



## Southern Demolition Co. Ltd

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# Demolition Environmental Management Plan Rev 01

## RE: 71 Avenue Road, London, NW8 6HP



|                               |                 |              |                     |                  |  |             |            |
|-------------------------------|-----------------|--------------|---------------------|------------------|--|-------------|------------|
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| <b>Checked &amp; approved</b> | Paul Hunt       | <b>Title</b> | Managing Director   | <b>Signature</b> |  | <b>Date</b> | 12/04/2023 |



## REVISION HISTORY

| Revision | Date       | Reason for Change | Changed By |
|----------|------------|-------------------|------------|
| 01       | 12/04/2023 | Initial Issue     | N/A        |
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## INTRODUCTION

- 1.1** The works consist of the soft strip and demolition works as per the Scope of Works to 71 Avenue Road, London, NW8 6HP.
- 1.2** In compliance with regulation 12 of the Construction (Design Management) Regulations 2015, Southern Demolition Co. Ltd. have prepared the DPP.

As a Principal Contractor we will plan, manage and monitor the demolition phase.

We will prepare, develop and implement a written Plan, site rules, method statement and risk assessments. These will be completed before the demolition phase commences.

Other contractors such as asbestos removal, fencing will be given copies of the relevant parts of the Plan.

We will ensure the competence of the other sub-contractors and their employees to carry out the works.

We will consult with all contractors and employees, liaise with the Principal Designer regarding the on-going demolition works.

Copies of any changes will be issued to the Principal Designer for his approval and insertion to the Plan.

Liaison with other contractors not under our control will be initial contact with their site agents and meetings if required.

Documentation will be collected throughout the project at the company Head Office to be submitted at the end of the contract.

This will consist of marked up drawings relating to disconnected services, position of any works not carried out, air test certificates for asbestos removal and disposal documentation along with any other relevant paperwork.

- 1.3** This DPP will form the management of Health and Safety for the demolition phase of the project.
- 1.4** Any other contractor or visitor to the site must comply with all arrangements laid down within the DPP.

- 1.5** The Method Statements and Risk assessments can be reviewed, amended and approved by; a site supervisor or a member of the Southern Demolition management team.
- 1.6** The site supervisor will hold a daily briefing each morning before works commence, to communicate the planned activities and any risks, to all staff. Regular toolbox talks relevant to the tasks in hand will be provided by the supervisor. All staff must have read, understood and signed onto the method statement and risk assessments prior to commencing work on site.

Any changes to design will be communicated to the relevant contractors and supervisors/management, (to pass down the chain to operatives), via email, site/teams meetings and by phone.

## DESCRIPTION

The Demolition Environmental Management Plan (DEMP) provides an outline of the management framework needed for the planning and implementation of demolition and construction related activities in accordance with planning conditions and environmental commitments of the project. The purpose of DEMP is to assist the project delivery team with reducing the risks of adverse impact arising from construction activities that may affect sensitive environmental receptors and to minimise disturbance to residents and businesses.

This Demolition Environmental Management Plan has been produced to broadly outline the proposed strip out, demolition and redevelopment of 71 Avenue Road. Within this document the key areas are addressed for each phase of the demolition and construction works, ensuring that environmental management is addressed and incorporated in all project delivery decision-making and with the main priority being the protection of the public and minimisation of disruption to local stakeholders a consistent consideration throughout.

Implementation of methods and measures contained in this, and other related documents shall ensure compliance with LB Merton's Code of Construction Practice (CoCP) March 2017 and, in turn to allow for the successful completion of the works whilst minimising impact upon the surrounding environment and local stakeholders.

The plan has been produced using information currently available and the experience of the applicant based on work methods developed for town centres, applicable for a development of this type. As the design and constraints develop/change throughout the construction phase, the proposals included within this DEMP will be developed in more detail to best suit the on-going development. Good management, planning, regular meetings with the EHO and Highways representatives and good community engagement with local stakeholders will ensure that best practices are adopted, and any changes are communicated and managed through the appropriate channels.

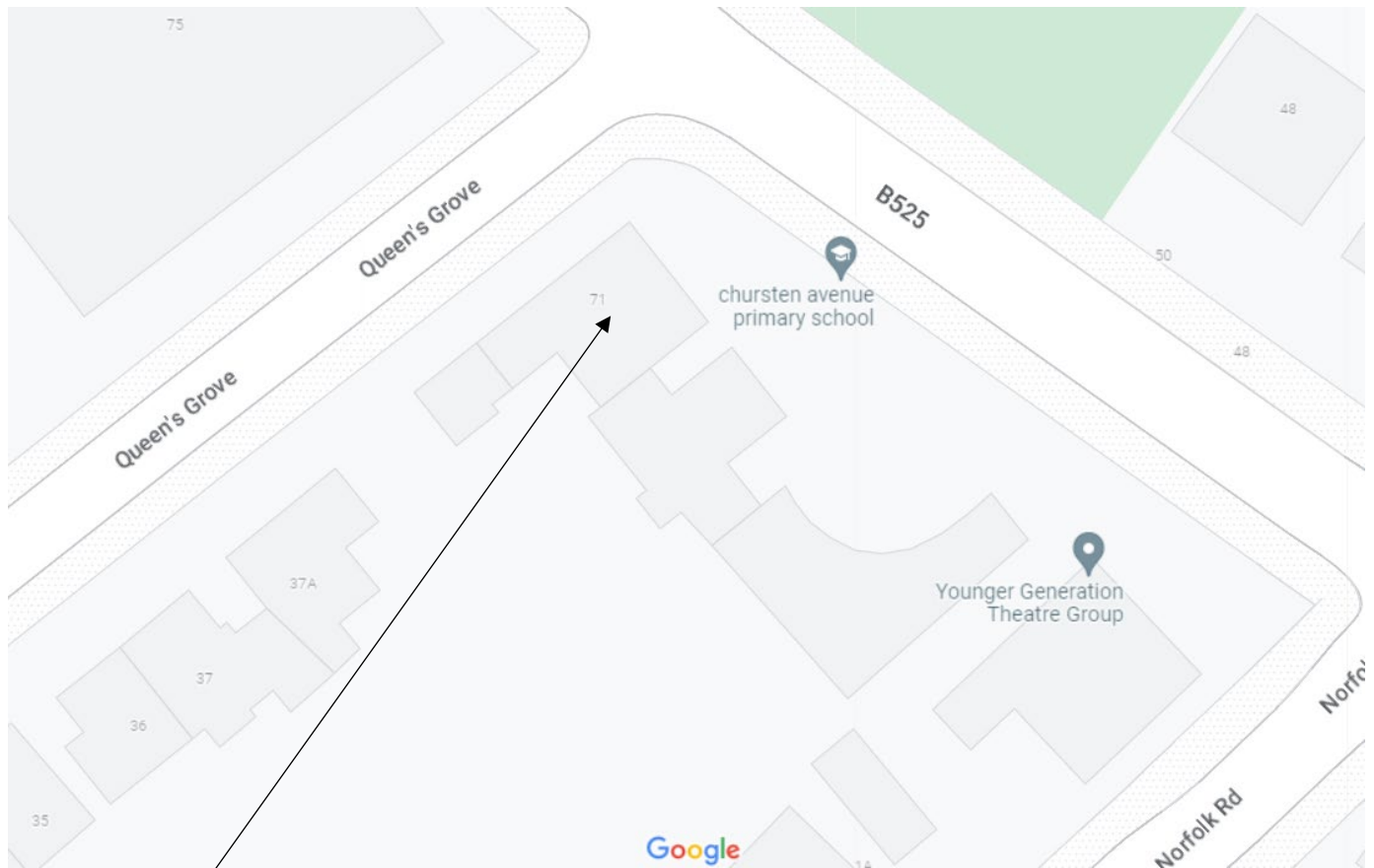
The project environmental objectives are:

- To minimise, as far as reasonably practicable, adverse effects on the environment.
- To promote good standards of environmental awareness.
- To develop environmental awareness and responsibilities amongst site personnel at all levels.
- To maintain a safe and healthy working environment for the workforce.
- To prevent nuisance to the local community/business' and avoid damage to the environment.
- To implement a policy of potential reuse of all waste with disposal off site being a last resort; and
- Enable full compliance to be maintained with all relevant legislation.
- To ensure full compliance with LBM CoCP, March 2017

This document aims to mitigate anticipated environmental impacts of the project and sets out approaches and procedures to do so. The project team, all suppliers and consultants will comply with this DEMP. This will promote a culture of environmental responsibility, self-regulation and encourage sustainability.

## PROJECT LOCATION

The site is located on the intersection of Avenue Road (B525) and Queens Grove.





# DEMOLITION SEQUENCE

## Scope of Work

- Site set up and temporary services installation within the building.
- Site welfare established within existing building.
- Utilities surveys followed by utilities termination / isolation within site confines.
- Implement Fire safety and evacuation site procedures / plan.
- Hoarding to be examined daily and immediate action to be taken where repairs are necessary.
- Removal of remaining asbestos and residual soft strip items.
- Soft Strip Internal walls and finishes.
- Erect Scaffolding to external demolition areas.
- Temporary works: engineering assessment, floor load testing and back prop as required.
- Demolition of external structures down to ground floor level.

## Hours of Work

The standard site working hours will be:

- between 08.00 and 18.00 Monday to Friday.
- between 08.00 and 13.00 on Saturday; and
- not at all on Sundays, bank holidays and public holidays.

Demolition working hours will be:

- between 08.00 and 18.00 Monday to Friday; and
- not at all on Saturdays, Sundays, bank holidays and public holidays.

The local authority must approve out-of-hours work in advance. Deliveries and activity will not take place outside the core working hours without a dispensation or variation in place. Dispensation and variation applications will be submitted to the appointed Environmental Health Officer (EHO) for approval.

In case of work required for emergency, the relevant parties, and residents will be advised as soon as reasonably practicable that the works are taking place and their duration.

## Method and sequence of Works

### Sequence of Works:

- 1) Site Establishment: Weeks 1-2
- 2) Commence enabling works and Soft Strip: Weeks 2-4
- 3) Commence Demolition Works: Weeks 4-9

## Site Establishment

A fire risk assessment will be conducted by a trained competent person. Fire points and a remote linked fire alarm system will be installed. Fire extinguishers will be provided and maintained at all areas in.



Wireless fire alarm system

## Welfare area & Office

Site welfare will be established within the building during the site establishment phase. The 110v temporary power and lighting will be used throughout the building to provide safe lit access and egress routes, emergency lighting, and power for the works, welfare, and office accommodation. Electrical services, gas supplies and air-conditioning systems will be surveyed, decommissioned, and isolated.

UKPN interface

## Soft strip

The soft strip may include but not be limited to the removal of:

- Non-structural partitioning.
- Joinery: doors, frames, fixed furniture etc.
- Fixtures and fittings.
- Mechanical and electrical and sanitary fixtures, fittings and services.
- Roof and internal plant.
- Skirting boards, dado rails and cornices.
- Floor finishes including carpets, linoleum, and tiling.
- Fixed furniture.
- Suspended ceilings.

- Prior to any works commencing the Main Contractor will have in their possession termination certificates confirming that all electrics are dead, all gas pipes have been isolated and purged and all tanks have been drained down.
- Windows will be opened to provide sufficient air movement in order to maintain a safe working environment. Extractor fans will be used, if necessary, where additional ventilation is required.
- A fine water mist will be used to suppress dust emissions where necessary.
- The soft strip will be carried out using hand tools. These tools will include mattocks, hammers, screwdrivers, pneumatic and electric breakers and grinders. The work face and access/ egress routes will be progressively cleared using brooms, shovels and wheelbarrows.
- Where soft strip is at high level an alloy tower will be erected by a competent PASMA trained operative. Where it is deemed unsuitable to erect an alloy tower, competent scaffolders will erect a purpose-built working platform. All scaffolding will be erected in accordance with a separately issued method statement.

## **Demolition Works**

A Demolition specification 360-degree excavators fitted with a FOPS guard and using a range of demolition attachments including but not limited to a selector grab, pulveriser and buckets. The change of attachments will be achieved using the plants quick release and couple mechanism.

The operator will hold all necessary qualifications and have previous experienced disassembling other similar structures in the past.

A scaffold screen will be erected allonge the boundary of number 81. This will be sheeted with monoflex and will be tagged with a scaf tag recording weekly inspections. Once demolition progress the sheeting will be removed to reduce wind loadings and the scaffold dismantled ensuring no more than two lifts are left untied at any time.

Demolition of the structure will start with the excavator fitted with selector grab removing a section of roof and external 1st floor wall. Care will be taken to ensure waste is segregated. The masonry will be allowed to fall into the permitted exclusion zone whilst being sprayed with water to minimize dust.

The section of roof will either be placed into an awaiting skip or onto its designated stockpile.

Once the roof and 1st floor walls will be completely removed on the first Bay the 1st floor joist and floorboards can be removed along with the ground floor walls, the arisings will be sorted as previously stated.

This process will be repeated until the whole structure is demolished down to the ground floor slab.

Once the above ground floor slab demolition has completed masonry will be removed from the building foot print to allow the groundworks to commence.

UNDER NO CIRCUMSTANCES ARE PERSONS TO BE WITHIN OR UPON THE STRUCTURE OR WITHIN THE COLLAPSE ZONE ONCE REMOTE DEMOLITION HAS COMMENCED.

## RESTRICTIONS

- 3.1** There is an Asbestos Survey which states, both Licensed & Unlicensed Asbestos is present within the building. The Asbestos will be removed by our approved sub-contractor. A copy of all Asbestos Documentation will be present in the site office.
- 3.2** Under our duty of care should we expose any other material that may be suspect, we will stop work, vacate the area and inform the Project Manager and Principal Designer
- 3.3** Possible noisy working hours to be implemented.

## NEIGHBOURING STAKEHOLDERS

Neighbours that may be affected by the development proposal will be identified prior to commencement.

Pedestrians, cyclists, and road users within proximity of the site have also been recognised as potential sensitive receptors to the works.

## MANAGEMENT TEAM

**Client:**

TBC

**Principal Contractor**

Southern Demolition Co Ltd  
Little Eastfield Holding  
Wolf's Lane  
Chawton  
Alton  
Hampshire  
GU34 3HJ

**Quantity Surveyor:**

TBC

**Principal Designer:**

TBC

**Principal Contractor's Engineer**

Simon Smith  
CDS  
Contractors' Design Services Ltd.  
6 Millers House  
Roydon Road,  
Stanstead Abbots,  
Herts SG12 8HN  
Tel: 07973 460333

## SITE MANAGEMENT

### **Contractor:**

Southern Demolition Co Ltd  
Little Eastfield Holding  
Wolf's Lane  
Chawton  
Alton  
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GU34 3HJ  
Tel. 01420 769450

### **Managing Director:**

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### **Project Manager:**

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**Site Supervisor:**

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Tel. 07901 208399

**Fire Marshall:**

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**Safety Adviser:**

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In the absence of any the above, it will be the responsibility of the Managing Director to nominate an alternative representative.



**Temporary Works Coordinator:**

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**Temporary Works Supervisor:**

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Chawton  
Alton  
Hampshire  
GU34 3HJ

Tel. 07901 208399

**Please see HS&E Policy in Appendix F for Management Structure & Individual Responsibilities.**

**Waste Disposal:****Mixed Waste:**

LMD Waste

**Asbestos Removal:**

G J Bowmer

**Metal Arisings:**

EMR

## SITE MEETINGS

The principal contractor will organise and set the arrangements for weekly site safety and progress meetings, minutes of these meetings are to be taken and published to all participants. Any significant H&S issue is to be highlighted to the Project Manager, PD & Client immediately.

### **Proposed Agenda:**

- a) Safety: Accidents and Incidents  
Revise method statements  
Revise risk assessments  
Revise safety plan
- b) Progress
- c) Labour and Plant
- d) Any other business
- e) Date for next meeting

### **Information:**

Site notices and safety signs:  
Form F10 Notification of Project  
Health and Safety Law poster  
Principal Designer  
Notice Board information  
Asbestos licence  
Employers Liability Insurance  
Emergency procedures  
Safety Policy  
Location and Timings of Tool Box Talks  
First Aider  
Location of First Aid Box

### **Monitoring and Review:**

Joint consultation (Client, Management, Safety Adviser and Employees)  
Method Statement Review Procedure.

A weekly meeting between the project management will take place. A day will be selected by the management to attend and this will be reoccurring throughout the project.

A progress report will be issued at each meeting along with an induction relating to the hazards on site and any exclusion zones. The progress report will be emailed to all parties 24hrs before the meeting takes place. Within the Welfare and Office area hazard boards and informational notices will be displayed for all visitors. These must be read and signed by visitors to ensure the information has been taken on board.

Any visitors that wish to walk around the site will ALWAYS be accompanied by the supervisor of the site. If more than 5no. visitors are on site, then a maximum of 5no. individuals can be given a site tour, the remaining individuals must wait in the office/welfare area until they can be shown around the site.

## PROJECT TIMESCALE

The proposed timescale for the project is 8 weeks not including a 4-week mobilisation period or public holidays.

Presumed Start Date: June 2023

Maximum Number of Staff on site at any point in time: 10no. Individuals including 1 sub-contractors.

### Working Hours

Mon-Fri 08:00 – 18:00

Sat 08:00 – 13:00

Sundays & Bank Holidays, no working.

## STANDARDS

All works are to be carried out to the standards laid down in the various Statutory Instruments and British Standard Codes of Practice.

- a) Health and Safety at Work Act 1974 etc
- b) Construction Design and Management Regulations 2015
- c) Management and Health and Safety at Work Regulations 1999 amended regulation 22 -2003
- d) Personal Protective Equipment at Work Regulations 2002
- e) Provision and Use of Work Equipment Regulations 1998 am 2002
- f) Manual Handling Operations Regulations 1992 am 2002
- g) Control of Asbestos Regulations 2012
- h) Asbestos (Licensing) Regulations 1983 am 1998
- i) BSI ACOP 6187 Demolition 2011
- j) Lifting Operations and Lifting Equipment Regulations 1998
- k) Workplace (Health, Safety & Welfare) Regulations 1992
- l) Control of Noise at Work Regulations 2005
- m) Control of Substances Hazardous to Health 2002 as amended 2005.
- n) Work at Height Regulations 2005
- o) Control of Vibration at Work Regulations 2005 (Hand - Arm Vibration)
- p) Control of Vibration at Work Regulations 2005 (Whole – Body Vibration)

**GN: GS15** – General Access Scaffolds

**GN-C56** – Storage and Use of LPG on Construction Sites

**HSG 85** – Electricity at Work

**HSG 51** – Storage of Flammable Liquids in containers

**HSG 33** – Health & Safety in Roof Work

**HSG 47** – Avoiding Danger from Underground Services

**HSG150** – Health and Safety in Construction

**HSG151** – Protecting the public – your next move

## SELECTION PROCEDURES

The principal contractor, Southern Demolition Co. Ltd. will send a copy of the form, Competence Questionnaire to all potential contractors or self-employed to assess their competency and whether they can make adequate provision for Health and Safety. See Appendix A.

## BASIC PERSONAL PROTECTIVE EQUIPMENT FOR SITE

### Head Protection:

Head Protection must be worn at all times whilst working within the demolition area. Exemptions are plant operatives whilst in their machines which will have cab protection fitted, when in the canteen and office areas.

### Foot Protection:

All operatives and visitors in the demolition area are to wear protective footwear, which will consist of a boot with a minimum, a steel toecap and mid-sole protection to the required standard – BS EN20345.

### Eye Protection:

Eye Protection is to be worn by all operatives where there is the likelihood of splinters or dust being created. Goggles and shields will be made available on site for issue on an individual basis. **Eye protection is task specific; operatives should carry safety glasses with them but are only required to wear them if the task in hand requires the use of safety glasses.**

### Skin Protection:

Operatives handling any of the demolition arisings are to wear gloves at all times. Water and hand cleanser will be made available so that operatives can wash before eating, drinking and at the end of the working day. If a rash appears on the skin, it must be reported to the site foreman or supervisor and then to the company's safety adviser. The operative should then see his own doctor and report results to company.

### High Visibility:

High visibility waistcoats or coats depending on weather conditions or type of work being carried out to be worn at all times. Excluding Asbestos Removal works.

### Noise:

#### General methodologies

In addition to working hours and community liaison, all works must be carried out in accordance with BS 5228-1:2009+A1:2014 and BS 5228-2:2009+A1:2014.

All works must employ Best Practicable Means as defined by Section 72 of the Control of Pollution Act 1972 to minimise the effects of noise and vibration. The city must be satisfied that all means of managing and reducing noise and vibration, which can be practicably applied at reasonable cost, have been implemented.

- Employing only modern, quiet and well-maintained equipment (all equipment must comply with the EC Directives and UK Regulations set out in BS 5228-1:2009+A1:2014);
- Using low impact techniques, such as demolition munchers.
- Careful planning of the sequence of work in order to minimise the transfer of noise/vibration to neighbours;
- Using electrically powered equipment run from the mains supply;
- Use of screws and drills rather than nails for fixing hoardings etc;
- Use of an alternative to percussive drills / hammer where possible
- Use of plasma cutters, where cutting on site is the only alternative
- Careful handling of materials & waste such as lowering rather than dropping items;
- Taking steps to isolate the deconstruction works from sensitive neighbours, in order to minimise the transfer of vibration and structure borne noise;
- Erection of acoustic screens or enclosures wherever possible;
- Avoidance of unnecessary noise (such as engines idling between operations, shouting, loud radios or excessive revving of engines) by effective site management.
- Concrete pours and finishing must be planned to avoid overruns past the standard hours, the pour size and concrete workability must be considered. The Contractor must enter into a written protocol with the concrete supplier regarding timing of deliveries to ensure works can be completed within the permitted hours.
- The position, location and acoustic shielding of any concrete pumps must be agreed with the Pollution Control Team.
- Audible alarms must be broadband sound wherever practicable including reversing alarms and other equipment such as mobile elevated work platforms.
- Pile breaking-out, pile reduction work, and concrete break-out and removal must be carried out, where reasonable and practicable, within a portable acoustic enclosure. The enclosure shall be three-sided with a roof or such other acoustic enclosure.
- As an alternative to breaking in situ, remove larger sections by lifting them out and breaking them down off site.

Where control at source is not practicable or adequate, the distance between noise/vibration sources and sensitive neighbours should be maximised and the transmission path interrupted, with options considered in the order of source-pathway-receptor. Where practical this can be achieved by:

- Siting of stationary plant and loading/unloading areas away from residential boundaries
- erecting impervious hoardings, of at least 5 kg/m<sup>2</sup> surface density, where possible higher than the line of sight to neighbours;
- leaving building façades and boundary walls intact as long as possible during demolition and boarding/bricking up windows;
- the use of existing non-sensitive structures as shields;

Vehicle movements, deliveries, loading and unloading can cause considerable noise and disruption to neighbours as a result of the following: • reversing beacons; • running engines; and • noisy material being loaded and unloaded.

SDC will identify and make contact with any sensitive receptors prior to commencement of works, a letter drop will be carried out, which will include contact details for complaints. It may be necessary to build in quiet periods to take into account of neighbouring activities.

Recommended hours of work will normally be:

- Monday to Friday: 8am to 6pm
- Saturday: 9am to 2pm
- Sunday and bank holidays: no working"

Deliveries/collections are to be arranged out of peak hours.

### **Dust:**

Control measures should control the emissions of dust and other emissions to air, and reduce exposure to all site operatives, members of the public and surrounding building and property by:

- Prevention
- Suppression
- Containment

To meet the requirements of this plan, control measures must be incorporated into the Demolition Phase Plan and the specific risk assessments and method statements. Plywood Hoarding will be installed to the site boundary, this will be installed as per the design and maintained and cleaned weekly.

The demolition site shall be in accordance with the control of dust and emissions during construction and demolition (mayor of London, SPG 2014)

Appropriate hoarding shall be provided around the whole working area to reduce dust dispersion.

The contact details of the person(s) accountable for air quality pollutant emissions and dust issues shall be displayed on the site boundary.

Hoardings, fencing, barriers, and scaffolding shall be regularly cleaned using wet methods (not blowing with compressed air lines) to prevent re-suspension of particulate matter.

All the appropriate spill kit, clean up and containment materials shall be available in strategic locations on site and they shall be utilized immediately in the event of a spillage occurring.

A stakeholder communications plan shall be developed and implemented, including community engagement before work commences on site.

### **On Site Activities**

Dust producing plant shall be kept as far away as possible from sensitive areas (and may be screened). A physical distance and/or barrier shall be created between dust/emission generating activities and receptors.

Stockpiles shall be covered or seeded to prevent wind whipping, and loose materials shall be removed as soon as possible.

The materials with the potential to produce dust (i.e., sand and other aggregates) shall be kept away from working area boundaries and shall be ensured that are stored in bunded areas and are not allowed to dry out unless required for a particular process and other control measures are in place.

Where practicable, re-fabrication, fabrication and dismantling of materials and machinery shall be encouraged to be undertaken off-site to reduce the need for grinding, sawing and cutting on-site. In cases where such work must take place, water-based dust control shall be used.

Where practicable, identified work activities that have a high potential for dust emissions shall be fully enclosed and the enclosure shall be maintained for the entire duration that the specific work activity is in operation.

All dust control equipment shall be maintained in good condition and a record of maintenance and servicing activities shall be kept.

Drop heights shall be minimized from conveyors, loading shovels, hoppers and other loading) lorries, etc.) or handling equipment, and fine water sprays shall be used on such equipment.



The movement of delivery materials shall be handled in a manner which minimises dust production and disturbance.

A programme of wet sweeping for site access and egress points shall be implemented and it shall include area of public road potentially affected by dust accumulation from the working area.

Site runoff of water and mud shall be avoided.

The burning of material on site shall be strictly prohibited.

### **Vehicles and Equipment**

All vehicles transporting loose or potentially dust generating materials to and from working areas shall be fully sheeted.

Wet materials that have the potential to leak from the vehicle shall be transported in sealed vehicles.

Prior to construction movements commencing, the developer/applicant is to register any non-Road

Mobile Machinery (NRMM) of net power between 37kW and 560kW at <https://nrmm.london/> to help monitor the use of such equipment across London. NRMM used on site shall be required to meet the following standards (EU Directive 97/68/EC).

No idling when vehicles are stationary. The engines of vehicles and plant on site shall be not left running unnecessarily.

Avoid the use of diesel – or petrol-powered generator and use the mains electricity or battery powered equipment, where possible. Petrol- and Diesel-powered generators shall only be used if mains electricity or battery powered equipment is not available (no more than 6 months)

### **Dust inspections / tool box talks TBT**

All employees shall be provided with an appropriate induction and ongoing briefings and tool box (TBT) regarding management of environmental issues (i.e., dust mitigation measures required from the works they are carrying out, etc.)

Weekly visual dust site inspections shall be carried out to monitor compliance with air quality and dust control procedures, and to monitor site outside the work site.

Records of inspection results shall be maintained within the respective site offices, and made available to the local authority when asked.

When activities with a high potential to produce dust and emissions are being carried out during prolonged dry or windy conditions, daily dust and visual inspections at the boundary of such activities shall be completed to ensure dust and emissions are controlled.

Record any exceptional occurrences causing dust episodes on or off the site and action taken to resolve the situation.

In the event of non-compliance with obvious visual impacts and/or complaints, the following measures shall be implemented: Immediately undertake an investigation of activities on site to ascertain whether any visible dust is emanating from the site or activities are occurring that are not in line with dust control procedures. If on-site sources are identified, the relevant activities shall be rectified and or/suspended where practicable until remedial measures can be implemented. Actions shall be recorded in a site logbook. The activity shall then be monitored to ensure that the mitigation measures are working and that there is no repeat incident. If the cause of the alert is not related to site operations, the outcome of any investigations shall be recorded in the site logbook.

Control of dust will be a high priority during demolition activities. The primary mechanism for dust control will be the use of fire hoses with diffuser nozzles. In addition, a large area mister (Dust Fighter) may be utilized as an airborne dust wet suppression system to mitigate the potential for fugitive emissions. The Dust Fighter resembles a snow making machine and can cover a large area with a fine mist of water, effectively controlling dust.

Proactive controls will be instituted to reduce the amount of dust generation during Site activities, including enforcement of low-speed limits for vehicular traffic, decontamination of trucks leaving demolition work areas and height limits for debris/waste stock piles. Correct storage of materials and organising processes to avoid spillages, along with high standards of internal and external housekeeping.

Demolition activities will have the potential to generate emissions in the form of fugitive dust. Dust control methods will vary based on the activities occurring at the Site. Activities to be conducted during the demolition activities which have the potential to generate dust, and the respective dust control measures, are described in the table below.

| Activity  | Proposed Controls   |
|---|---|
| General Dust Suppression  | Water spray/mist, adjust demolition activities, suspend work under unfavourable conditions (sustained high wind speed) Use of airborne dust wet suppression system as required. |
| Truck Traffic   | Wet down roads, ensure transport is sheeted before leaving site.  |
| Building Demolition   | Water spray/mist, adjust demolition activities, suspend work under unfavourable conditions (sustained high wind speed) Use of airborne dust wet suppression system as required. |
| Demolition Debris / Waste Stockpiling                               | Water spray/mist. Use of airborne dust wet suppression system as required.  |
| Demolition Debris / Waste / Salvage Loading, Haulage, and Placement | Use of airborne dust wet suppression system and water spray mist as required  |

## Demolition Overview

Dust control measures will include water spraying/misting to control dust during facility demolition activities. Water to be utilized for dust suppression will be potable municipal water supply.

Bulk load out of loose salvage or waste material may require the material to be pre-wetted or sprayed as loaded to inhibit dust emissions.

If there is evidence of airborne dust from the demolition activities, an inspection and assessment of the activity will be undertaken and if necessary ambient monitoring will be undertaken. Once the source is discovered appropriate corrective action will be implemented without delay.

Powered tools to have dust collection vacuum bags where possible.

## Material & Stockpiles

Dust emissions from demolition materials or other debris storage piles will be controlled by wetting down.

The height of the Stockpiles is to be minimised, and stockpiles to be sheeted, all lorries to be sheeted when leaving site also.

## Site Traffic

The site roads are to be regularly wetted down using a fire hose and the access/egress to site is to be kept damp to reduce dust emissions. A Traffic Marshall shall be situated at the entrance and ensure that the vehicles are sheeted and the road is clean.

Any operative whose work has the potential to come into contact with dust must wear a minimum of an FFP3--V disposable face mask, safety glasses and all other mandatory site PPE.

## **Wheel Washing**

During the demolition phase, a section of slab will remain, negating the requirement for vehicles to exit the hardstanding. Wheel washing will not be necessary. The Traffic Marshal will check vehicles to confirm there is no loose debris prior to the vehicle leaving site. If required the roadway will be swept daily to prevent egress of dust onto the highway.

All vehicles transporting loose or potentially dust generating materials to and from working areas shall be fully sheeted.

Wet materials that have the potential to leak from the vehicle shall be transported in sealed vehicles.

No idling when vehicles are stationary. The engines of vehicles and plant on site shall be not left running unnecessarily.

## **Monitoring**

If required, dust Monitoring can be introduced and PM10 continuous monitoring stations installed. MetOne ES-642.PM10 or equivalent will be installed in locations agreed in advance with the local borough council.

The worksite will have automatic alerts direct to the site manager so that when dust levels breach acceptable limits action can be taken swiftly and effectively. When a red alert is received, the project manager or appropriate persons(s) shall review the activities to identify any potential dust or particulate sources. If the cause of the red alert relates to site activity, mitigation shall be put in place immediately.

When the red alert is exceeded PM10 monitoring units shall send alerts (emails and/or text messages) to the project manager or appropriate person(s). if a red alert is received, Local Council Pollution Team shall be notified.

Notification to Local Council Air Pollution Team following a red alert:

- The project manager shall, as quickly as practical, investigate activities on the site to ascertain any visible dust is emanating from the site and identify activities occurring without adequate dust control measures implemented.
- If it is identified that the cause of the alert relates to the worksite activity, mitigation shall be put in place immediately to reduce impacts.
- Details of the alert, investigation and actions taken shall be recorded in the site logbook and the Local Council Pollution Team shall be notified of the event.

Within 24 hours of an exceedance an email to the Local Council Pollution Team shall be sent by completing the appropriate form 'Daily Air Quality Exceedance form'. The site logbook shall be available to The Local Council too.

- If no source of the dust event will be identified on site, and/or if the cause of the alert is not related to site operations, the outcome of the investigation shall be recorded in the site logbook and reported to The Local Council Air Pollution Team through the form.
  - For the entire monitoring duration, every month an air quality monitoring monthly report shall be sent to The Local Council within the first week of the following month. The monthly report shall include Quality Assurance (QA) and Quality Control (QC) information regarding the monitoring units.
- o PM10 monitors should be installed according to the European Directive 2008/50/EC:
  - o the flow around the inlet sampling probe shall be unrestricted (free in an arc of at least 270 degrees)
  - o There should be no obstructions affecting the airflow in the vicinity of the sampler (normally some metres away from the buildings, balconies, trees and other obstacles and at least 0.5m from the nearest building in the case of sampling points representing air quality at the building line).
  - o in general, the inlet sampling point shall be between 1.5m (the breathing zone) and 4m above the ground.
  - o the inlet probe should not be positioned in the immediate vicinity of sources to avoid the direct intake of emissions unmixed with ambient air.

Best Practicable Means (BPM) will be implemented to ensure vibration is minimised. Vibration will be reduced through the selection of plant, equipment, and methodology. Control measures will include the following:

- Evaluate the potential for vibration and therefore consequent damage
- Monitor conditions before works start
- Inform neighbours of the works and minimise effects as far as practicable during the works
- Monitor vibration levels during the works
- Monitor conditions after works are completed
- Ensure plant and equipment is maintained.

Environmental noise and vibration monitoring will be conducted in accordance with agreed Section 61 CoPA 1974. Monitoring results will be compared with levels recorded during baseline monitoring. Continuous monitoring will be conducted at key locations around site, best covering all surrounding sensitive receptors. These locations will be subject to agreement with the EHO during the 40-day CoCP consultation.

Based on recent relevant experience of schemes in Westminster, it is proposed that the following trigger and action levels are set for vibration for potential disturbance of residential and commercial receptors:

|             | Trigger Level          | Action Level           |
|-------------|------------------------|------------------------|
| Residential | 1mms <sup>-1</sup> PPV | 3mms <sup>-1</sup> PPV |
| Commercial  | 3mms <sup>-1</sup> PPV | 5mms <sup>-1</sup> PPV |

Noise, dust, and vibration monitors are proposed to be positioned at ground level to record the effects during the demolition and basement phase.

Where trigger levels are exceeded or a complaint is fielded via the project helpline, LB Merton or directly to the Main Contractor a brief response will be forwarded to the parties listed on the email communication as to the probable cause of the complaint or alert. This response will contain the time and date of the event or issue, the nature (noise or vibration), as well as the possible cause including photos where appropriate. The Project Manager will ensure monitoring data is analysed, site activities at the time are investigated, and where it is deemed the exceedance / complaint is a result of site activities, the activity is ceased, or corrective measures put in place.

On the same or following day of the initial notification, the Main Contractor's Project Manager will communicate a more detailed report if this is deemed necessary, and detail the results of further investigation, along with the corrective actions taken where applicable.

In the event trigger levels are exceeded, the Main Contractor's site management team are alerted, by means of SMS, email communication from the monitoring equipment or communication from site operatives or from neighbouring properties. When this occurs, works will cease to investigation the reasoning for the trigger being exceeded. Working through a process of elimination a method will be agreed to operate under the trigger level.

## **Air Quality**

All Non-Road Mobile Machinery (NRMM) of net power of 37kW and up to and including 560kW used during the course of the demolition, site preparation and construction phases shall comply with the emission standards set out in chapter 7 of the GLA's supplementary planning guidance "Control of Dust & Emissions During Construction and Demolition" dated July 2014 (SPG), or subsequent guidance. Unless it complies with the standards set out in the SPG, no NRMM shall be onsite, at any time, whether in use or not, without prior written consent of the local planning authority. A list of all NRMM used during the demolition, site preparation and construction phases of the development on the online register at <https://nrmm.london/>

To manage and prevent further deterioration of existing low quality air across London in accordance with London Plan policies GG3 and S11, and NPPF 181.

## **Control of substances Hazardous to Health (COSHH)**

Any items that are recovered from the buildings must be treated with caution until they have been checked and identified, especially containers with no identifying labels, these will be treated as dangerous until they have been identified. Once the containers or substances have been identified a COSHH assessment must be written. They may now be disposed of to an appropriate licensed tip; the COSHH assessment may have to be issued to the operators for the licensed tip as a record of what the materials are and where they were found. The company must also keep a record of all COSHH assessment and copies forwarded to the Principal Designer.

### **Accommodating adjacent land users**

Deliveries/Collections will be arranged out of peak traffic times, all loading and unloading will off the road within the site boundary. Noisy works will be following the LBC guidelines. All neighbouring properties will be notified in advance of the works. Deliveries / Collections will be out of peak hours, specifically no deliveries / collections between 0800hrs – 0900hrs and 1500hrs - 1600hrs to avoid local school arrival / departure times.

### **Waste**

A pre-commencement waste quantity audit will be produced prior to construction works starting on site. The main waste streams, nearest waste management facilities and re-use and recycle opportunities will be recorded and incorporated into the waste management process.

Construction and demolition waste will be segregated onsite where possible and stored in a designated area before collection and disposal by a licenced contractor to an appropriately licenced waste destination in accordance with the Duty of Care and all other relevant environmental legislation. If segregation onsite is not possible the waste will be taken offsite for segregation by a specialist contractor.

All waste sent offsite will be recorded, with quantities of which is reused, recycled, recovered, or landfilled reported. Opportunities for designing out waste, using materials with a recycled content and re-use and recycling will be considered with the design team.

Licensed contractors will remove any hazardous waste arising in accordance with applicable environmental and health and safety regulations and a consignment note obtained. An intrusive refurbishment and demolition survey will be undertaken by Derisk, which will seek to identify all asbestos containing materials (ACMs), Lead coatings, Anthrax, Legionella, and other contaminants. Any asbestos identified will be removed to a licensed tip. If contaminated materials are found during excavation works, they will be stored, tested and disposed of in accordance with relevant best practise guidance and legislation.

A Pre-Demolition Materials Audit will be developed for the project to identify methods of waste minimisation, management, and recycling as well as methods of recording and

reporting. All waste transfer notes, consignment notes and waste contractor licences will be retained onsite, waste transfer notes for two years and all hazardous waste consignment notes for three years.

Containers and skips will be covered with sheeting during transit to prevent waste escaping onto the public highways when leaving site.

## **Public Relations**

A designated person will be nominated as public relations person, it will be their responsibility to provide residents newsletters and generally keep the public informed of our works, via other media channels, such as our website or Facebook accounts. Please see Appendix E for Complaints Procedure, copies of each complaint, reporting and resolution shall be provided to the local council.

Co-operation and communication with third parties and the client will be maintained at all times throughout the project.

Newsletters (digital and paper), Public Notices on hoarding will be used along with the project manager's direct mobile number and email address will be provided on all correspondence with residents to allow them direct contact with the project team.

## **HIGH RISK ACTIVITIES**

### **Areas of Works:**

Whilst the temporary and permanent propping works are being performed there will be signs, warning others of the works being carried out. The stability of the structure will be maintained at all times all works will be in accordance with the Method statement. Advice has been obtained from our engineer CDS and the clients engineer with regards to any specific works. Temporary works if required will be installed as per the design supplied by our SQEP Engineers.

### **Transport:**

All lorries will be guided by a nominated Traffic Marshall, Marshalls will be in place during vehicle movements to eliminate the risk to public and non-site traffic. All Traffic Marshalls will be 12D certified and use appropriate mobile signs.

All deliveries and collections will be made off the road within the dedicated loading area within the site boundary.

Staff will be encouraged to use public transport to get to site, walk or cycle, cycle storage will be provided on site for those that choose to. There will be no provision for staff parking within the site boundary.



## **Water Resources**

Water consumption shall be minimised as far as possible during the works through monitoring, recording, and reporting. The possibility of using grey water sources will be explored where practicable. Construction phase operations will be conducted in accordance with guidance contained within the Environment Agency Pollution Prevention Guidelines.

Nothing except clean uncontaminated rainwater will be allowed to enter foul or surface water drains without gaining appropriate consents. All site discharges will be done in compliance with the relevant consent, with regular monitoring and testing conducted as specified by the conditions of consent. Settlement tanks will be used where necessary for any dewatering operations. Non-compliant discharges will be stopped immediately, and controls or alternative disposal sought until the discharge becomes compliant again.

Surface and groundwater will be managed using best practice to avoid risk of pollution during the development.

- Fuel, oil, and chemicals will be stored in compliance with Oil Storage Regulations and away from drains and watercourses.
- Plant and vehicles will be maintained in good working order to prevent leaks
- Drip trays and plant nappies will be used under static plant and at refuelling locations
- Emergency response procedures would be established to deal with instances of leakages or spillages of potentially contaminating substances
- Emergency spill kits will be in strategic locations and personnel trained in their effective use.

Water shall be prevented from entering excavations via rain/runoff where possible and a sump area in excavations may be used. If dewatering is required, a period for settlement will allow silt content to be minimised or a settlement tank, and a temporary Trade Effluent Discharge Consent obtained from Thames Water.

The Environment Agency would be consulted prior to any temporary works that may interfere with the bed, banks, or floodplains of any watercourse.

## **Urban ecology**

Disturbance to protected species and areas of conservation will be minimised and the Main Contractor will comply with all relevant statutory requirements.

The Main Contractor will collaborate with contractors and others on the site to ensure compliance with the relevant statutory provisions in respect of the protection of areas of nature conservation interest, protected species and priority species named on UK, London, or Local Council Biodiversity Action Plans.

Any disturbance to such areas and such species must be controlled and limited as far as reasonably practicable. All relevant licences and consents will be obtained prior to commencing works and if any protected species are discovered, works will stop immediately, and the client informed.

All buildings, trees and shrubs will be inspected for any invasive or protected species such as nesting birds prior to any works that commencing. Regular monitoring will be undertaken during the development to ensure impacts on ecology are minimised and operatives involved with work activities with potential to have significant ecological impacts will be provided with work briefings and Toolbox talks.

The Main Contractor shall ensure that the risk of infestation by pests or vermin is minimised. Adequate arrangements for disposing of food waste or other material attractive to pests must be implemented. If infestation occurs the nominated representative must ensure that such action to deal with it as required by the City Council's Environmental Health Officer is taken.

## **Lighting**

Site lighting will enable safe and efficient working conditions whilst also preventing light spillage into neighbouring properties to avoid nuisance or effects on amenity.

Lights will be positioned to face away from the boundaries to prevent nuisance to surrounding occupants. Where this is not possible due to physical, or safety restraints then local screening shall be provided.

## **Emergency Procedures**

The Project Environmental Incident Response Procedure will establish the emergency procedure, outline the control for any incidents and ensure that the works comply with all applicable legislation, Code of Practice and Client requirements.

If an environmental incident occurs on the project, all work will stop, and emergency response procedures will be initiated.

Any sensitive areas such as drains, or waterways will be protected and any health and safety controls such as fire risk or helping any injured personnel will be dealt with first. Next the incident shall be contained, for example using a spill kit to contain a chemical spill, and then the source of the incident rectified.

All environmental incidents and near misses will be recorded and reported to the environmental health, safety & environmental manager.

## **Public Utilities and Services:**

All utility companies must be informed by letter that work is to take place, local area drawing of services/utilities should be made available to the demolition contractor, to enable them to locate all services.

Prior to strip out works, gas, electricity, and water points are to be identified. If there is any gas being isolated, this is to be purged and carried out by a gas safe registered engineer.

Gas, water electricity and telecommunications are currently present and still live.

Southern Demolition shall, before undertaking any construction/excavation, check for the presence of any underground site services using suitable pipe and cable locating equipment

## **Working at Heights**

Working at heights will only be carried out if the fall from height cannot be designed out and alternative method of works cannot be carried. This will be in accordance with the method statement and working at height rescue plan.

## **Working on or near fragile materials**

There is no requirement to working on or near fragile materials.

## **Manual Handling**

Manual handling will be reduced as far as is reasonably practicable by the use of mechanical means. Where possible the manual handling risk will be reduced through the use of trolleys and pallet trucks. Operatives and sub-contractors will have appropriate Manual Handling awareness training.

## **Maintenance of Plant & Equipment**

All plant will be inspected prior to use by the operator. A weekly report sheet will be completed for the plant that on site. Certificates for any plant requiring thorough lifting examination on site will be presented to the Site Management prior to its use. Small tools will be 110v or battery powered. Electrical handheld tools will undergo a Portable Appliance Test every 3 months. The soft strip will be undertaken using demolition hand tools.

## **Lifting Operations**

No lifting operations are required during these works.

If lifting is required it will be done under a contract lift by our approved sub-contractor.

## **Silica Dust**

If operatives are likely to be creating Silica Dust, then the following actions should be taken.

All operatives to be informed of the potential areas of dust during induction and tool box talk.

All persons to be informed that they must wash and clean off residual dust prior to eating, drinking and smoking.

Full use of PPE to be strictly enforced: Wearing of gloves, goggles disposal FFP3 dust masks.

All PPE must be fitted for the operative.

Qualitative face fits must be carried out for the operatives specific to the mask they are using. Keeping exposure limits below 0.1mg/m. averaged over 8 hours

Damping down of dust with water and dust extraction equipment where suitable at the discretion of site foreman.

Limited dry sweeping, vacuuming where possible

Occupational Health surveillance based on potential exposure.

## **Storage of Materials**

Materials will be suitably stored in areas where they will not affect others or the environment. The materials will be segregated and processed either by hand or using machinery, once processed the materials will be placed into an appropriate skip and sent away to be recycled/reprocessed. The concrete and brick will be crushed to 6F2, a recycled aggregate that can be used during the development or reprocessed off site for other developments.

During soft strip, it is not envisaged that any hazardous materials will require storing on site. Designated areas will be established to store the waste prior to removal. The waste will be cleared regularly and not allowed to build up, this will be checked regularly by the site supervisor.

The demolition hand tools and PPE will be stored in a designated area separate to the welfare and waste storage. It is not envisaged that a vast number of tools will need storing on site.

All waste will be removed from site using licensed waste carriers.

## HEALTH AND WELFARE

Temporary welfare arrangements will initially be established within the building, and once sufficient room is available, are to be supplied in the form of a mobile self-contained welfare unit, incorporating a place to prepare and eat meals, an office space to hold meetings and portable toilets.



Health and Safety Goals for the Project are as follows:

No Fatalities

No RIDDOR Incidents

No Harm to the Environment

# FIRST AID

## **First Aider for Project:**

Terry Andrews – Southern Demolition

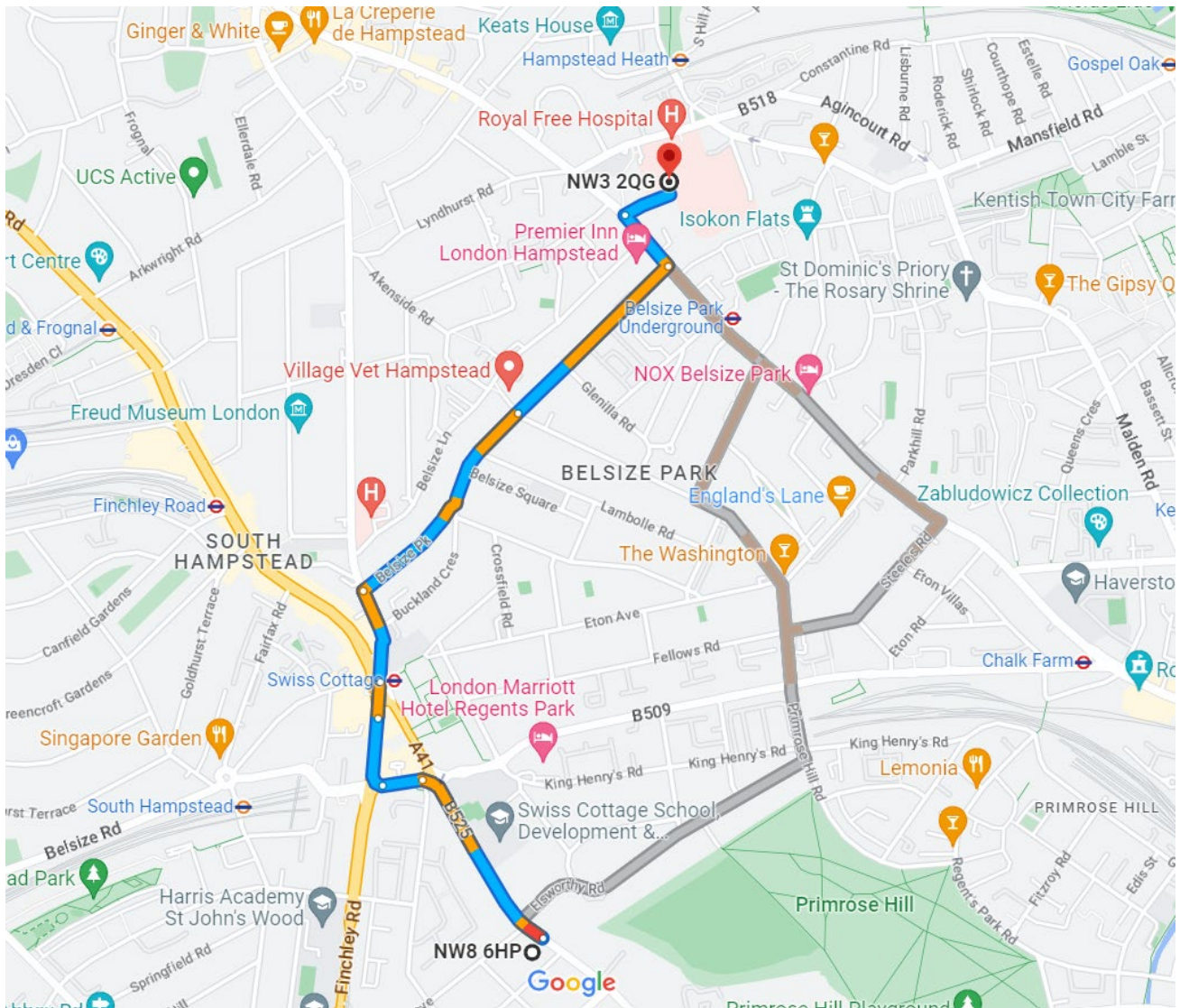
## **Duties of First Aider:**

1. Administer, where possible, any emergency treatment of casualties and ensuring an ambulance or Doctor is called if the circumstances warrant.
2. Ensuring proper stocks of first aid items are kept and that the first aid box or cupboard is clearly identified and readily and speedily accessible.
3. Assist the injured person to complete their entry into the accident book or if they are unable due to their injury, do it for them.
4. Informing the supervisor and Managing Director of any reportable accidents/occurrences as soon as possible.

## **Accident and Emergency Procedures:**

All accidents that result in injury shall be recorded in the accident book by the injured person or by some other person acting on his behalf. In the case of a major injury, it must be reported to the enforcing authority by the quickest practicable means i.e., telephone then followed by written report within 10 days. It is the responsibility of the Health & Safety Manager to carry out the notification and complete the report. It is, therefore, essential that he be notified immediately and Project Manager, Principal Designer & Client.

## A&E Hospital:



### SITE

NCP CAR PARK  
28 PAVILION ROAD  
LONDON  
SW1X 0HH

### HOSPITAL

THE ROYAL FREE HOSPITAL  
POND STREET  
LONDON  
NW3 2QG

TEL: 020 7794 0500

## **Reporting a Case of Disease:**

On receiving a medical certificate report from the employee's doctor stating that the employee is suffering from any of the following, the Director or his nominee shall complete and send a form F2508A to the enforcing authority, keeping a copy to be retained on file. Also report to Contract Administrator.

Reportable Diseases are listed below:

- Acute encephalitis
- Acute infectious hepatitis
- Acute meningitis
- Acute poliomyelitis
- Anthrax
- Botulism
- Brucellosis
- Cholera
- Diphtheria
- Enteric fever (typhoid or paratyphoid fever)
- Food poisoning
- Haemolytic uraemic syndrome (HUS)
- Infectious bloody diarrhoea
- Invasive group A streptococcal disease
- Legionnaires' disease
- Leprosy
- Malaria
- Measles
- Meningococcal septicaemia
- Mumps
- Plague
- Rabies
- Rubella
- Severe Acute Respiratory Syndrome (SARS)
- Scarlet fever
- Smallpox
- Tetanus
- Tuberculosis
- Typhus
- Viral haemorrhagic fever (VHF)
- Whooping cough
- Yellow fever
- Covid-19

Report other diseases that may present significant risk to human health under the category 'other significant disease'. HSE no longer expects every business to consider COVID-19 in their risk assessment or to have specific measures in place. Employers may still choose to continue to cover COVID-19 in their risk assessments.



There is a requirement to protect those who will come into contact with the virus due to their work activity.

## **Fire**

In the event of fire, the following procedures must be carried out:

Person discovering the fire must:

1. Send someone to ring the emergency services.
2. Attempt to put the fire out using a fire extinguisher if trained and not putting people at risk.
3. If the fire cannot be extinguished, warn others and make their way to the fire assembly point.

Fire Officer (Site Foreman) should carry out head count.

Security Control will guide fire services to fire.

Under no circumstances should anyone go back to work until the emergency services have given the all clear.

**Fire Plans will be provided at the Site Welfare, staff will be briefed on emergency procedures during their induction.**

The types of fire that could be encountered on this site would be: -

**Class A fires – combustible materials: caused by flammable solids, such as wood, paper and fabric**

**Electrical fires – electrical equipment: once the electrical item is removed, the fire changes class**

The following extinguishers will be available at each fire point at site:

**– Water Spray – suitable for combustible materials**

**– Carbon Dioxide ('CO2') suitable for combustible materials, flammable liquids, flammable gases, flammable metals, electrical equipment.**

**Part of the CITB HS&E touchscreen covers the type of fire and fire extinguisher, therefore all demolition operatives have the knowledge to select the correct extinguisher.**

# HEALTH AND SAFETY TRAINING

## **Induction:**

Before the operatives begin work either the Safety Adviser or Site Supervisor will carry out a Site Induction.

Induction Criteria:

- 1) Location of Site
- 2) The Project and the Health & Safety Plan
- 3) Site Rules
- 4) Emergency Procedures and First Aid
- 5) Welfare Facilities
- 6) Personal Protection Equipment
- 7) Method Statement
- 8) Identify Fire Assembly Point
- 9) Covid-19 Procedures

Please find in Appendix D our Site Induction Pack.

## **Safety Training**

As demolition operatives, all operatives working on the project must have up to date Certificates of Training Achievement in one of four categories; Demolition Labourer, Demolition and Refurbishment Operative, Demolition Topman or Demolition Chargehand, or equivalent in date certificate. They must also have a current Safety Awareness Certificate, copies of which to be on site. Up to date training will be carried out by:

- a) C.I.T.B.
- b) Prime Safety

The following extinguishers will be available at each fire point at site:

- Water Spray
- Carbon Dioxide ('CO2')

## **Tool Box Talks:**

These will be carried out on a weekly basis; the talks will be given by the Site Foreman, Site Manager and on specialist subjects, the site Safety Adviser. The subjects chosen will be relevant to the operations being carried out on site. All persons attending must sign the Tool Box Talks register on completion of the talks.

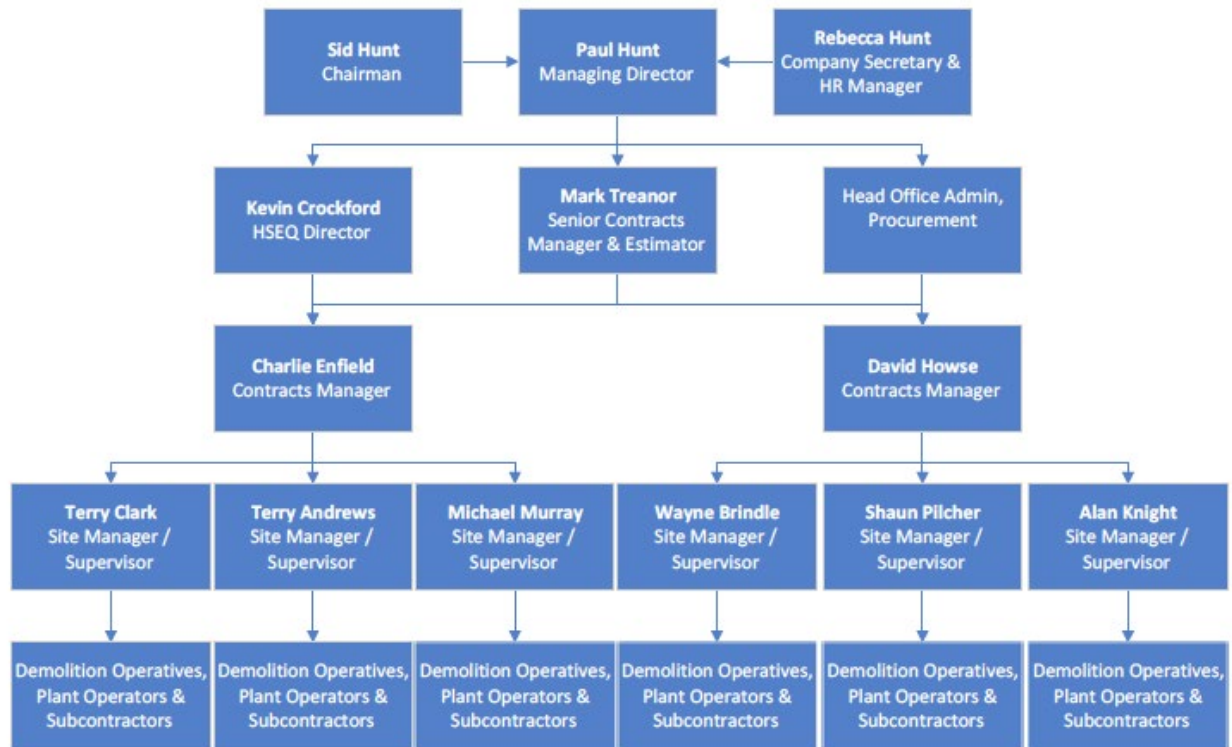
## **Statutory Notices:**

These will be displayed on the wall of the canteen.

# MANAGEMENT STRUCTURE



## SOUTHERN DEMOLITION COMPANY LTD COMPANY ORGANOGRAM 04/05/2022



## Roles and Responsibilities

Clear definition and communication of environmental roles and responsibilities are required to facilitate effective environmental management.

It is essential that all disciplines and functions work as an integrated team during design and construction to enable compliance with this DEMP, contractual requirements, and relevant legislation.

### The Senior Project Manager will be responsible for:

- Ensuring the implementation of environmental management, policies, and objectives on the project
- Responsibilities to manage IMS with support from Environmental Specialist Consultants
- Approval of the DEMP and control measures as well as designation of responsibility for controls during the works

- Establishing effective lines of communication with all employees
- Ensuring environmental induction, training and awareness is undertaken for all levels of employees
- Review environmental matters regularly with project team meetings and report to the employer in liaison with client's representative / agent.
- Ensuring adequate resources are available
- Assess the significant environmental impacts and control measures at beginning of the project
- Having overall day-to-day responsibility for Health and Safety, Environmental and Quality performance throughout the construction period
- Ensure appropriate resources are made available and necessary environmental controls or mitigation measures are implemented
- Maintain communication between site and health, safety & environmental manager
- Report all near miss and non-conformances. Implement emergency preparedness and response procedures. Put in place corrective and preventative actions.
- Conduct induction, training, and awareness assessment of all operatives
- Assess environmental performance of subcontractors
- Promote waste minimisation and sustainability. Establish procedures for recycling and disposal of waste with the project health, safety & environmental manager, and quantity surveyor
- Implement the Site Waste Management Plan and ensure that waste carrier licenses and environmental permits are obtained for all contractors managing waste from the project
- Ensure that data on waste and recycling is collected to help setting and monitoring targets

**The Health, Safety and Environmental Manager will be responsible for:**

- Manage and advise on project environmental matters and monitor the performance of the project against statutory requirements and the agreed environmental standards
- Review the DEMP and specialist procedures and identify any areas for Improvement.
- Identify the environmental competence of all contractors working on the Project and advise the Project Manager as to their suitability.
- Review method statements for environmental aspects and advise of any suggested improvements prior to work starting.
- Monitor construction activities to ensure that identified and appropriate control measures are effective and in compliance with the DEMP.
- Function as a main point of contact between the Main Contractor and the Client's Project Team on environmental issues.
- Collate all reportable environmental incident and non-conformance data and review corrective and preventative actions.
- Conduct and promote environmental awareness and training activities
- Consult with project team, clients, local authorities, and other statutory authorities

on environmental matters as required

- Organisation of regular reporting of environmental data – including waste, fuel use, energy use, water consumption, CO2 data, material use and monitoring records (Noise, Vibration and Air Quality)

**The Site Waste Manager will be responsible for:**

- Overall waste management issues arising from the project
- Implementation and monitoring of waste minimisation, segregation, and safe disposal measures.
- Dissemination of waste reduction and waste management procedures to all relevant personnel on site
- Identification of waste in line with the European Waste Classification (EWC) Codes

**The Sub-contractors Environmental Representatives are responsible for:**

- Ensuring that environmental considerations are included in risk assessments, Method Statements, and work instructions.
- Conducting weekly environmental inspections of the site, initiating actions, and completing a weekly environmental inspection report.
- Function as a main point of contact between the Sub Contractor and Main Contractor on environmental issues.

**All employees will be responsible for:**

- Be familiar with the project's objectives, targets and environmental requirements detailed within this plan and help with its implementation
- Cooperate in fulfilling compliance obligations, pollution prevention and achieving continuous improvement
- Demonstrate a responsibility to the environment and commitment to implementation of the Environmental Policy
- Raise environmental matters or risks to their manager or supervisor at the earliest opportunity

**The Main Contractor and any subcontractors would be required to employ environmental specialists to support the Project as required to:**

- Provide the mitigation measures described both in the DEMP and in response to construction activities that may otherwise present an environmental risk
- Undertake the detailed mitigation design within their specialist field, oversee its implementation, maintenance, and monitoring throughout the construction period

The IMS is the companies Integrated Management System which complies with the international standard EN ISO 14001: 2015. The environmental management system is in place to enhance environmental performance, and for fulfilment of compliance obligations and achievement of environmental objectives. Environmental inspections are

to be part of on-going senior management Health and Safety reviews and site inspections.

## **Neighbourly Liaison**

The Main Contractor will communicate with the neighbouring properties prior to works commencing, at monthly intervals throughout the project and when extra-ordinary events are being conducted. These operations will be conducted at a time that will have the least impact on the surrounding areas.

Newsletters are issued to the neighbouring properties prior to works commencing and at monthly intervals throughout the phase of works to providing updates of current working operations. Additional newsletters are provided when extra-ordinary works are being conducted. The Main Contractor will appoint a liaison who will make personal contact with the neighbouring properties so a “face” will represent the project. A list of names and contact details will be issued and posted on the project notice board. It is intended a post box will be stationed externally to allow neighbours to post comments if they feel they do not want to make personal contact.

In the event of a complaint received, the complainants contact information and nature of the complaint is recorded by the Site Manager. The location of the complainants noted. A review of the work activities at the time of the complaint to understand its impacts. The Main Contractor will visit to discuss and understand the concerns. If necessary, mitigation measure will be put in place to reduce its impact.

The Site Manager will be responsible for recording any complaints, and dealing directly with complaints and closing them out to the satisfaction of the complainant wherever possible. The Project Manager will be responsible for overseeing the complaints register and identifying any pattern of repeating complaints or dealing with the escalation of any complaint not able to be resolved by the Site Manager. There will be fortnightly Operations Meetings where the complaints list will be reviewed by the team and status updated.

The Main Contractor will invite neighbours to site to view work activities, site induction, PPE and escorted safe access will be provided for visitors to site.

## COMMUNITY RELATIONS

The project will be registered with the Considerate Constructors Scheme (CCS) and will be monitored against a Code of Considerate Practice. The Code is designed to encourage best practice beyond statutory requirements and is concerned with impacts on the public, the workforce, and the environment. The project will follow best practice guidance, LB Merton's Construction Code of Practice.

Where appropriate a Project Community Liaison Plan would be established to provide a framework for managing communications with residents and interested parties. Prior to any works starting, we will inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works of the nature of the works, proposed hours of work and their expected duration. Regular community newsletters will be issued, and meetings will be held with any concerned stakeholders as required, such as holding resident groups and meetings.

The behaviour and language of all those on site shall reflect the sensitivity of the site and show consideration and respect for all our site neighbours. Disciplinary action will be taken against anyone found to be behaving inappropriately.

Barriers / Hoarding to reduce any negative visual impact of the site for the site neighbours will be suitably placed along the site perimeter. Screening will be regularly inspected for damage and maintained in good order. Lighting will enable efficient and safe working conditions but also prevent/ minimise light spillage into neighbouring buildings.

The Project Manager will establish and coordinate recommendations & complaints procedures with the client and associated development phases. The Main Contractor will contribute to community consultations and forums as required by the client.

When an environmental complaint is received relating to the project, the project Environmental Coordinator will investigate and work closely with the relevant project team members to ensure appropriate action is conducted and is resolved. Complaints as well as noise, vibration and dust monitoring exceedances above the action levels will be dealt with as soon as practically possible and the Council shall be notified within 48 hours via email. All complaints, enquiries, compliments, and responses are logged and recorded on a complaints register.

Site signage around site and on the project's hoarding will display the 24-hour contact details for the project, as well as the site working hours along with any pertinent news and progress updates.

### **Liaison with Other Sites**

Construction activities taking place around and adjacent to the project will be monitored and coordination meetings will be held where possible prior to works commencing to determine any cumulative impacts and reduce as far as reasonably

practicable. Early liaison with the highway and traffic authorities will ensure impact on congestion to the local area will be minimised.

In accordance with the safety Representative and Safety Committee Regulations 1977 and the Codes of Practice and Guidance Notes relating to these regulations, every facility will be afforded to officially appoint Safety Representatives and Committees. Procedures on sites, or at workplaces regarding the functions of Safety representatives and Committees shall be in accordance with the National Working Rule 24 or the National Joint Council for the Building Industry Working Rule agreements, or Working Rule XV111A contained within the Civil Engineering Construction Conciliation Board Rules, where applicable.

## **SITE SAFETY RULES**

1. The precise method of demolition to be adopted, the timing and sequence should have been decided before any work commences.
2. Make sure that you have been properly instructed on these items and never deviate from the sequence laid down.
3. Before starting any activity check the public utility services – gas, electricity and water have been disconnected.
4. The plan of work must include all necessary precautions to prevent inadvertent collapse during the demolition. Be aware of the need for shoring or temporary support at any stage of the work.
5. Never remove any part of a structure unless you have been instructed to do so.
6. Never climb up or down the scaffolding: use ladders or stairs provided.
7. DO NOT ENTER obstinate parts of a structure which refuse to collapse, they may do so unexpectedly.
8. If you discover old thermal insulation lagging, sprayed insulation coating or insulating board, assume it contains asbestos and alert the Site Foreman. DO NOT disturb the material until it has been confirmed free of asbestos.
9. Report any unforeseen hazards to your supervisor immediately, warn your work-mates and evacuate the area.
10. DO NOT ENTER enclosed or confined spaces without proper authority and adequate precautions.



11. See that all ladders are properly secured, even if it is only in use for a short period of time.
12. Any voids or openings in floors require securely fixed covers or, alternatively, need to be fenced off.
13. Keep the site tidy and store materials in safe positions. TIDINESS is one of the foundation stones of safety.
14. Personal hygiene is important when working on demolition. Always wash hands before eating, drinking and at the end of the working day. Protective Clothing: Wear it, Stay Safe, Healthy and Within the Law.
15. No smoking will be allowed within the site boundary. Staff will be directed to remove corporate clothing and sign out of site and smoke away from the site premises.
16. Radios and MP3 players, Ipod's are prohibited in the works areas.
17. Use of mobile phones to be restricted to the welfare area.

## **Site Safety Rules – 2**

### **Notice Board**

#### **You Must Comply with the Following at All Times or Risk Prosecution**

18. Head Protection:

Objects falling from a height present the major hazard against which helmets are most commonly provided. There are other hazards against which helmets are useful, such as sources of abnormal heat, splashes from fractured overhead pipes and where there are projections and low headroom. They may also afford head protection when a person falls.

FIND OUT which head protection is appropriate for your job and WEAR IT

19. Hearing Protection:

Excessive noise can damage hearing and although other forms of direct noise should be considered first, there could be occasions when the wearing of hearing protectors is desirable or indeed imperative.

FIND OUT what hearing protection is provided for your job, LEARN how and when to use it and WEAR IT!

20. Eye protection:

To lose one's sight is not just being unable to see, it means complete re-training for life. The major hazards to eyes are flying particles particularly from grindstones, dust, chemical splashes, molten metal, glare and radiation.

FIND OUT what eye protection is provided for your job, LEARN how and when to use it, and WEAR IT

## 21. Foot Protection:

The feet and ankles are very susceptible to twisting, to crushing and penetration injuries, to burns from chemicals and other hot substances. Specially designed shoes, boots and Wellingtons are manufactured, which incorporate such devices as steel toes, steel or non-metallic mid-soles, and which can be impervious to mineral and vegetable oils, fats, paraffin and certain chemicals.

FIND OUT what protective footwear is appropriate for your job, WEAR IT

Any changes to general P.P.E. will be itemised in the Method Statement.

### **Site Safety Rules – 3 Visitor Procedures**

There is to be no smoking on site whatsoever, smokers will have to book out and smoke outside the boundary. Mobile phones only to be used in the Welfare area, radios are not permitted on site.

### **Security:**

At all times whilst demolition is in progress, the site entrance must be closed to prevent casual visitors from entering the site. The pedestrian entrance will be separate to the vehicular entrance into site will be via the double gate within the plywood hoarding to the Avenue Rd elevation.

Procedure:

1. Visitors must wait at the service entrance until an escort is available to take them to the site office, or telephone the number on the front door for access, where their reason for the visit or scope of works on site will be noted.
2. A copy of the site rules must be shown to the visitor and they should be asked to read them.
3. The visitor must sign-in to the daily site diary confirming that he/she has read and understood the rules.

4. The visitor must then be escorted at all times around the site and when finished signed-out and escorted to the exit.
5. At no times shall any visitors be allowed to wander around the site unescorted.
6. Site rules for operative and visitors must be adhered to at all time.

#### DRUGS AND ALCOHOL

Southern Demolition Company Limited is aware that they have a general duty under the Health & Safety at Work Act etc 1974 to ensure as far as reasonably practical, the health safety and welfare of their employees and the company will not knowingly allow an employee under the influence of alcohol or drugs to continue working which places the employee or others at risk. Employees are required to take reasonable care of themselves and others who could be affected by what they do.

Alcohol and drugs (other than prescribed medication) are forbidden on all Southern Demolition Company Limited sites.

Employees who have drunk alcohol or mis-used drugs are a hazard to themselves and others. The Company recognises the need to address the effects of drink and drug misuse in the workplace and is committed to develop good working practices throughout the work force. These practices will include the Company ensuring only non- alcoholic drinks are available in site welfare facilities.

Prevention of alcohol and drug misuse is important, and the Company will make general information about alcohol/drugs and health, available to all staff and encourage sensible drinking outside working hours, in the form of leaflets posters and toolbox talks.

Alcohol/drugs screening is a very sensitive issue and is not the complete answer caused by drug/ alcohol misuse. Agreement to the principle of screening must be incorporated into each member of staff's contract of employment which is straightforward for new staff, but existing staff are under no obligation to agree to change in their terms and conditions of service. The company is aware that if an employer tried to force a test on an unwilling employee, the employee could resign and claim 'constructive dismissal'. In addition to changes to the contract of employment written consent must be obtained for each test which is specifically relating to alcohol and /or drugs and to no other condition or disease. Medical confidentiality must be assured and only the relevant manager should be told if an employee is considered unfit for work.

Only laboratories accredited by the United Kingdom Accreditation Service (UKAS) who have satisfied

assessors that it provides a service that meets all necessary criteria required in testing procedures., may be used.

#### DEALING WITH AN EMPLOYEE WITH A POSSIBLE DRUG/ALCOHOL PROBLEM

- Employees with a drink/drug problem have the same rights to confidentiality and support as they would if they had any other medical or psychological condition
- Disciplinary action will be a last resort. A Court may find dismissal unfair if an employer has made no attempt to help an employee whose work problems are related to drinking alcohol
- any people with an alcohol/drug problem will be able in time to regain full control over their drinking and return to their previous work performance
- Employees need to know that their drinking/drug problem will be treated as a health problem rather than an immediate cause for dismissal or disciplinary action
- If an employees' drinking/drug taking is a matter of concern they will be encouraged to seek help from their GP or specialist alcohol agency.
- A Health surveillance programme will be addressed by the company, if required.

Please consult the Company Health & Safety Policy for further details.

### PROHIBITION/IMPROVEMENTS NOTICES

If a Prohibition or improvement Notice is issued by an Inspector or an Enforcement Authority Health and Safety Executive (Local Authority), the person to whom it is issued must comply immediately with any instructions on the notice and contact the Director responsible for safety either directly or through their appropriate manager.

The Safety Supervisor will be informed by the director responsible for safety and asked to provide advice on the measures necessary to comply with the notice. When remedial measures have been taken, the Director responsible for safety will contact the Inspector who issued the notice to inform him/her of action taken. This will be confirmed in writing.

Any prohibition/improvement notices are to be highlighted to the Project Manager, Principal Designer and Client immediately.

## MONITORING AND REVIEW OF THE CPP

- All employees are encouraged to bring to the notice of the site management any areas where the Safety Plan appears to be inadequate. Any suggestions made will be considered.
- Arrangements will be made for the Safety Adviser to advise prior to commencement.
- The Safety Adviser will visit the site at irregular intervals during the project time scale and will report on any hazards, defects or breaches of regulations observed during the visit.
- Contractors will advise site management on any changes in methods or materials to be used and of the results of new Risk Assessment.
- Contractor representatives will meet with site management on health and safety issues when required to by the site management. In general, meetings will be held weekly.
- Any amendments to the DPP will be recorded in the form at the bottom of the plan, and copies of any documents will be stored on site and within the office.
- The site supervisor is responsible for reviewing and monitoring daily activities. These will be documented within a site diary.
- Any change in method or material must be altered within the DPP. The individuals responsible for updating the DPP and Issuing to the project team will be: Site Supervisor, Project Manager, Health and Safety Manager.
- The Site Supervisor has documentation which must be completed daily and weekly. i.e., Access and Egress Check, Fire Plans, Plant Check etc. These will be stored on site and can be issued/seen on request.

## DESIGN WORKS

The progress of works being carried out during the works will be documented via the weekly progress report issued by the site supervisor. Each item of work will be related to within the report and a monthly valuation of the works will be issued to the design team and checked off by the quantity surveyor for confirmation. If updated drawings are to be issued or the scope of works is to change, the current drawing register will be replaced in the site office and all old revision drawings will be removed from circulation and struck through with 'Old Revision Do Not Use' All staff will be made aware of the drawing changes.

Any changes that are required during the works will be relayed by the site supervisor, to the project manager who will then communicate this to the design team.

## HEALTH & SAFETY FILE

### **Collecting & Gathering Information for the H&S File**

The hard copy information will be collected on site, logged and then filed in the site office as and when the information is available. A list of the requirements for the H&S file will be presented to the site supervisor upon commencing the works, who will be responsible for ensuring the relevant certificates and transfer notes etc are received. Upon completion of the works all hard copies and marked up drawings etc, will be scanned and placed in the H&S File.

## DEMOLITION & EMPLOYMENT STRATEGY

During the Demolition Phase, it is Southern Demolition's intention to utilise local labour wherever possible.

Due to the Demolition specific qualification requirements to work on site it may not be possible to find suitably qualified labour within the borough, but every effort will be made to employ suitably qualified and experienced persons for the project from the local area.

We will engage with local labour agencies to request the provision of locally sourced CCDO qualified operatives or CPCS D90 qualified operatives, adverts will be placed within the local job centre, (North Kensington Jobcentre), advertisements will also be placed within the local papers.

During the works it is also our intention to utilise local businesses such as waste removal, haulage, and construction companies for the crossover.

It is envisaged that during the Demolition Phase that the following will be required at differing stages of the works.

- 1No. CCDO Demolition Manager.
- 1No. CCDO Demolition Supervisor.
- 2No. CCDO Demolition Topmen.
- 5No. CCDO Demolition Labourers.
- 4No. CPCS D90C Qualified Excavator Drivers with suitable experience.
- 2No. Traffic Marshall.

Waste Removal Hauliers as required.  
Construction Operatives to install the cross over.  
Contractors to install the plywood hoarding.

It is envisaged that there will be no more than 10 operatives on site at any one time.

## APPENDIX A – FIRE PLANS / INFORMATION & ESCAPE ROUTES

See overleaf the Fire Escape Routes to the building. (TBC upon occupation of site / further site surveys)



## APPENDIX B – SUB CONTRACTOR COMPETANCY FORM



## Southern Demolition Co. Ltd Subcontractor Competency Questionnaire

We are required under the Health at Work Act 1974 Construction (Design & Management) Regulations 2015 to check the knowledge, ability and resources of our sub-contractors, to this end the following questionnaire has been prepared.

|  |   |   |                   |
|--|---|---|-------------------|
| <b>Company Details:</b>  |   |   |                   |
| 1  | Name:<br><br>Registered Office: <span style="float: right;">Company No:</span><br><br>Post Code: <span style="float: right;">VAT No:</span> |   |                   |
| 2  | Telephone Number (s)  |   |                   |
| 3  | E-mail address  |   |                   |
| 4  | Who to contact, title (s) and direct line number (s) in the event of any query regarding completed questionnaire information.               |   |                   |
|  | Name  | Title   | Telephone Numbers |
|  |   |   |                   |
| 5  | Give details of the number of people you employ.<br>(include trades and if self employed)   |   |                   |
| <b>Contractor Insurance and Construction Industry Tax Scheme</b> |   |   |                   |
| 6  | Do you have the following insurance cover?<br>(If YES, please enclose a copy of your valid Insurance Certificate(s))                        |   |                   |
|  | Employers Liability Insurance   | <input type="checkbox"/> Yes <input type="checkbox"/> No                          |                   |
|  | Public Liability Insurance (please attach copy)   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> |                   |
|  | Professional Indemnity Insurance - design duties  | Yes      No      N/A  |                   |
| 7  | Company's UTR Number?<br><br>What is your company's tax status?<br>Please tick<br>GROSS              STANDARD 20%                           |   |                   |



**Southern Demolition Co. Ltd**  
**Subcontractor Competency Questionnaire**

|  |  |
|--|--|
| <b>Is your Company accredited for Quality - 9001 / Environmental - 14001 or Health and Safety - 18001?</b>                   |  |
| 8  | <p>Is your company affiliated to a trade association?</p> <p>If Yes, please enclose a copy of your certificate.</p>  |
| <b>Is your Company CHAS Accredited or holds an accreditation affiliated to any SSIP Member? – If yes, please go to Q. 17</b> |  |
| 9  | <p>Is your company affiliated to a trade association?</p> <p>If Yes, please enclose a copy of your certificate.</p>  |
| <b>Health and Safety Responsibilities:</b>   |  |
| 10   | <p>Do you have a written Health and Safety Policy as required by section 2 of the Health &amp; Safety at Work Act, 1974?</p> <p>If Yes, please enclose a copy of your current, signed Policy Statement.</p>  |
| 11   | Who in your company is responsible for providing advice about health and safety matters?   |
| 12   | <p>Do you use the services of Health and Safety consultants?<br/>(If Yes, please enclose details of the company, services provided by them and their CV and professional certificates.)</p> <div style="display: flex; justify-content: space-around;"> <div> <input type="checkbox"/><br/><br/><input type="checkbox"/><br/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/><br/><br/><input type="checkbox"/><br/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> </div> |
| 13   | <p>Has your Company been prosecuted, or served with improvement or prohibition notices by the Health and Safety Executive, or other enforcing authorities, e.g. fire or local authorities, within the last 3 years?</p> <p>If Yes, please enclose full details including dates.</p>  |
| 14   | <p>Is your Company a member of a safety group or organisation?</p> <p>If Yes, please enclose a copy of your certificate(s)</p>   |



## Southern Demolition Co. Ltd Subcontractor Competency Questionnaire

|   |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
|---|--|---------------|------------------|---------------|------------------|------------------------------------|--|--|--|--------------------|--|--|--|
| <b>Safe System Of Work:</b>                             |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 15  | <p>State how you ensure your site personnel are aware of (direct and sub-contract employed) the health and safety requirements for your work, including Risk assessments, COSHH Assessments, Method Statements etc</p> <p>Please enclose a copy of a recent Method Statement, Risk Assessments &amp; COSHH Assessments.</p>  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 16  | <p>How do you ensure that your employees comply with your Safe Systems of Work?</p>  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| <b>Accident &amp; Incident Reporting (R.I.D.D.O.R):</b> |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 17  | <p>Please provide details of accidents or incidents during the last 3 years which have been reported as required by RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Last Year</td> <td style="width: 33%; text-align: center;">Previous Year</td> <td style="width: 33%; text-align: center;">Year before that</td> </tr> <tr> <td>Notifiable/Reportable Accidents a)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>No of Employees b)</td> <td></td> <td></td> <td></td> </tr> </table> |               | Last Year        | Previous Year | Year before that | Notifiable/Reportable Accidents a) |  |  |  | No of Employees b) |  |  |  |
|   | Last Year  | Previous Year | Year before that |               |                  |                                    |  |  |  |                    |  |  |  |
| Notifiable/Reportable Accidents a)                      |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| No of Employees b)                                      |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| <b>Equal Opportunities - Policies and Procedures</b>    |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 18  | <p>Do you have a written Equal Opportunities Policy</p> <p>If yes, please enclose a copy of your current Policy.</p> <p>If yes, please explain below how this policy is disseminated to all your employees.</p> <div style="text-align: right; margin-top: 20px;"> <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> </div>  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| <b>Training:</b>  |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 19  | <p>Do you provide Health and Safety training within your company ?</p> <p>If Yes, please enclose your training matrix/records applicable to your Operatives; Supervisors and Management.</p> <div style="text-align: right; margin-top: 20px;"> <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> </div>  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| <b>Asbestos Awareness:</b>                              |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
| 20  | <p>Do you provide annual asbestos awareness training within your company ?</p> <p>If Yes, please enclose your training matrix/records applicable to your Operatives; Supervisors and Management.</p>   |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |
|   |  |               |                  |               |                  |                                    |  |  |  |                    |  |  |  |



## Southern Demolition Co. Ltd Subcontractor Competency Questionnaire

|   |   |
|---|---|
| <b>CSCS Cards:</b>                            |   |
| 20  | <p>Do any of your Operatives, Supervisors and Management hold current CSCS Health and safety cards or equivalent health and safety training?</p> <p>If so please enclose a copy of all cards and list names and card numbers below:</p> <p>(Operatives are required to present their cards on site)</p> |
| <b>Sub-Contractors:</b>                       |   |
| 21  | <p>Does your company employ Sub-Contractors ?</p> <p>If Yes, how do you assess the competence of your sub-contractors ?</p>   |
| <b>D.B.S. Checking:</b>                       |   |
| 22.   | <p>Have all of your Operatives had a DBS check carried out during the last three years?</p>   |
| <b>Quality Assurance:</b>                     |   |
| 23  | <p>Is your company registered for Quality Assurance e.g. ISO 9001?<br/>(If Yes, please enclose copy of certification.)</p> <div style="text-align: right;"> <input type="checkbox"/>    <input type="checkbox"/> </div>   |
| 24  | <p>Is there a person responsible for coordination of your Quality Assurance?</p> <div style="text-align: right;"> <input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/> </div>   |
| <b>Environmental Policy &amp; Procedures:</b> |   |
| 25  | <p>Do you have a written Environmental Policy and/or Procedures</p> <p>If yes, please enclose a copy of your current Policy.</p> <p>If yes, please explain how this policy and/or procedures are disseminated to all your employees.</p>  |
| 26  | <p><b>Modern Slavery Act 2015</b></p> <p>Please can you confirm that you adhere to all legislation in relation to the Modern Slavery Act 2015?</p> <p><b>Yes / No</b></p>   |



**Southern Demolition Co. Ltd**  
**Subcontractor Competency Questionnaire**

|  |   |
|--|---|
|  | <b>Any further information you wish to submit to support your Subcontractor Competency Questionnaire:</b> |
|--|---|

Please ensure all requested documentary evidence is enclosed with your questionnaire or your questionnaire will be returned

| Documents Enclosed :   | (Tick as Enclosed)   |                            |                                |  |  |
|--|--|----------------------------|--------------------------------|--|--|
| <input type="checkbox"/> Health & Safety Policy Statement  |  |                            |                                |  |  |
| <input type="checkbox"/> Insurance(s)  |  |                            |                                |  |  |
| <input type="checkbox"/> CHAS, SMAS or otherSSIP certificate   |  |                            |                                |  |  |
| <input type="checkbox"/> Consultants CV & Professional Qualifications  |  |                            |                                |  |  |
| <input type="checkbox"/> Recent RAMS for past project  |  |                            |                                |  |  |
| <input type="checkbox"/> Equal Opportunities Policy  |  |                            |                                |  |  |
| <input type="checkbox"/> Training Matrix / Records   |  |                            |                                |  |  |
| <input type="checkbox"/> Copy of all CSCS Cards  |  |                            |                                |  |  |
| <input type="checkbox"/> Quality Assurance Certificate   |  |                            |                                |  |  |
| <input type="checkbox"/> Environmental Policy  |  |                            |                                |  |  |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"> <b>Approved:</b>    Yes<br/>                      No </td> <td style="width: 50%;"> <b>Signed:</b><br/> <b>Date:</b> </td> </tr> <tr> <td></td> <td> <div style="display: flex; justify-content: space-around;"> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> </div> </td> </tr> </table> |  | <b>Approved:</b> Yes<br>No | <b>Signed:</b><br><b>Date:</b> |  | <div style="display: flex; justify-content: space-around;"> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> </div> |
| <b>Approved:</b> Yes<br>No   | <b>Signed:</b><br><b>Date:</b>   |                            |                                |  |  |
|  | <div style="display: flex; justify-content: space-around;"> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/><br/><input type="checkbox"/><br/><input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> </div> |                            |                                |  |  |

Many thanks for completing this Questionnaire.





# Southern Demolition Co Ltd

## SITE INDUCTION





# Health Safety & Environmental Policy

- We are committed to protecting the health and safety of all persons working at or visiting this site
- We plan manage, conduct and supervise all our work in compliance with legislation and best practice
- We want to ensure that all workers have a clear understanding of their responsibilities along with that of the company
- Safety is everyone's responsibility



# Project Brief

- History of Project
- Current Stage
- Scope of Work
- Schedule of Work
- Location of Statutory Notices
- Presence of and Isolation of Services, including buried and overhead cables
- Project Working Hours
- Restricted Areas

# Emergency Evacuation & Fire

- Fire Alarm/Notification
  - Exit Routes
  - Assembly Point/Points
  - Fire Points
  - Fire Prevention
  - Nearest Hospital -
1. No smoking and be aware of other possible ignition sources
  2. Housekeeping – A tidy site = less material to burn
  3. Hot work permits

# Can you provide evidence of your skills?

- Do you have a current registration card? E.g. CCDO ?
- Have you had Asbestos Awareness Training within the last year?
- Have you completed a Demolition Safety Awareness course within the last 3 years?
- Have you completed a Health & Safety & Environment Touch Screen Test



# Site Contacts

- Project Manager –
- Site Supervisor –
- Health & Safety Representative –
- First Aiders –
- Fire Marshall -



# Signing In and Out

- Please ensure you sign in and out every time you enter or exit the site
- The purpose is to ensure that all persons are accounted for in an emergency
- If a person is not accounted for in an emergency they will be treated as missing, potentially putting emergency workers at risk

# Welfare

- TOILETS
- CANTEEN
- FIRST AID



# Housekeeping

- A Clean Site is a Safe Site
- All waste should be disposed of in the correct skips
- Carefully dispose of leftover food as not to attract vermin





# Environment & Waste Disposal

- Under no circumstances shall liquid waste, such as paints or solvents, be allowed to soak into the ground or be poured down drains. This is 'hazardous waste' and should be disposed of in line with current legislation
- Carefully dispose of leftovers as not to attract vermin
- Bonfires shall not be conducted on site



# Site Rules

- All visitors and contractors must report to site office to sign in, receive site information and rules regarding this site
- No food or drink to be consumed outside of canteen
- No smoking unless in designated area
- Mandatory PPE must be worn
- No Horseplay / Fighting



# SIGNAGE ON SITE

ALWAYS COMPLY WITH SAFETY SIGNAGE  
READ THE LABELS ON CONTAINERS BEFORE USING ANY SUBSTANCES  
USE ANY SAFETY PRECAUTIONS REQUIRED

## Red Signs Indicate

A Prohibited Action  
(must not do)

Such as :-

NO SMOKING

NO UNAUTHORISED  
ENTRY

DO NOT TOUCH etc.



# Blue Signs Indicate

A Mandatory Action (must do)

Such As :-

HARD HATS MUST BE  
WORN

EYE PROTECTION MUST BE  
WORN

EAR PROTECTION MUST BE  
WORN etc.



## Yellow Signs Indicate

A Caution (Hazard  
Warning)

Such As :-

DANGER HIGH VOLTAGE

DANGER FRAGILE ROOF

DANGER FORK LIFT  
TRUCKS IN OPERATION  
etc.



## Green Signs Indicate

A Safe Condition (Safe  
Route/Area)

Such As :-

FIRST AID

FIRE ESCAPE ROUTE

FIRE ASSEMBLY POINT

etc.





# Drugs and Alcohol

- No Alcohol to be consumed on site
- No drugs(other than prescription) to be taken on site
- Any persons caught in possession of or under the influence of drugs or alcohol will be removed from site
- Inform Supervisor if on prescription drugs that may impair your performance





# Personal Protective Equipment (PPE)

- Hard Hats, Safety Footwear and Hi-Visibility Vests must be worn as a minimum
- Task specific PPE will be issued in accordance with Risk Assessments
- Look after your PPE and always wear it when required, it is for your own safety!
- Ask your supervisor to supply the items as and when required

# Plant and Equipment

- Ensure you are trained and authorised to use the plant/equipment
- Confirm the equipment is fit for use
- Have pre-use inspections been carried out?
- Consider the Hazards when using the equipment
- YOU are required to work safely and use plant and equipment correctly... they are YOUR responsibility

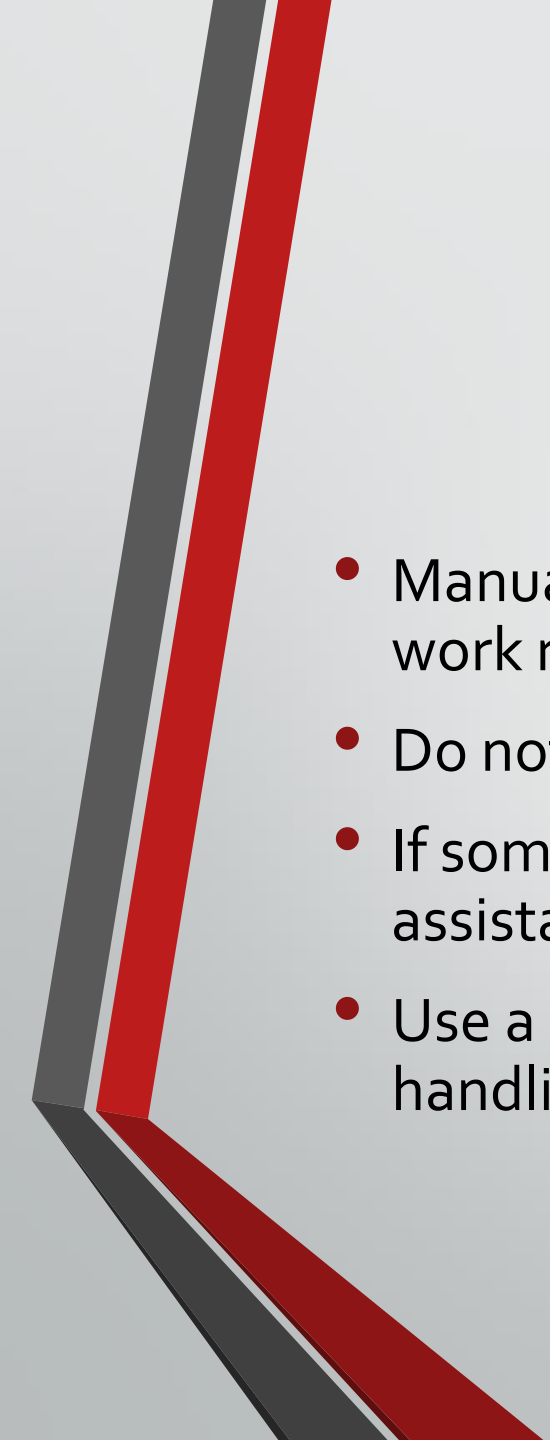


# Working at Height

- Working at Height is the single biggest cause of construction fatalities each year.
- Use secure platforms with proper edge protection
- Protect holes, leading edges and fragile materials
- Consider weather conditions
- Only trained operatives allowed to erect, alter or dismantle scaffolding or mobile towers
- Where risk assessment requires the use of fall arrest equipment, it must be used in accordance with a safe system of work

## Working at Heights cont.

- Improper use and non-use of fall arrest will result in disciplinary action
- Ladders and Stepladders should be used for access or as places of work ONLY when there is no reasonably practicable alternative and it is safe to do so
- Use the SAFEST access equipment for the job NOT THE MOST CONVENIENT



# Manual Handling

- Manual handling injuries cause more lost time at work than any other single work related cause
- Do not attempt to carry or lift anything that is too big or too heavy
- If something is too big or heavy, inform your supervisor and ask for assistance
- Use a mechanical aid where possible to reduce the amount of manual handling operations

# Plant Operation

- Only Trained and Authorised personnel can operate driver operated plant e.g. excavators, dump trucks
- Do not take passengers
- Ensure that Pre-Use inspections have been carried out
- Ensure that where vehicles are provided with seat-belts they are used properly
- Keep to designated pedestrian routes on site, be aware of vehicles turning or slewing
- If you can't see the operator, they can't see you



# Vehicles on Site

- A Traffic Management Plan is displayed in the site office
- Parking is only permitted in designated areas on site in order to keep site roads clear for construction plant and emergency vehicles
- Keep to designated pedestrian routes
- Be aware of plant operating near you
- If you can't see the operator – he can't see you!

# Asbestos

- Asbestos **IS / IS NOT** present on this site
- You will be given specific information on any areas or activities which may expose you to asbestos
- Have you attended an asbestos awareness course within the last 12 months?
- If you are in any doubt – consult your supervisor



# Vibration

- Hand Arm Vibration Syndrome (HAVS) and Vibration White Finger (VWF) are very debilitating
- Can the job be completed with mechanical assistance
- Consider the need for job rotation
- Has an assessment been carried out?
- Only use the equipment within the manufacturers recommended terms and relevant risk assessments

# Accident / Near Miss Reporting

- It is a legal requirement for operatives to report all accidents irrespective of how trivial they are
- Report all near misses to site supervisor
- If time is required off work from your injury inform your site supervisor - more than 7 days is a reportable incident
- Is the injury Reportable under RIDDOR? – Fractures other than fingers thumbs and toes, Any injury likely to result in a reduction in sight or permanent loss of sight, any crush injury to the head or torso causing damage to the brain or internal organs, serious burns (including scalding) which covers more than 10% of the body or causes significant damage to eyes, respiratory system or other vital organs, any scalping requiring hospital treatment, any loss of consciousness caused by head injury or asphyxia, any other injury arising from working in an enclosed space which : leads to hypothermia or heat induced illness, requires resuscitation or admittance to hospital for more than 24 hours



# Considerate Constructor Scheme

- **Code of Considerate Practice**
- Considerate constructors seek to improve the image of the construction industry by striving to promote and achieve best practice under the Code.
- The Code of Considerate Practice outlines the Scheme's expectations and describes those areas that are considered fundamental for registration with the Scheme.
- The Code is in five parts and contains a series of bullet points. Each section of the Code contains an aspirational supporting statement and four bullet points which represent the basic expectations of registration with the Scheme.
- The Code of Considerate Practice applies to all registered sites, companies and suppliers regardless of size, type or location.



# Care about Appearance

- **Constructors should ensure sites appear professional and well managed**
- Ensuring that the external appearance of sites enhances the image of the industry.
- Being organised, clean and tidy.
- Enhancing the appearance of facilities, stored materials, vehicles and plant.
- Raising the image of the workforce by their appearance.



# Respect the Community

- **Constructors should give utmost consideration to their impact on neighbours and the public**
- Informing, respecting and showing courtesy to those affected by the work.
- Minimising the impact of deliveries, parking and work on the public highway.
- Contributing to and supporting the local community and economy.
- Working to create a positive and enduring impression, and promoting the Code.



# Protect the Environment

- **Constructors should protect and enhance the environment**
- Identifying, managing and promoting environmental issues.
- Seeking sustainable solutions, and minimising waste, the carbon footprint and resources.
- Minimising the impact of vibration, and air, light and noise pollution.
- Protecting the ecology, the landscape, wildlife, vegetation and water courses.



# Secure everyone's Safety


- **Constructors should attain the highest levels of safety performance**
- Having systems that care for the safety of the public, visitors and the workforce.
- Minimising security risks to neighbours.
- Having initiatives for continuous safety improvement.
- Embedding attitudes and behaviours that enhance safety performance.



# Value their Workforce

- **Constructors should provide a supportive and caring working environment**
- Providing a workplace where everyone is respected, treated fairly, encouraged and supported.
- Identifying personal development needs and promoting training.
- Caring for the health and wellbeing of the workforce.
- Providing and maintaining high standards of welfare.





Please feel free to ask any  
questions you may have, before  
you sign your induction form

Thank you for your time and co-  
operation





## Southern Demolition Co. Ltd

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Email: [info@southerndemolition.co.uk](mailto:info@southerndemolition.co.uk)

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# SDC Complaints Procedure

