



# METHOD STATEMENT

## FAÇADE CLEANING AND RESTORATION

### 40 Bedford Square, London

**Williams Restoration Ltd**  
85 Elmwood Drive  
Epsom  
Surrey  
KT17 2NL

**Beaconrisk Health and Safety Ltd**  
18 Trinity Chambers  
Ivy Street  
Birkenhead  
Merseyside  
CH46 1RJ

### CONTRACT DETAILS

<b>Contract</b>	DOFF & TORC cleaning to all masonry surfaces followed by essential repairs to stone and brick.
<b>Address:</b>	40 Bedford Square, London, WC1B 3HX
<b>Principal Contractor:</b>	Lagom Interiors Suite 505 One Crown Square Woking GU21 6HR Contact: John Smith Tel: 07784637599
<b>Director:</b>	Charlie Pritchard T: 0203 544 8861 M: 07507491017
<b>No of Operatives:</b> <b>Start Date:</b> <b>Duration of Works:</b>	2 – 4 No TBC 4 Weeks

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## SECTION A

### 1 Method Statement

#### **ACCESS & EGRESS**

- 1 Erect physically tied tube and fitted independent scaffold with access via Bedford Avenue elevation.
- 2 All operatives are to sign in prior to commencing work and must sign out at the end of the day.
- 3 Access to the works will be via fully boarded and sheeted scaffolding in 2m lifts.
- 4 Operatives are to follow site rules and procedures from the site induction by the MC.
- 5 Access to Mains Water Supply will be provided by LAGOM INTERIORS - external tap near the work areas to each elevation or otherwise nominated.
- 6 Power is to be supplied by LAGOM INTERIORS - 110v transformer (for single and 3 phase) near the work area to each elevation or otherwise nominated.
- 7 All operatives to sign out at the end of each day.

#### **SCOPE OF WORKS:**

- 8 JOS/TORC abrasive cleaning to all masonry surfaces followed by essential repairs to brick and Portland stone

#### **DOFF/THERMOTECH SUPER HEATED HIGH-PRESSURE WATER CLEAN:**

- 9 The doff Machine will be set up on the on the ground floor near the work area.
- 10 Prior to DOFF cleaning to check all windows and openings and apply tape to window joints to prevent water ingress as necessary
- 11 Water pipes and power leads will be neatly run to the power and water source.
- 12 Doff pipes will be neatly run to the work area.
- 13 Once the doff system has been set up, cleaning works will commence.
- 14 DOFF Cleaning will usually commence at top lift and work down wards to GF.
- 15 Diesel fuel will be used for the DOFF machine and may need refuelling.
- 16 Doff will be refuelled using a jerry can with a funnel attachment.
- 17 Once the cleaning works are complete, each area/elevation to be signed off by MC.

#### **TORC/JOS MEDIUM PRESSURE WET ABRASIVE CLEANING:**

- 18 The TORC Wet Abrasive system will be used to remove heavy duty dirt deposits to the Red brick and soffits of Portland stone.
- 19 Protection will be carried out to all surfaces that may be affected by the cleaning system.
- 20 To protect will be carried out with heavy duty polythene and tape.
- 21 The compressor and TORC Wet Abrasive System will be set up adjacent to the works area, which will require parking in the front area. (By Williams Restoration)
- 22 Make connections to the water and power supplies, care to be taken not to create trip hazards, ramps will be positioned over hoses where necessary.
- 23 A suitably experienced operator will carry out the cleaning of the work surfaces.
- 24 Clean down thoroughly and carefully remove all heavy duty dirt to areas of stone/concrete by means of the TORC Wet Abrasive method, using a mixture of clean cold water and a table abrasive under a controlled pressure so as to remove all dirt deposits and leave in a clean condition.

- 25 The material to be used in the abrasive is a Dolomite supplied by Stonehealth Ltd.
- 26 Upon completion of each section, waste will be bagged up and taken from site.
- 27 Upon completion of all works, remove all protection, plant and leave the area in a clean and tidy condition.
- 28 Once the cleaning works are complete, each area/elevation to be signed off by MC.

#### **STONE INDENTS AND REPAIRS**

- 29 All areas nominated for stone indents will be cut back to sound base
- 30 Operatives will then measure the required indent opening and profile to be sent to stone manufacturers
- 31 Larger or thicker new stone indents may need to be installed using stainless steel pins, dowels or fixings to restrain the new stone in 2 part marmolite epoxy resin adhesive
- 32 Bedding and grouting mortar will be mixed in a bucket using a trowel
- 33 Stone premix mortar will be applied using hawk and trowel
- 34 The joints are then finished using a sponge
- 35 The work area will be left clean and tidy at the end of each day
- 36 Upon completion the repairs will be offered to MC for inspection and sign off.

#### **BRICKWORK**

- 37 The quantity and location of bricks to be removed and replaced will be carried out in isolated areas where bricks are defective
- 38 All defective brickwork will be carefully cut out using a hammer, chisel and small breaker
- 39 All debris will be placed into rubble bags and removed from site
- 40 Once the bricks have been cut out, new bricks to match existing will be installed using a lime mortar to match existing.
- 41 Lime mortar will be mixed using paddle mixer
- 42 Once the bricks have been replaced this will be offered up to MC for inspection and sign off

#### **POINTING**

- 43 Any defective brick and stone joints will be cut back and replaced using a lime mortar to match approved sample
- 44 All defective pointing will be carried out using hammer and chisel and 5" grinder
- 45 All debris to be placed into rubble bags and cleared from site
- 46 Once pointing has been cut out, new pointing will be carried out using a lime mortar from approved sample
- 47 Mortar will be applied using a hawk, pointing trowel and small tools
- 48 Pointing to be finished in style to match existing
- 49 Once completed the pointed areas will be offered up to MC for inspection and sign off.

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## 2 Onsite Monitoring & Supervision

Charlie Pritchard will be the Director with overall site safety responsibility, the site foreman for Cleaning Works will be Luke Goodliffe under the direct control of our Supervisor Pietro Gusti. Pietro will have responsibility for day-to-day site safety. Site management will monitor, review and sign off the works at the end of the completed works.

## 3 PPE Requirements

- Hi-viz jacket - worn at all times;
- Steel-toe capped footwear - worn at all times;
- Hard hat - worn at all times.
- Protective gloves - worn when necessary at all times
- Protective Mask - worn when necessary at all times

## 4 Site Rules & Emergency Procedures

All Williams operatives and sub-contractors will comply with the Emergency Procedures & Site Rules laid down by Lagom Interiors in the Site Safety Induction.

## 5 To whom the information has been submitted

Lagom Interiors  
Suite 505  
One Crown Square  
Woking  
GU21 6HR

Contact: John Smith  
Tel: 07784637599

## 6 Health & Safety Executive Contact

The Health & Safety Executive  
 Rose Court  
 2 Southwark Bridge  
 London  
 SE1 9HS

## 7 Emergency Contact Numbers/Plan

<b>Williams Restoration</b>	Head Office	0203 544 8861
<b>Charlie Pritchard</b>	Director	07507491017
<b>Pietro Gusti</b>	Site supervisor	07466927742

## 8 Method Statement Preparation and Approval

**Prepared By:** Charlie Pritchard

**Position:** Director

**Date:** 7th March 2022

**Signature:**

## 9 Method Statement Briefing Register

The following persons have received a briefing from their foreman covering the following Method Statement:

*I hereby declare that I have been given a briefing on the contents of the above mentioned method statement and supporting documents and have fully understood what is expected of me. I agree to abide by the requirements and bring to the attention of the site manager any problems I find without deviating.*

Name (Print)	Trade	Signed
Luke Goodliffe	Façade cleaner	
Jack Marshall	Stone Mason	
Julian Hickling	Restorer	
Imre Kapas	Bricklayer	

## 10 Site Safety Induction Register

### Note to the Supervisor giving the Induction Talk:

Those persons receiving the safety induction talk should sign this attendance sheet once they feel satisfied they have been given the opportunity to ask any questions to ensure their understanding of what is required of them in respect of their health, safety and welfare whilst working on this site. Having signed, the Company feels it reasonable to assume that they have discharged this duty.

Name	Signed	Date
Luke Goodliffe		
Jack Marshall		
Julian Hickling		
Imre Kapas		

**Toolbox talks to be carried out weekly, signed by attendees and submitted for site file to site management team.**



## **Declaration of persons engaged to work on behalf of Williams Restoration Ltd**

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The relevant pages from the Company Safety Policy document has been handed to me to read and where needed my duties were explained to me.

It is my obligation to carry out my duties, as far as is reasonably practicable, in a safe and proper manner, without causing unnecessary risk to the health and safety of other persons, who may be affected by my acts or omissions whilst at work.

I will co-operate with any instructions given to me by my employer or other persons whilst on site i.e. The Client, Planning Supervisor, Principal Contractor or other persons with the authority to request certain safe working procedures, to ensure so far as reasonably practicable, the safety and absence of risk to myself or others affected by my work activities.

I undertake not to interfere with or misuse anything provided in my interests of health, safety or welfare and to wear any personal protective equipment as instructed to do so.

I will carry out my duties when using any plant or equipment in accordance with the training I have received whether by the Company or from previous employment or training establishment in accordance with that training and the class or description of CTA issued.

I will report danger to my employer if seen by me and where necessary, will bring to my employer's notice any matter signalling a shortcoming in their arrangements for my Health, Safety or Welfare at work.

Where required to do so, I will comply to any permit to work system, risk assessment or method statement to the best of my ability in accordance with any training received or instructions given.

I am prepared to sign this declaration on the understanding that my employer will, so far as it's in their power, provide me with a safe place of work, safe access and egress, safe and properly maintained plant and equipment and that he shall undertake to train me where necessary to comply with the provision and use of work equipment and safe working arrangements for me to carry out the duties I am being paid to carry out, and on the understanding that my employer will do all that is reasonably practicable to ensure his part as stated in the current legislative frame-work governing the safety and absence of risk to my place of work.

## **SECTION B**

### 11 Risk Assessment

<b>Assessment No.</b>	<b>Description of Risk Assessment</b>	
RA004/UAS	Use of Access Scaffolding	√
RA24/STF	Slips, Trips and Falls	√
RA25/MH	Manual Handling	√
RA37/DC	DOFF Cleaning	√
RA008/WAH	Working at Heights	√
RA014/UPEE	Use of Portable Electrical Equipment	√

## 12 Risk Rating Procedure

### Risk Ranking Analysis:

#### FREQUENCY INDEX (LIKELIHOOD)

Index	Description	Definition
1	Very Unlikely	Less than once every 10 years
2	Unlikely	Once in every 5 - 10 years
3	Likely	Once in every 2 - 5 years
4	Very likely	Once in every 2 years
5	Certain	More than once a year

#### SEVERITY OF RISK

This index varies between 1 and 4 and ranks the severity (or consequences) of the event according to the following descriptions. 5 = the most serious consequence.

Index	Description	Definition
1	No Injury, damage	Sickness or loss (with no time off
2	Minor injury or illness	Minor damage or loss (and/or up to 3 days off
3	Reportable injury or illness	Substantial damage or loss (or over 3 days off
4	Major injury	Long term absence
5	Fatality	Catastrophic damage or loss Death

See Risk analysis form overleaf.

**RISK ANALYSIS FORM**

**RISK INDEX**

The risk index is then simply defined by multiplying together the frequency index and severity index. With this ranking system this will yield a number between 1 and 25.

Refer to the following table and read off the priority rating:

**EXAMPLE**

1) A likelihood of 4 with a severity of 1 would give a rating of:  
**4X1 = 4**

**Low Risk**

2) A likelihood of 4 with a severity of 3 would give a rating of:  
**4X3 = 12**

**Med Risk**

3) A likelihood of 5 with a severity of 4 would give a rating of:  
**4X5 = 20**

**High risk**

3	4	5
6	12	10
9	16	20
12	4	5
15	3	3

**SEVERITY/CONSEQUENCE**

By using the traffic light colours for the shading of the level of risk (as above) it will clearly indicate the level of action required to minimise the risk of harm to persons affected by the hazard - see below

High	17 - 25	<b>Red</b> for danger = <b>Stop.</b>	(Method Statement required)
Medium	6 - 16	<b>Orange</b> for = <b>Caution.</b>	(Safe System of work i.e. Company Control Measures)
Low	1 - 5	<b>Green</b> for = <b>Go</b>	(But still adopt best practice)

Risk Assessment: 004 - Use of Access Scaffolding

Hazards Identified	Initial Risk Rating Score			Control Measures	Residual Risk Rating Score		
	L	S	R		11.1.		R
1. Falls of persons	3	5	15	1. Ensure scaffold has been erected by a competent person 2. Keep the storage of materials or waste to a minimum on scaffold 3. Protection for the public and others in the vicinity to be achieved by segregation of scaffold/works by means of suitable barriers 4. Ensure safe access to scaffold 5. Suitable means of raising and lowering materials 6. Inspect scaffold integrity every 7 days or after any event likely to have affected its stability 7. Training to be provided for supervisors and operatives involved in the use of access scaffolding 8. Supervision to ensure that precautions are taken and method statement followed. 9. Include information in regular toolbox talks	1	5	5
2. Collapse of scaffold due to overloading	3	5	15		1	5	5
3. Materials falling from scaffold	4	3	12		2	3	6

Risk Assessment: 024 - Slips, Trips & Falls

Hazards Identified	Initial Risk Rating Score			Control Measures	Residual Risk Rating Score		
	L	S	R		L	S	R

1. Uneven floors / surfaces	2	5	10	1. Ensure work area is kept in a reasonably tidy manner	1	5	5
2. Bad housekeeping / obstructed routes	2	5	10	2. Materials are stored appropriately	1	5	5
3. Liquid spillage's Inclement weather	3	4	12	3. Waste and litter are disposed of accordingly	1	4	4
				4. Arrangements are devised to take into account the effects of inclement weather on the working environment, ice, snow etc.			
				5. Sand bags to be used to direct flow of water to local surface water drainage points.			

Hazards Identified	Initial Risk Rating Score			Control Measures	Residual Risk Rating Score		
	L	S	R		L	S	R
1. Back strain, slipped disc	3	3	9	1. All goods to arrive by deliver lorry to site 2. Beam hoist lift to be used to lift materials to gantry 3. Operatives to use passenger hoist to get to correct floor level for works 4. Pallet truck to be used to transfer materials to work area 5. Sufficient labour to be made available for awkward or heavy loads 6. All operatives have received manual handling training. 7. Safety footwear to be worn at all times and Light duty gloves are to be worn at all times in the site working area. 8. Detailed assessment to be carried out when criteria met as identified in the Health & Safety Policy 9. Task, load, working environment and the individuals capabilities to be assessed prior to manual handling operations 10. Supervision to ensure that precautions are taken and control measures followed	2	3	6
2. Hernias	3	3	9		2	3	6
3. Lacerations, crushing of hands or fingers	3	4	12		1	4	4
4. Tenosynovitis	3	3	9		1	3	3
5. Bruised or broken toes or feet	3	4	12		1	4	4
6. Various sprains, strains etc.							

Risk Assessment: 037 - DOFF Cleaning

Hazards Identified	Initial Risk Rating Score	Control Measures	Residual Risk Rating Score
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	L	S	R		L	S	R
1. Hose Failure	2	3	6	1. Operatives to wear full waterproof clothing; regular hose checks; maintenance undertaken at regular intervals	1	3	3
2. Elevated Temperatures - Burns	2	2	4	2. Only encountered within 25cms from nozzle; trained operatives aware to keep body parts away from this area; should hot water be encountered, scalded area to be placed immediately in cold water for a minimum of 15mins or longer if discomfort remains; medical advise to be sought.	2	2	4
3. Manual Handling of compressor - covered in RA 025							

Risk Assessment: 008 - Working at Heights

Hazards Identified	Initial Risk Rating Score			Control Measures	Residual Risk Rating Score		
	L	S	R		11	S	R
1. Falls of persons	2	5	10	Follow the hierarchy in accordance with the Work at Height Regulations 2005 Avoid working at heights if possible if not: 1. Ensure the most suitable means of access is provided taking into account collective protection over personal protection. 2. Equipment used for access to be regularly inspected 3. Edge protection to be erected where injury due to falls could occur 4. Specialist training and inspection procedures to be carried out where works involve the use of safety harnesses 5. Adequate precautions to protect third parties from falling objects to be devised e.g. debris fans, chutes or full enclosures. Additional exclusion zones with signage may be required. 6. Ensure that all work at height is planned	1	5	5
2. Fall of materials	2	5	10		1	5	5

Risk Assessment: 014 - Use of Portable Electrical Equipment

Hazards Identified	Initial Risk Rating Score			Control Measures	Residual Risk Rating Score		
	L	S	R		11.		R
1. Electrocution	3	5	15	1. Equipment to be fit for purpose with regard to voltage, power and environmental conditions	1	5	5
2. Fire	2	5	10	2. Visual inspection of equipment to be carried out prior to use	1	5	5
3. Damage to equipment/ property	4	3	12	3. Equipment to be regularly examined and tested (P.A.T.) and documents kept of examination 4. Where possible the use of battery operated equipment is to be encouraged 5. Avoid damp or humid conditions 6. Avoid use of operatives personal tools which are not covered in company procedures 7. Site first aiders to receive training in electric shock treatment	1	3	3



## 13 COSH Assessments

Description
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Diesel Fuel ☒
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## 14 Statement of Health and Safety Policy

In Compliance to (interalia): The Health & Safety at Work etc. Act 1974, The Management of Health & Safety at Work Regulations 1999, The Construction (Design & Management) Regulations 2015, The Health & Safety (Consultation with Employees) Regulations 1996, The Provision & Use of Work Equipment Regulations 1998 and The Lifting Operations & Lifting Equipment Regulations 1998.

The Company will ensure, so far as is reasonably practicable, the health, safety and welfare of all employees and others, e.g. sub-contractors and the public, who may be affected by our activities. We shall provide a safe working environment, equipment and systems of work for all persons employed or self-employed who may for the time being, come under the supervision of the Company.

We shall encourage positive participation and involvement to promote safety standards and have appointed. The 'Worksafe' Partnership Ltd. (Safety Consultants) to provide advice on all matters affecting the health, safety & welfare of those persons coming under our control and all others who may be affected by our undertaking. Our Safety Consultants will, from time to time, review/audit our safety management systems.

We shall ensure that Sub-Contractors are competent to carry out their works in accordance with the relevant health and safety legislation and will assess their ability to do this before they are appointed. Where Sub-Contractors cannot prove their ability, we will look elsewhere or assist them in gaining the required competencies to satisfy our requirements on health and safety.

Our Director along with the Site Foremen are responsible for the implementation, monitoring and adherence to our Policy on site whilst ensuring that Sub-Contractors work to the agreed Method Statements and Risk Assessments.

Our Director shall ensure that all persons carrying out duties on our behalf are adequately trained to enable them to understand their responsibilities and be 'competent' in their work. New employees will receive induction training prior to commencing work and all employees will be inducted prior to commencing work on new sites. We will discipline those who fail to comply with their legal duties undermining the integrity of our safety performance.

As a Contractor we shall carry out our duties under The Construction (Design and Management) Regulations 2007 and assist the Principal Contractor and CDM Co-Ordinator/Client (respectively) to comply with their duties along with the provision of relevant information for the Health & Safety File.

As Director I shall ensure adequate resources are made available to ensure our legal obligations for health and safety are met and exceeded to meet best practice across the board and have delegated the responsibility for ensuring this policy is up to date.

**Signed:**

**Charlie Pritchard**  
Director  
Williams Restoration Ltd

**Dated:** 7 March 2022