the site is secure on all the boundaries to prevent unauthorised access, providing adequate protection and warning signs as required.
6. If required, erect additional Heras fence panels, warning signs and all necessary protection measures primarily in the form of timber protection boards forming screens, debris netting and sheets to zone the works.

7. Where required Independent hoses and spray devices built into the excavators' tool attachment will apply light water sprays to the specific operating areas throughout the demolition works. (The client will supply a suitable water supply)
8. If required suitable alternative dust suppression equipment will be used to stop dust pollution affecting the surrounding properties. Monitoring of dust will be conducted daily.
9. If required individual Method Statements and Risk Assessments will be written to expand the use of hand methods of demolition for specific work situations.

Phase 1 –

10. HWM Contracting Ltd will arrange and setup suitable welfare on the site prior to the demolition works commencing.
 - a. As a minimum the welfare will include washing facilities with hot and cold running water including soaps, a toilet suitable for the quantity of personnel on site, & a canteen / office area with, if possible a suitable area for hanging and drying clothing.
 - b. HWM Contracting Ltd will help set up the boundary fencing and vehicles routing in conjunction with the client Foreman Homes.
 - c. HWM Contracting Ltd will arrange a suitable site office to be supplied, The client Foreman Homes have advised they will organise a suitable water supply where required.

Phase 2 -

11. HWM Contracting Ltd will liaise with the client and advise when plant equipment will be moved to the site.
12. Plant equipment will be moved to the site at off peak times to reduce the potential disruption to the surrounding domestic properties & the local school.
13. Delivery companies will be instructed to follow the access routing once inside the site.
14. All delivery lorries will follow the designated routing to the unloading area.
15. If required, Banksman will assist and hold any traffic until the vehicles have left the public highway into the unloading has been completed.
16. Only suitably trained operatives will be permitted to operate / unload excavators.

Phase 3 –

17. Prior to any demolition works, all operatives involved with the demolition will check the complete site in accordance to any supplied service drawings. The client will advise of service locations and if the services have been terminated outside of the site.
18. The services within each building will be visually checked by a suitably trained services engineer, unless the client has advised all services have been terminated outside of the site. (Written Confirmation of this will be required)

Phase 4 –

19. After liaison with the client supplied asbestos demolition survey and locating and marking all detailed materials, Removal of all asbestos products detailed within the demolition / type 3 asbestos surveys will commence, in accordance with current legislation.
20. The asbestos report detail that various asbestos materials have been located, although due diligence will be required during the demolition works, any other suspected asbestos materials found will be checked by a suitably trained operative and where required samples taken to an accredited laboratory for further analysis and if required, removed in line with current legislation.
21. Suitable access equipment will be utilised to access the asbestos materials on the structures.
22. Operatives, using the client water supply on the site will dampen the asbestos materials prior to removal.
23. Where possible operatives will remove the asbestos roof sheet materials by cutting any fixings rather than breaking it.
24. Suitable RPE & PPE will be worn by operatives at all times during the asbestos material removal works.
25. Where possible, roof sheets will be lowered to the ground manually or following the cutting of fixings, an excavator with a selector grab attachment will carefully grab the sheets and place them onto the ground.
26. If it is not possible to safely access the fixings then the excavators will mechanically remove the asbestos cement roof sheets and cladding where applicable.
27. All fragments / debris will be cleared up and placed into the skip for removal and disposal.
28. The asbestos cement materials will be kept wet throughout the process to minimise dust / fibre release.
29. Suitable air monitoring will be conducted if the second method of removal is required to prove dust and fibre release is not being released and exposing the surrounding areas or other work areas.
30. Following the removal of the roof materials, they will be bagged / wrapped in polythene and taped shut and placed into a waste skip. The waste asbestos materials will be removed from the site and taken to a licensed waste facility for disposal.
31. All other asbestos materials will be carefully removed, bagged / wrapped in polythene, sealed and placed into the enclosed skip.
32. All documents for the disposal of the asbestos materials will be kept as evidence that the correct method of disposal has been conducted, copies of these documents will be supplied to the client at the conclusion of the works.

Phase 5 -

33. Following the removal of all known asbestos materials, the soft stripping of the buildings will be conducted.
34. Using suitable hand tools and access equipment where required, all fixtures, fittings and linings will be removed from the internal of the buildings.

35. All waste materials from soft stripping each structure will be segregated into each waste stream, these waste types will be either stockpiled on site ready for removal or placed into awaiting receptacles for subsequent disposal to a licensed waste / recycling facility.

- Wood / Timber
- General Waste
- Plaster Board
- Metals
- Asbestos Materials (Previously Removed)

36. Operatives using hand tools will commence with removing the internals.

37. Soft stripping will be conducted in a methodical manner completing each section of the buildings before moving onto the next, this avoids operatives having to regain access to areas which could be deemed very dangerous.

38. Soft stripping will only be for fixtures and fittings, all other debris left behind following the exit of the current occupiers.

Doors, Door Frames & Windows

- Glass within windows, doors and frames will be taped over to prevent shattering during removal works.
- Heavy fire doors and frames can be moved using trollies and wheel barrows.
- Doors, Door frames, windows, architraves, skirting boards etc will be removed using hand tools such as crow bars, breaker bars, mattocks and sledge hammers or combinations of them.
- All waste streams will be removed from the building as the works continue and placed directly into awaiting skips by the excavators with selector grab attachments.
- Protruding nails or sharp items will be knocked flush following removal and prior to manually handling the items to prevent puncture, cuts and abrasions.

Stud Partitions

- Where partition walls are not load bearing, operatives will remove the plaster board or other covering materials that make up the walls and segregate for suitable disposal.
- The timber / metal structures will then be removed using hand tools and or a reciprocating saw.
- Each wall structure will be cut into suitable sized sections for ease of handling and removal from the buildings.
- Where applicable the waste will be sorted further outside of the building and placed directly into waste skips.

Cables & Services

- During the soft stripping of stud walls and interiors, operatives will, where possible remove cables and services.

- In most cases, Cabling, pipeworks, cables trays, ducting will be removed during the structural demolition via the excavators.
- As each section of the building is strategically demolished the excavator operators will pick out small articles and place within the like waste piles or placed directly into waste skips.
- This will reduce the need for operatives to access awkward locations, unnecessary works at height and manually lifting heavy or long lengths of this type of waste stream.

Waste Electrical & Electronic Equipment

- WEEE articles (monitors, microwaves, TV's, computers)
- As part of the soft stripping works this will be conducted prior to removing fixed items from the buildings.
- These waste items will be placed directly into a waste skip or on suitable pallets and wrapped in preparation for removal and disposal off site.

Fluorescent Lights (Bulbs, Tubes)

- These items will be removed by hand methods making sure bulbs and tubes are not smashed.

Bulbs & Tubes (Mercury)
Starters (Possible PCB's)

- These articles will be placed in suitable containers and disposed of as hazardous waste.

39. Following the soft stripping completion of each area, the area will be cordoned off using warning tape and no access will be granted at any time.

Phase 6 –

40. Following the removal of all asbestos materials and the soft stripping of the structures, demolition excavators will commence with the strategic structural demolition of the buildings.
41. In accordance with the sequencing and direction of travel the buildings will start to be demolished.
42. Demolition will be carried out by 360 excavator machine and will work from the gable ends in the directions indicated on the next page.
43. Machines will work from top down and then bay by bay into each wing of the buildings under water suppression to keep dust levels down.
44. Excavators will conduct the demolition works to floor slab level on all structures inline with the example pictures below;



45. As works progress, site arisings will be sorted into various categories to maximise the recycling value of the buildings:

Wood
Plastic / General Waste
Metals (Ferrous & Non-Ferrous)
Plaster Board

Hardcore - Brick, Concrete, Tiles, Ceramics, Tarmac

46. All materials other than the Hardcore will be removed from site and taken to licensed recycling facilities for suitable disposal. This will be conducted as they are generated and skips are filled.

47. The brick and concrete will be set aside in a stockpile ready for crushing towards the end of the project for re-use as suitable construction materials for hard standings and clean vehicle and pedestrian routing.

48. Throughout the works, the hardstandings will remain for as long as possible to reduce the amount of mud and debris being trafficked from the site on the public highway / surrounding roads.

49. As required suitable wheel washing in the form of a jetwash or powered wheel wash unit, will be utilised to further reduce the amount of mud and debris being trafficked to the local highways.

Phase 7, 8 & 9 – (Running in Conjunction with each other / Overlap)

50. Following the demolition of the structures to floor slab level, the excavator operators will commence with removing the floor slabs and foundations. Where possible these will be lifted to reduce noise and vibration from using breakers.

- a. Floor slabs to a maximum depth of 300mm
- b. Foundations to a maximum depth of 1.0m

51. Throughout the demolition works, all waste streams will be sorted into like materials and will be loaded into awaiting vehicles for removal and disposal to licensed waste recycling facilities

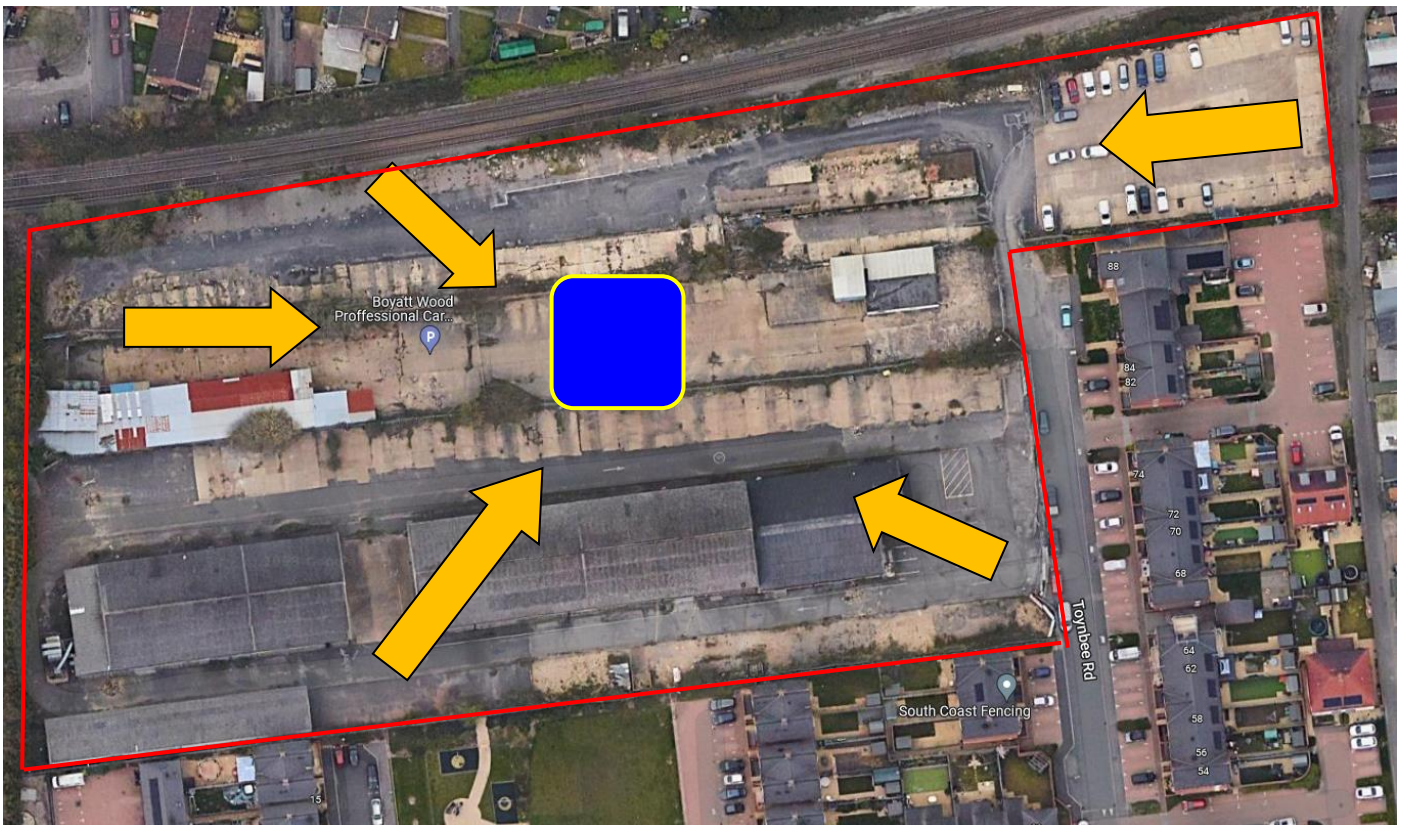
- Timber
- Plastic
- General Waste
- Plaster Board

- Metals
- Concrete & Bricks (To remain on site for crushing into suitable reusable aggregates)

52. The works will again be conducted in sequence following the demolition of the structures.

53. During the removal of floor slabs and hardstandings, site routing will be maintained to eliminate the requirement for trafficking onto the public highway.

54. Works will commence from the outer edges of the site and materials will be moved to the crushing location. (This can be seen below)



55. All waste / arisings will be cleared during the works to keep the working areas tidy.

56. Prior to removal works commencing, the following basic procedures will be followed;

57. Check service drawings (A1 Size)

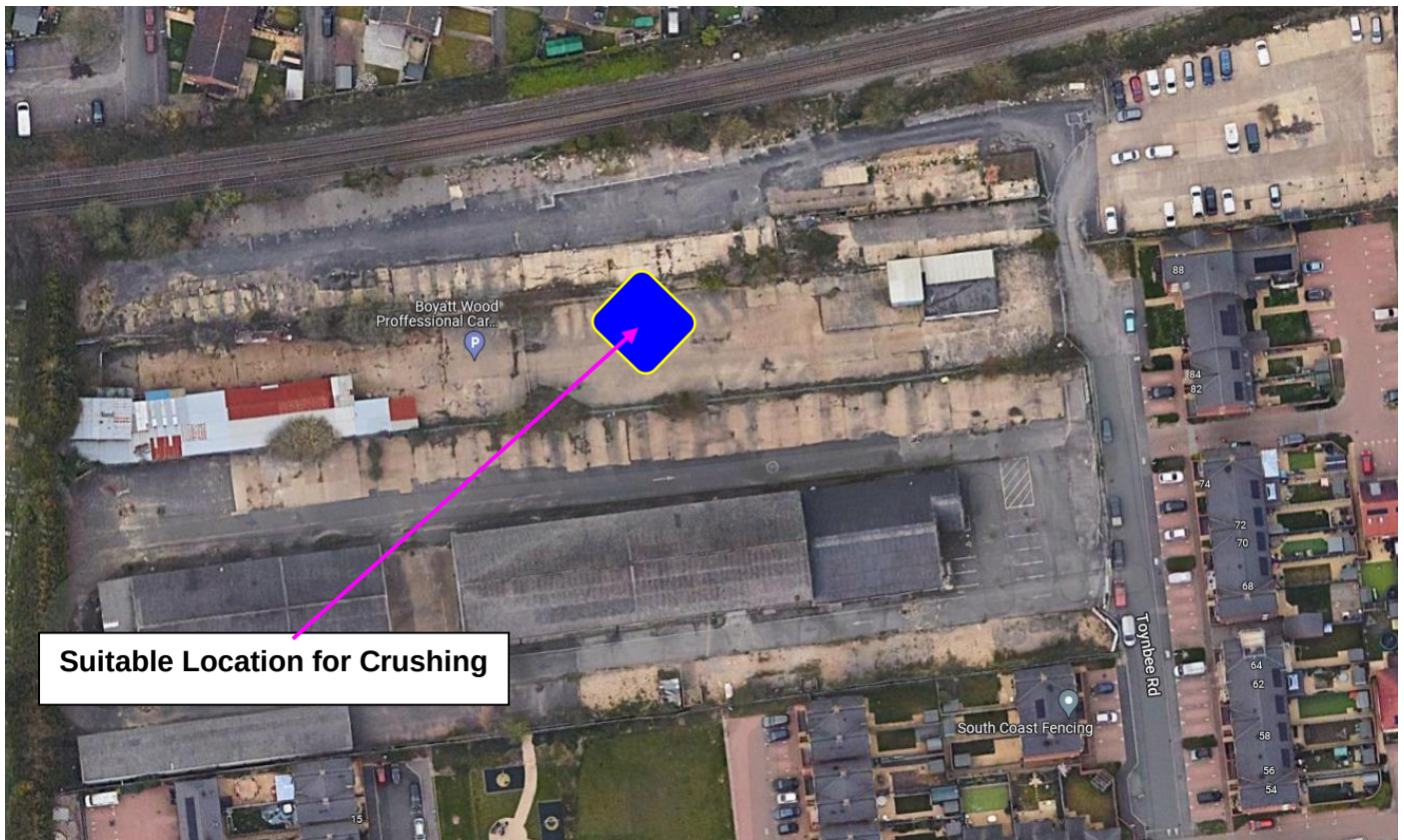
58. CAT Scan workings areas and surrounding areas in accordance with the service drawings. Identified services to be marked with spray paint and timber stakes.

59. Permits to dig then completed and a copy of service drawings attached including all live service locations marked on the drawing in accordance to the working areas.

60. Excavators using buckets and selector grabs will commence lifting the floor slabs and carefully removing the arisings for crushing on site.

61. If the slabs are not easily lifted, then the excavator will use a breaker attachment for short durations to break holes across the slab area.
62. The excavator will then lift and break out the slabs with a selector grab and or digging bucket.
63. As the slabs and foundations are removed the voids will be levelled to prevent having open excavations around the site.
64. All operatives in attendance during the breaking out works will wear suitable hearing protection with a minimum SNR Ratings as follows;
- Ear Defender Attachments on Hard Hat SNR 31
 - Ear Plugs (Disposable Single Use Corded) SNR 39
65. All concrete arisings will be moved to the crushing area pending crushing into suitable re-usable materials (6F2 or Type 1)
66. Crushing arisings for Re-use on Site
67. Demolition arisings will be stockpiled in a suitable location on site agreed with the client, this will include, concrete, bricks, mortar, tiles, ceramics, etc.
68. The crusher will be delivered to site and set up at a suitable location next to the hardcore stockpile.
69. Operators will make sure there is sufficient area around the crusher for plant to load, clear the belts and access around it.
70. Dust suppression equipment will be set up to reduce the dust emissions during the crushing process.
71. Works will then commence with loading the crusher using a suitable excavator.
72. As the materials are crushed, the reinforcing bars in the concrete and other ferrous metals are removed during the crushing process via the mag belt fitted above the exit conveyor.
The remaining crushed materials exit to a separate pile off the end of the conveyor.
73. Once the first materials have been put through the crusher, the crushed materials will be visually checked for sizing conformance depending on which recycled materials are required on site.
74. The jaws of the crusher are then adjusted to suit smaller crushed materials or larger crushed materials depending on the requirements.
75. Where required the, periodically during the crushing process the excavator will clear the exit belt of crushed materials to prevent the materials jamming the conveyor belt.
76. The ferrous metals will also be loaded into a skip for removal from site to a licensed recycling facility for disposal.
77. Alternatively as the to be processed stockpile shrinks and the processed stockpile grows, the crusher will be moved to accommodate this.
78. Where required the spray bars on the crusher will also be utilised to further reduce the risk of dust emissions.
79. The working areas will be left clean and tidy and ready for inspection by the client and handover.
80. Crushing will be conducted under a separate method statement and risk assessment.

Proposed Crushing location

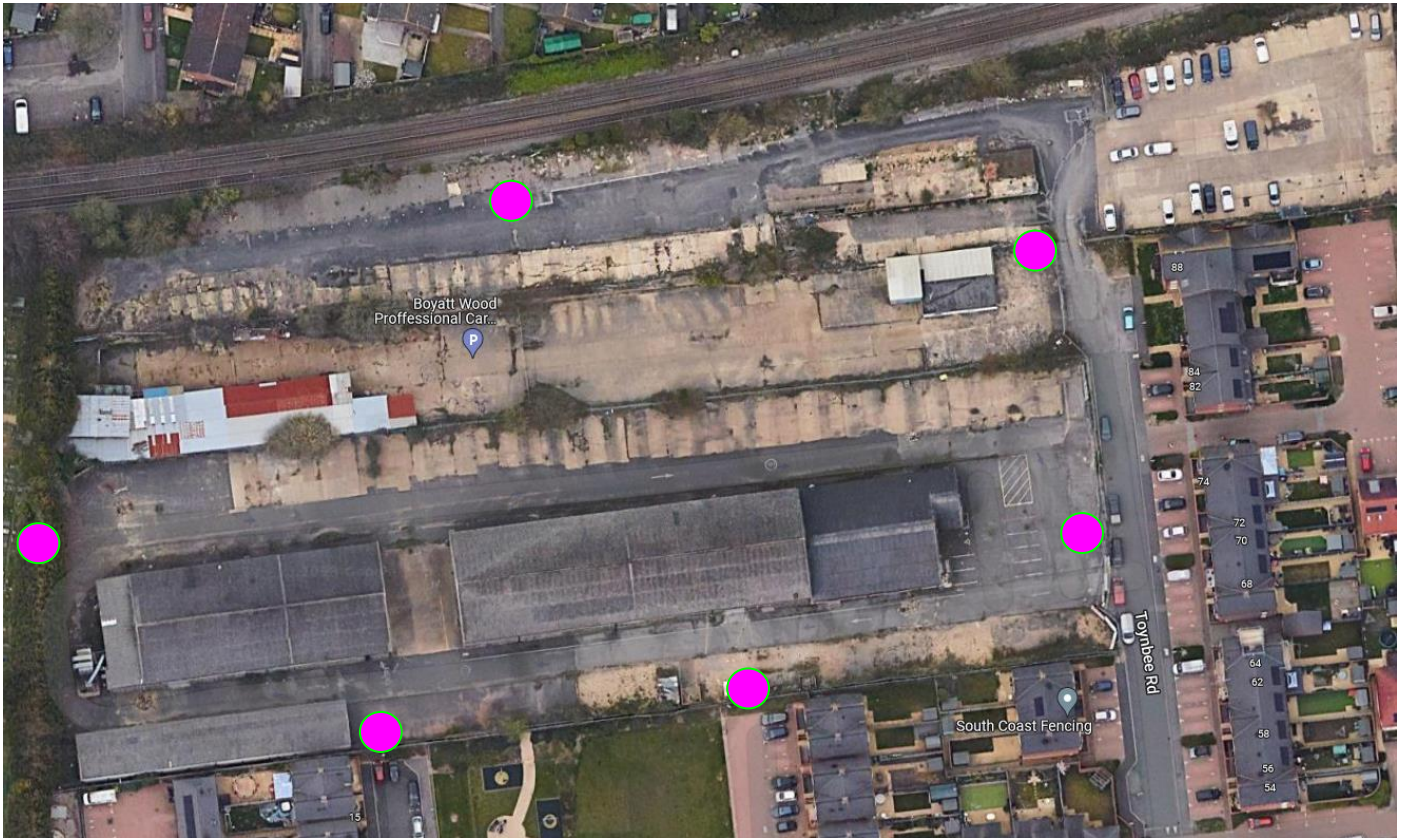


81. Operatives will set up a suitable area, in line with the plan in this document in preparation of crushing all concrete and hardcore.
82. The area will be set up away from any of the boundaries where domestic dwelling are situated in close proximity.
83. The area will be suitable and sufficient for the following;
 - 80.a. Area for rubble stockpile
 - 80.b Working Area for actively loading the crusher
 - 80.c. Working Area for clearing the exit belts of the crusher
 - 80.d. Working area for stockpiling the crushed arisings in preparation for the client to re-use.

General

1. As the works progress, visual monitoring will take place, to ensure the safety of all those working within the project site area.
2. Where required and as necessary continual watering down procedures will be maintained throughout the progress of the work contributing to the suppression of dust migration.

3. As the work progresses all arisings and debris will be loaded into either independent waste containers or the waste containers of waiting vehicles. The vehicles are to be attended at all times, they will be fully loaded upon arrival and depart immediately when full.
4. Throughout the demolition works, suitable random real time dust and noise monitoring will be conducted and the details recorded for submission to the client at the end of the project.
5. The monitoring points will be approximately as detailed below;



6. During the asbestos roof sheet removal works, asbestos air monitoring will be conducted by a suitable technician and results issued immediately on site.
7. A banksman or banksmen will attend to assist as necessary. All arisings and debris will be cleared when ever practicable and upon completion the site will be left clean and tidy, for inspection and handover.
8. All boundary walls, fences and security structures, existing, new or temporary will be maintained and protected during the contract period.
9. Reverse site set up procedure and leave site.

COMPLETION

1. Upon completion of all the demolition works on the site, the client will be invited to undertake a site survey to ascertain that he / she is fully satisfied that all the works have been undertaken in accordance with the contract documents.

RESPONSIBILITY

1. The above method of work sequence will be adopted from the commencement through to the completion. It will be the responsibility of the Site Supervisor to ensure that all works are undertaken in accordance with this method statement.

Print Name.....

Signature.....

Date

For and on behalf of HWM CONTRACTING LTD

APPENDIX A

EMERGENCY PROCEDURES

EMERGENCY PROCEDURES

Arrangements for dealing with minimising the effects of; -

Injuries. First aid arrangements and equipment must be in place before any work commences the Principal Contractors Site Supervisor is to arrange for the supply of the materials, signs and regulation information. The Principal Contractors Site Supervisor is to ensure that all site personnel know the location of the aforementioned in accordance to RIDDOR Risk of Injury Disease or Dangerous Occurrences Regulations and COSHH Control of Substances Hazardous to Health Regulations.

Disease. Adequate welfare arrangements and equipment will be in place before work commences to include first aid and washing facilities.

Dangerous Occurrences. The Principal Contractors Site Supervisor will ensure that all site personnel are fully informed and trained regarding carrying out operations or handling materials, which may result in a dangerous occurrence. This will be carried out by issuing specific method statements. Face to face instruction with written confirmation and operators signature to prove understanding of instruction As RIDDOR.

Fire, explosion. The Principal Contractors Site Supervisor will ensure all planned safety measures have been provided, that is all fire precautions in accordance with the regulations are supplied and maintain all first aid appliances comply with relevant British Standards including regular service and maintenance. All hazardous materials shall be stored and handled in accordance with the suppliers' instructions and company health and safety policy instructions

REPORTING INJURIES, DISEASES AND DANGEROUS OCCURRENCES REGULATIONS 1995.

These regulations make reporting accidents and ill health a legal requirement for every employer, the self employed or anybody in control of a building site or premises of work. All major injuries, death, disease and dangerous occurrences should be reported immediately.

All incidents can reported online following the link detailed below, but the telephone service is provided for reporting fatalities and specified injuries only.

Phone: 0845 3009923 (8.30am – 5.00pm)
Internet: <http://www.hse.gov.uk/riddor/report.htm>
Email: riddor@natbrit.com

(If Essential to Submit by Post) Health & Safety Executive, Redgrave Court, Merton Road
Bootle, Merseyside, L20 7HS

Categories to Report.

Major injuries or death.

If there is an accident connected with work and your employee, or a self employed person working on your premises or site is killed or suffers a major injury (including as a result of physical violence), or a member of the public is killed or taken to hospital you must notify the **Incident Contact Centre** without delay. Notifiable major injuries are

1. A fracture other than to fingers, thumbs or toes.
2. Amputation.
3. Dislocation of the shoulder, hip, knee or spine.
4. Loss of sight. (temporary or permanent)
5. Chemical or hot metal burn to the eye or any penetrating injury to the eye.

6. Any injury resulting from electric shock or electric burn leading to unconsciousness, or requiring resuscitation, or requiring admittance to hospital for more than 24 hours.
7. Unconsciousness caused by asphyxia or exposure to a harmful substance or biological agent.
8. Acute illness requiring medical treatment, or loss of consciousness arising from absorption of any substance by inhalation, ingestion or through the skin.
9. Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a biological agent or its toxins or infected material.

Dangerous Occurrences.

1. Collapse, overturning or failure of load-bearing parts of lifts or lifting equipment.
2. Explosion, collapse or bursting of any closed vessel or associated pipe work.
3. Failure of any freight container in any of its load bearing parts.
4. Plant or equipment coming into contact with overhead power lines.
5. Electrical short circuit or overload causing fire or explosion.
6. Any unintentional explosion, misfire.
7. Malfunction of breathing apparatus while in use or during testing immediately before use.
8. Collapse or partial collapse of a scaffold over five metres high, or erected near water where there could be a risk of drowning after a fall.
9. A dangerous occurrence at a pipeline.
10. The unintended collapse of any building or structure under construction, alteration or construction where over five tonnes of material falls or a wall, floor or any false work falls.
11. An explosion or fire causing suspension of normal work for over 24 hours.

Reportable Diseases.

1. Poisons.
2. Skin diseases.
3. Lung diseases.
4. Infections.
5. Others e.g. occupational cancer.

Note. The enforcing authority may be the Health & Safety Executive or the Local Authority. In either case the construction site injury or dangerous occurrence will be reported to the Area Health & Safety Executive office applicable to the site (see Health & Safety Welfare Site Arrangements form).

Contractors (CDM) Regulations. Contractors making reports under RIDDOR must immediately inform the Principal Contractor who may wish to investigate the incident and consider changing the Demolition phase Health & Safety Plan.

Records. The Principal Contractor, HWM Contracting Ltd will keep records of all reportable injuries and dangerous occurrences noting the following information

Date and time of accident of the accident causing injuries or dangerous occurrences.
Personnel details.
Full name.
Occupation.
Nature of injury or condition.
Location of accident or dangerous occurrence.
Brief description of the circumstances.

All causes of accidents will be investigated to,

Identify the cause to initiate measures to prevent re-occurrence.
Gather information for use in any proceedings.
Confirm or refute any claim.
Prepare notifications to enforcing authority.

Procedure to determine:

- The cause.
- Who was involved?
- When, where and why it occurred.
- Consider how it could have been prevented.

WELFARE FACILITIES

Arrangements for the provision and maintenance of welfare facilities.

The Principal Contractors Site Supervisor will ensure all welfare and first aid facilities are in place before any of the construction work commences.

REGULATIONS

Copies of the regulations will be kept on site and or/work place.

All site personnel will be informed of the locations of the first aid kit and welfare facilities by notice boards face-to-face instruction written handouts etc.

TRAINING INFORMATION

Information and training for people on site and the arrangements for checking the provision of; -

Health and Safety information's. The Principal Contractors Site Supervisor will ensure that all health and safety information's is readily available on site and that all site personnel know of its location and availability. Communication by face-to-face instruction.

Health and Safety training. The Principal Contractors Site Supervisor (in person) is to check and record the persons' name and qualification of competence relating to the job operation. It is the site agent's responsibility that no operative carries out duties beyond his qualification or experience.

Information provided (by Employers) about the project e.g. name of CDM Principle Designer , principal contractor, relevant parts of the health and safety plan arrangements for project specific awareness training tool box or task health and safety talks of statutory notice.

The Principal Contractor 's Company Health and Safety Supervisor will visit the site to ensure that the arrangements for specific training, toolbox or health & safety talks have been or will be given. He will also check that all the required notices have been displayed at clearly visible locations.

HEALTH, SAFETY AND WELFARE SITE ARRANGEMENTS

HWM Contracting Ltd
Otterbourne Farm
Kiln Lane
Otterbourne
Winchester
Hampshire, SO21 2EN

Tel: 01962 718 030 Fax: 01962 718 031

Project Site Address

Ex-Jewson Site (Coombes Sawmill)
Toynbee Road
Eastleigh
Southampton
SO50 9DN

Site Supervisor

Paul Butcher

Tel. **07990 515333**

Contractor

HWM C Ltd

Tel. 01962 718 030

HWM Safety Advisor

Alex Treagus

Tel. **07876 031470**

Appointed Person : Paul Butcher

Tel. **07990 515333**

First Aid Room Location – Works Office

The nearest Hospital is; - **Southampton General Hospital**
Tremona Road
Southampton
Hampshire
SO16 6YD

Distance: **9.2 Km – 5.7 miles**

In case of an accident phone **02380 777222** or dial **999**

Local Office of the Health & Safety Executive

Priestley House, Priestley Road,
BASINGSTOKE, RG24 9NW

Tel: 0845 345 0055

Fax: 01256 404100

The Person responsible for Health & Safety on this site is

EVERYONE

HWM Contracting Ltd Safety Advisor

Alex Treagus

Tel. 01962 718 030

Fax. 01962 718 031

MOB: 07876 031470

BASIC PROCEDURE IN THE EVENT OF EMERGENCY – CABLE STRIKE

Introduction

Power cables are extremely dangerous and will potentially cause death or extreme injury in the event of coming into contact.

The following details are to be followed at all times whilst working in close proximity to cables.

The following points should be taken into consideration before works commence :

Establish if the work can be avoided or specialist features designed / built in to avoid working under or close to live cables.

Specialised training may be required for the task being carried out

Specialised equipment may be required for the task being carried out

The task would usually have been classified as high risk by the risk assessment

The task may contain some or all of the following risks but not limited to -

- Working close to services - electricity
- Electrocution (Death)
- Electric Shocks
- Arcing (Flashover) from plant strike to ground operatives
- Burns
- Explosion
- Damage to Plant machinery
- Other work situated close to the cables
- Crossing paths at cable locations
- Loss of supplies to local areas

The following procedure is designed to be used in conjunction with the site specific method statement & risk assessments, and any issued / required permits of isolation.

Purpose

The purpose of this document is to ensure working activities near power cables at the various sites are:

- Communicated and coordinated with all affected parties (i.e. clients, site manager, foreman, site personnel)
- Conducted in a safe manner.
- A safe working environment for all employees
- Performed in accordance with Health & Safety policies

Procedure

1. Obtain service drawings and establish power levels on cables from SSE.
2. Liaise all information to all on site prior to works.
3. Request cable isolation (If Possible)
4. Suitable barriers placed along the cable route to prevent crossing at unauthorised places.
5. Place warning signage at crossing points detailing clearances, power rating of cables, and emergency contact numbers.
6. Plant using crossing points (Excavators, lorries, dumpers. (Banksmen to supervise / direct all crossings from a safe distance)
7. Banksmen to be at least 15m away from plant during works and crossing maneuvers.

8. In the event of plant striking cables or working too close and causing overload / arcing / damage to cables, excavator operators to stay in excavator cabs and not get out.
9. Ground teams to vacate the area and be at least 20m from plant involved or live cables.

10. In the above event, operatives to raise alarm to site management.

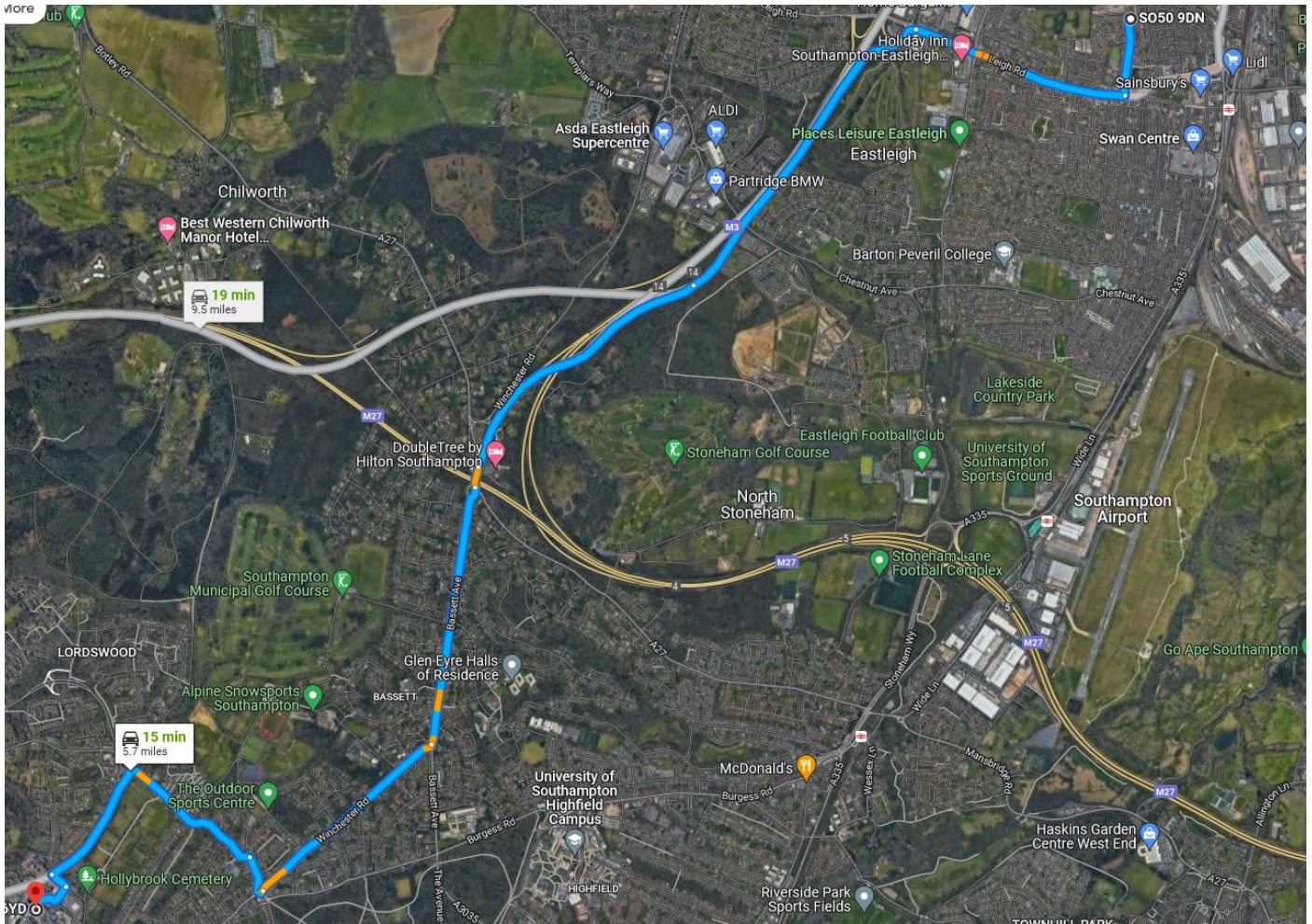
11. Any arcing (Flashover) from plant to operatives, all other operatives are not to aid the injured party due to possible arcing (Flashover) to them.

12. No access to plant or injured operatives will be permitted until confirmation that cables have been isolated by SSE.

CONTACT SSE on 0800 052 0400 and state location for services to be isolated.

Contact Emergency services on 999

Hospital Directions



SO50 5DN – Ex-Jewson, Toynbee Road, Eastleigh Demolition Site

1. Turn Right out of site entrance and continue to the end of Toynbee Road
2. Turn Right onto Leigh Road and Continue on the A335 / Leigh Road following the signs to the M3
3. Turn onto the M3 and follow the signs for Southampton and Exit at Junction 14
4. Continue to Chilworth Roundabout and take the 2nd Exit and continue onto Bassett Avenue (A35)
5. Continue Along Bassett Avenue to the Winchester Road Roundabout
6. Take the 2nd Exit onto Winchester Road
7. Continue on Winchester Road to the Next Roundabout
8. Take the 3rd Exit off the roundabout onto Hill Lane
9. Take the Left Turn onto Lordswood Road
10. Follow Lordswood Road to the Traffic Lights and take Left Lane
11. Turn Left at the Traffic Lights onto Coxford Road
12. Follow the Signs to the Hospital and A & E Department

SO16 6YD – Southampton General Hospital

STAFF SAFETY FIRE PROCEDURE

HWM Contracting Ltd
Otterbourne Farm
Kiln Lane
Otterbourne
Winchester
Hampshire, SO21 2EN

Tel: 01962 718 030 Fax: 01962 718 031

Project Site Address

Ex-Jewson Site (Coombes Sawmill)
Toynbee Road
Eastleigh
Southampton
SO50 9DN

Site Supervisor: Paul Butcher

Tel. **07990 515333**

INSTRUCTIONS TO STAFF.

If you discover a fire,

1. Raise the alarm at the nearest call point or shout "FIRE, FIRE, FIRE".
2. If you are unable to tackle the fire, without taking personal risk, leave the area immediately.
3. On hearing the fire alarm (GAS OPERATED FOG HORN) Proceed immediately to the assembly point.

ASSEMBLY POINT

Outside Welfare Unit / Site Office

4. Use the quickest route of escape.
5. Do not stop to collect personal belongings.
6. Do not enter or re-enter the building until you are told it is safe to do so.

WHEN DEALING WITH FIRE : -

If a persons clothing is on fire, wrap a blanket, rug or similar article closely around them and lay them on the ground to prevent flames reaching the head.

If petroleum materials are involved distance yourself as far away as possible. Do not try to deal with the fire yourself.

Shut the doors and if possible, the windows of the room in which the fire is discovered.

IT IS IN YOUR OWN INTEREST : -

To study this notice, to know what to do in the event of a fire and how to use the fire appliances.

To make yourself familiar with all means of escape in case of a fire and to avoid any obstruction of the escape routes at all times.

APPENDIX B

RISK ASSESSMENTS

INTRODUCTION

The following risk assessment refers to the demolition works at **Ex-Jewson (Coombes Sawmill), Toynbee Road, Eastleigh, Southampton SO50 5DN**. This risk assessment is not definitive and may vary to ensure the safety of all those directly involved or otherwise.

Seeking out, identifying and quantifying hazards is the essence of risk management and it is important that this activity is systematically carried out during the life cycle of the project. There are numerous approaches to risk management, from the complex quantitative approach to the relatively simple qualitative approach based upon personal judgement, supported by generalised data of risk. Unless otherwise stated, quantitative assessments should be undertaken.

The proposed rating system is as follows

Severity	Rating by Hazard	Value
Major	Immediate danger exists, hazard capable of causing death and illness on a wide scale	3
Serious	Hazard can result in serious illness, severe injury, property and equipment damage.	2
Slight	Hazard can cause illness, injury or equipment damage but the results would not expected to be serious.	1

Probability	Rating of Hazard value	Value
Probable	Likely to occur immediately or shortly.	3
Reasonably Probable	Probably will occur in time.	2
Remote	May occur in time.	1

The Rating Value that is high, Medium or low	Equals	The severity value multiplied by the probability value.
HIGH	Equals	7 to 9
MEDIUM	Equals	4 to 6
LOW	Equals	1 to 3