

Method Statement Draft Demolition 317 Finchley Rd

03.05.16



1.0 Scope Of Works

To demolish the above existing building and the removal of ground slab and foundations. The building will be demolished by hand and 360' excavator from the front or side elevation in a systematic format. Clear all demolition debris from site.

2.0 General Information

Please note any document that Shorts Group provide for any demolition project including RAMS remain the property of Shorts Group.

Are only to be used / implemented by Shorts Group. Can and are adapted / changed before and during project by shorts group and ensure safe working practices remain in place at all times. Any document is in no way to be used as a document for the purpose of professional advice. RAMS are only to be followed and implement by Shorts Group Management and employees.

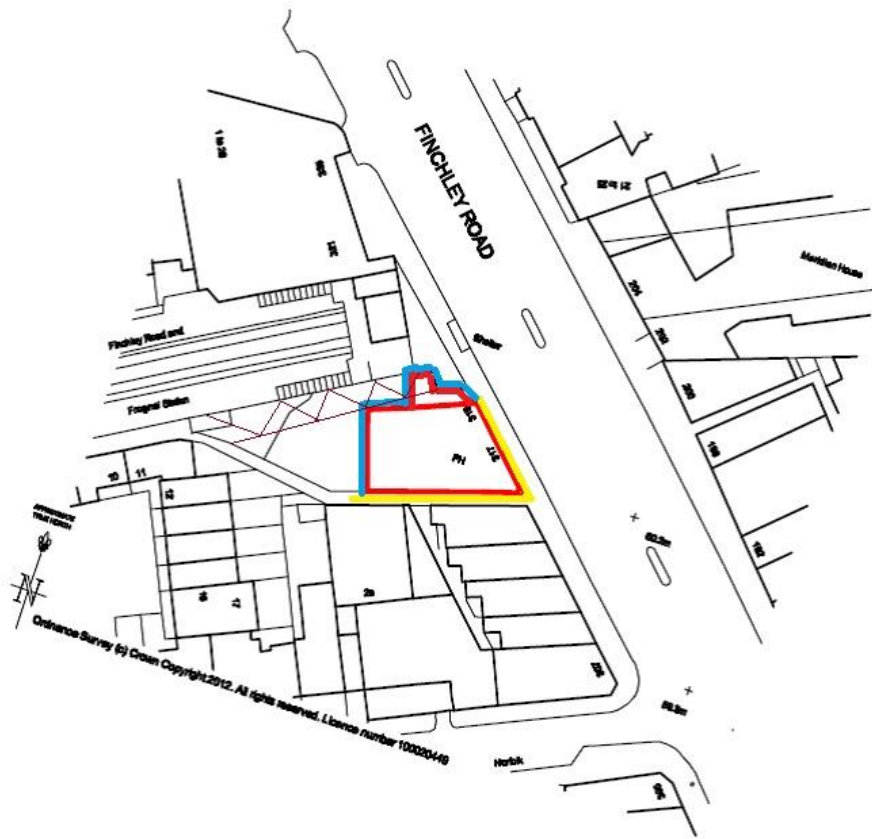
Purpose of Document

Shorts Group were requested to produce a Draft Demolition Method Statement to accompany the planning application at the site known as 317 Finchley Road. The building is a former Public House. As this document is a first draft it will be used as a proposal document for seeking advice from third parties / consultees that may be involved and / or have an interest in the project method and plan of works. Due to the nature of the works and the location of highways, public footpaths and live railways it has been determined that the best method of demolition is by hand until the structure is reduced down to a safe height allowing for mechanical demolition to take place. During the works full scaffold to approximately 1m above the building height will be erected.

The yellow scaffold line shows scaffold over the public footpath that will have a covered walk way to allow free movement at all times. The lower lift along the side footpath will extend right across the footpath and be doubled board and sheeted where needed to ensure no debris falls below. The elevation along Finchley Road will be as before but with the addition of fans over the footpath at first lift height. The blue line shows demolition spec scaffold. All scaffold will be wrapped in Monoflex. The red line shows the outline of building to be demolished. The brown hatched area shows the heavy plant exclusion zone, dimension to be agreed with Network Rail (*hereinafter known as NR*).

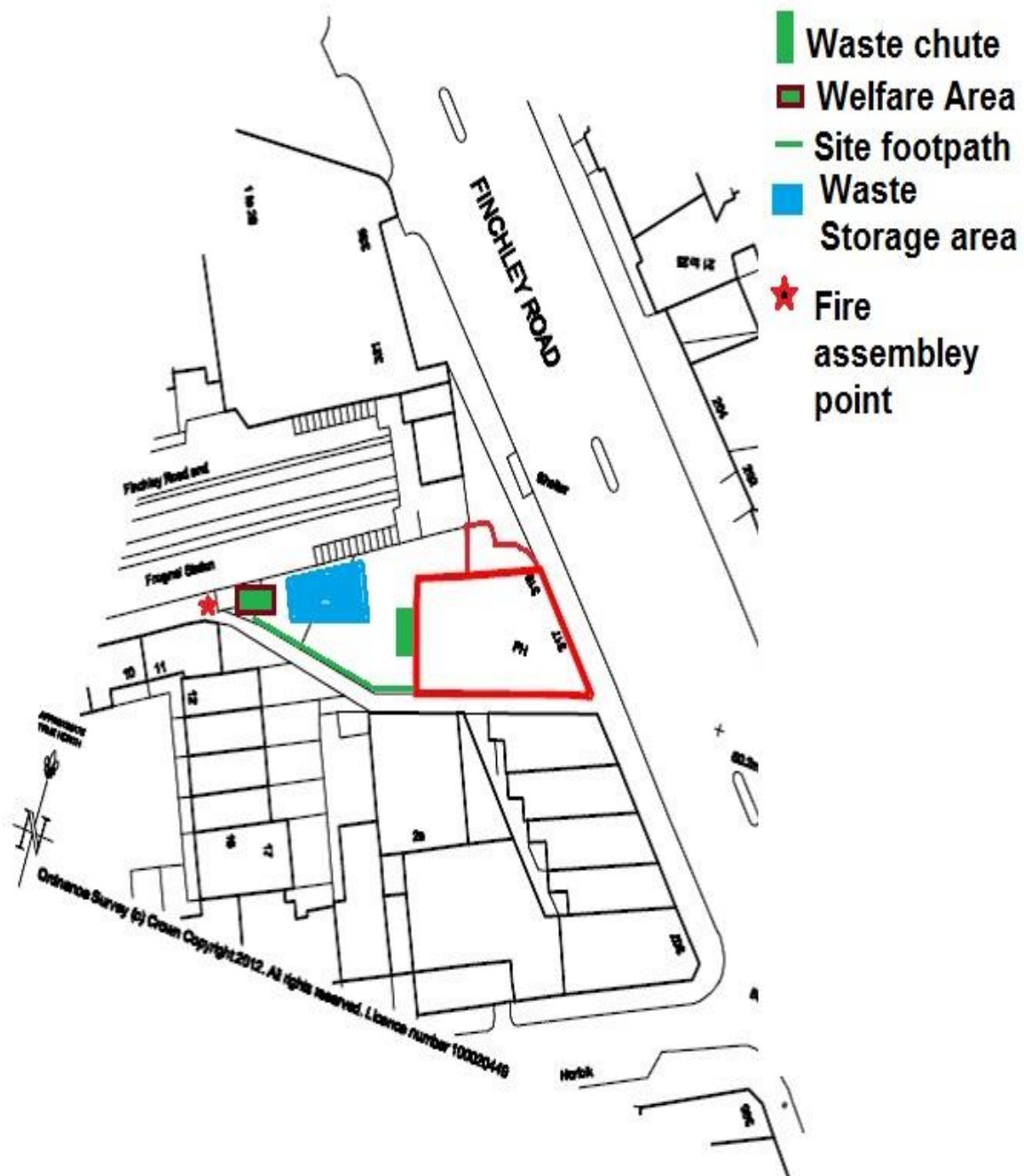
The work within this document assumes the following

- As per the Construction Management Plan the bus stop is temporarily relocated.
- Waiting and loads where needed are proposed on Finchley Road during the works as we will not have enough space for debris in the rear. (subject to TFL / Camden approval).
- The curb is dropped and a suitable cross over is formed to allow access into the site.
- Scaffold requirements are agreed and designs supplied by client for Shorts Group to build to.
- Shorts Group to supply method of works for client to consult and seek approval from 3rd parties.



We will endeavour to ensure that all heavy vehicle traffic is limited to times outside the rush hour, namely between 10 am and 4 pm, Monday to Friday. We will liaise with the other Main Contractors operating in the adjoining roads to ensure, so far as is reasonably practical, that deliveries and other construction operations are coordinated to minimise any negative impact on the residents and users of the roads. Deliveries will be managed on a ‘just-in-time’ basis. Deliveries will be carefully planned, pre booked and managed on site to ensure no back up of vehicles on Finchley Road or the adjacent roads, and timed to minimise disruption to neighbours.

Site set up



Before any works start onsite the site will be fully set up as above and other basic health and safety procedures implemented. The foreman will inform management when this has been completed and once signed off by management works will be allowed to start.

During the site set up and before the scaffold wrap around has been started along the side foot path, a Bobcat is to be delivered to the back garden to assist with material movement during the strip out works and phases of hand demolition.

2.1 Induction

Before starting work all operatives will attend a site induction, carried out by the principal contractor for the project.

The induction will consist of: -

- a. The Site Rules
- b. Emergency Procedures
- c. The Health and Safety Plan.
- d. The method of Works.
- e. Site Security

The induction is to include a walk around the outside of the site so everyone is aware of the NR area and other key points that need to be noted.

2.2 Security

The site will be secured using heras fencing and hoarding where required. The client will supply the site hoarding and ensure fence is in place prior to works starting. The gate to the site must be secured whilst demolition work is in progress. Appropriate signage will be fixed to the fencing of the site. Whilst Lorries are entering and exiting the site a qualified banksman will control the movement of these and ensure that the gate is secured afterwards.

Visitors to the site will have to wait at the gate until they are seen, then they will be escorted around the site at all times and asked to sign the visitors log.

2.3 Standards

All demolition works will be carried out per the code of Practice for Demolition BS 6187 and H.S.E. Guidance Notes In Demolition GS29/4 and all other relevant regulations and ACOP's .

2.4 Services

The client has (will be organised before works start) arranged for all disconnections to be made prior to work commencing.

The principal designer will notify the HSE on the F10 revised form and ensure Shorts Group have a copy for display on site. Shorts Group if required by the client will inform the local authority of the intended demolition works. A copy of the Section 81 demolition order will be displayed on site.

2.5 Fire

There will be no burning of rubbish on site at any time.

Hot Works: Prior to carrying out hot works, Shorts Group will apply and use a Hot Works permit system.

During hot cutting operations, a fire extinguisher or hosepipe will be within reach of the burner, if this is not possible a firewatcher will be nominated who will look for any burning material and extinguish it using the hosepipe or fire extinguisher.

Storage of Bottled gas: - The gas/LPG will be kept in a cage at least 5 Metres away from the building.

2.6 Emergency Procedures

Fire:

In the case of fire, inform the foreman who will contact the local fire brigade by dialling 999, warn others, leave site and assemble in the designated area. The foreman will carry out a roll call to ensure all persons have been accounted for. On arrival of the fire brigade the foreman will escort them to the site and show the fireman where the bottled gas is stored.

Collapse:

If there is an uncontrolled collapse and there are people trapped, inform the emergency services, Fire, Ambulance and Police. Clear the area and await assistance.

Asbestos exposure:

In the event of anyone being exposed to asbestos, the person/s exposed are to remain where they are. The site foreman is to be notified and the emergency exposure pack (containing 2 x coveralls 2 x disposable mask and 2 x asbestos bag & duct tape) is to be handed to the person/s that are contaminated and they are to decontaminate and dispose of all clothing as contaminated waste. The area is to then be sealed off as far as reasonably practical and reported to management straight away.

First Aid:

Shorts Group will make provision for first aid as per the current regulations. All Shorts staff are First Aid trained and the Foreman will nominate the appointed first aiders. The site will be supplied with a minimum of a 10 man first aid kit and suitable Eye wash. All accidents must be entered into the site accident book.

Location of the local Accident Emergency unit to be displayed in site office.

Royal Free Hospital

Tel: 020 7794 0500 Fax: 020 7830 2468

Address: Pond Street, London, NW3 2QG

London NW3 6EP, UK

1.9 mi- about 10 mins

1. Head north-west on Finchley Rd/A41 towards Arkwright Rd	0.3 mi
2. Turn right onto Frogna Ln	0.3 mi
3. Turn left onto Frogna	295 ft
4. Turn right onto Church Row	0.2 mi
5. Turn right onto Heath St/B511 Continue to follow B511	0.3 mi
6. Turn left onto Lyndhurst Rd	0.3 mi
7. Turn right onto Rosslyn Hill/A502	453 ft
8. Turn left onto Rowland Hill St	0.2 mi
9. Turn left	404 ft
10. Turn left	177 ft

London NW3 2QG, UK

2.7 Noise

As far as reasonably practical the noise levels on site will not exceed the 1st action level of 80 dB (A) as laid down within the Noise at Work regulations 2005. This will be achieved by using shears and pulverisers, and regular maintenance of all plant equipment.

2.8 Dust

A standpipe will be rigged on site for the banksman for damping down dust during works. The client must make a temporary supply available for this purpose. Where needed dust bosses will also be used

2.9 Personal protective equipment

The minimum PPE to be worn on site will be helmet, gloves, Hi-Viz vest and boots with an integral steel toecap. The site foreman will have specialist safety equipment on site for issue as and when it is required.

2.10 Site personnel and equipment

During the demolition works for this project there will be;
1 x Demolition Foreman Non Working
1 x 10 Demolition labourer

There will be:

1-2 x 360' excavator c/w attachments
1 x Bob cat
1/2/3 x ro-ro skip/s

2.11 Training

Plant operatives will hold a current Certificate of training (CTA). Demolition operatives will be in possession of a current certificate of competence and be registered under the demolition operatives training scheme working towards NVQ level 1 or 2. An update to training will be ongoing throughout the year and initial training carried out as and when required.

2.12 Welfare facilities

Shorts will supply welfare facilities on site for the duration of the demolition contract. This will consist of a site toilet, welfare hut or welfare van.

2.13 Site Safety inspections

Our safety adviser Priority Risk Ltd will visit the site on a once a week basis for the duration of the contract.

2.14 Site Working Hours

The working hours on this site will be as specified in the Section 81 demolition order.

3.0 Method of Demolition

3.1 Roof strip

Tiles if salvageable will be passed down and stacked in crates for removal from site. If not salvageable they will be removed with the debris during the demolition phase. The roof will be accessed from the fixed scaffold on site. Operatives will wear harnesses and PPE at all times and be secured in at all times.

3.3 Soft strip of building

The building will have all loose fixtures and fittings removed from the building. The foreman is to arrange a program of works to ensure that each room / area is cleared of debris keeping all routes clear at all times.

The followings task sheets are to be followed during all works.

Soft Strip of Structures

	Scope: The clearance of any rubbish left by the previous occupiers. The Soft Strip of all the structures which includes the removal of any fixed items such as cupboards, doors and any non load bearing partition walls, carpets and non asbestos floor tiles.	
1.	Confirmation that prior to any works taking place, the immediate area around the building will be fenced off with 'Heras'. Where practical and possible the fencing will delineate an exclusion zone of at least 6 metres from the building. Warning signs will be posted and a Banksman positioned to control the movement of people and machines in and around the access point and along the works boundary. The whole of the demolition works areas is to be an exclusion zone to all other trades and members of the public. Site Manager SignatureDate.....	Hold Point
2.	Confirmation that a MDHS 100 'Type 3 Asbestos Survey' has been carried out on the buildings and all ACM's have been removed from site during the asbestos removal works. Site Manager SignatureDate.....	Hold Point
3.	Confirmation that the Site Manager/Supervisor has in his possession written confirmation of all service disconnections / terminations and or service diversions. Where services are not terminated at the site boundary the precise location is known and documented, and where required pipe work purging has been carried out. Site Manager SignatureDate.....	Hold Point

4.	Confirmation that additional fencing has been installed around the identified openings prior to soft strip commencing creating suitable and sufficient drop / exclusion zones. Site Manager SignatureDate.....	Hold Point
5.	Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using hand held mechanical and non-mechanical tools lever bars, sledge hammers, wheel barrows and where possible a Bobcat Skid-Steer.	
	Windows and their frames will not be removed during the Softstrip phase of the demolition. To reduce risks the window frames will be removed during the demolition of the structure. The wooden frames can then be segregated from a remote distance using the D-Rig's grab attachment.	Safety Point
6.	Access /Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.	
	Only a single floor will be soft stripped at a time, works will commence from the upper most floor working down a single floor at a time.	Safety Point
7.	The structures will have safety exclusion zones (Drop Zones) implemented at the base of the identified window openings. The safety zone will be bound with Heras type fencing with signage in pertinent locations. Access into these areas will be restricted and controlled by the working area supervisor. Materials will be deposited out of these openings into the exclusion/Drop zones. Larger items will be reduced in size to as small as practically possible to reduce manual handling. Lighter items will be gathered and placed into bags and sealed, this will ensure they can be guided directly into the exclusion / Drop zone.	
8.	As material piles build up within the safety exclusion zones these will be periodically removed. This will be undertaken using a D-Rig fitted with grab attachment. On confirmation that works have stopped the D-Rig will enter then using the advanced 360 ⁰ grab attachment the redundant materials will be picked up and deposited into suitable skips or containers. Once the area has been cleared the D-Rig is moved out, The operator will communicate to the supervisor and the area will become active again.	
9.	This work will be repeated around the structures to reduce the distance the redundant materials need to be carried, therefore reducing manual handling.	

Fluorescent Lighting removal

	Scope: This element of the method statement describes the method used for the safe removal and disposal of Fluorescent Lighting tubes from within the structure. As of July 2005 fluorescent lights have been classified as hazardous waste and can therefore only be collected and disposed of by a licensed waste management company.	
1.	Confirmation it's understood by all operatives the extreme caution should be taken to avoid breaking the lighting tubes. Site Manager SignatureDate.....	Hold Point
2.	Operatives wearing the appropriate P.P.E (see P.P.E assessment) will removal the items (as described in the Scope).	
3.	Operatives will remove the tubes in one of two ways:	

	<ul style="list-style-type: none"> • With some bulbs, the technique to remove them is to push them in one direction against a spring located in the socket and then they can be removed. • Other bulbs can simply be twisted to be removed, similar to incandescent bulbs. 	
4.	The tubes will be then be placed into a purpose built containers for forward transporting for recycling. The container will then be marked as "Fluorescent Lamps for Recycling."	
5.	If the tubes are accidentally broken they will be stored in a sealed container. Any spilled powder will be picked up and added to the sealed container.	Safety Point
6.	All waste transactions will have transfer notes which will be retained on the site for inclusion into the developing health & safety file.	

Clearance of combustible materials

Scope: The clearance of rubbish left by the previous occupiers. This will include any loose materials within the ground floor of the building (This excludes hazardous waste i.e. tyres, oils etc).	
<p>Confirmation that prior to any works taking place, the immediate area around the building will be fenced off with 'Heras'. Where practical and possible the fencing will delineate an exclusion zone from the building. Warning signs will be posted around the access point and along the works boundary. The whole of the strip out works areas is to be an exclusion zone to all other trades and members of the public.</p> <p>Site Manager Signature Date.....</p>	Hold Point
Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using hand held tools, wheel barrows.	
Access /Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.	
The structures will have safety exclusion zones implemented from the access point to the skip / container to ensure protection of members of the public, client staff and or passers by. Larger items will be reduced in size to as small as practically possible to reduce manual handling.	
This work will be repeated around the structures to reduce the distance the redundant materials need to be carried, therefore reducing manual handling.	

Strip Out Works of Public House

	Scope: The soft strip of the structure which includes the removal of any rubbish left by the previous occupiers, any fixtures and fittings, doors and frames, mechanical and electrical installations, any stud walls, floor coverings and raised timber flooring, suspended ceiling and external signage. Openings within the structure will be utilised to remove the released arisings into the exclusion zones to the external of the structure.	
1.	<p>Confirmation that prior to any works taking place, the immediate area around the building has been fenced off with 'Heras'. Only a small exclusion zone will be required as the works will be carried out internal carefully by hand. Warning signs will be displayed in pertinent positions as required.</p> <p>Site Manager Signature Date.....</p>	Hold Point

2.	Confirmation its understood that the windows to the structure are not to be removed as part of these works. Site Manager SignatureDate.....	Hold Point
3.	Confirmation that the Site Manager/Supervisor has in his possession written confirmation of all service disconnections / terminations and or service diversions. Where services have not been terminated their exact location has been identified, documented and protected prior to commencement of these works. Site Manager SignatureDate.....	Hold Point
4.	Confirmation that additional fencing has been installed around the identified openings prior to soft strip commencing creating suitable and sufficient drop / exclusion zones for the soft-strip works. Site Manager SignatureDate.....	Hold Point
5.	Access /Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor. Operatives will work into the structure removing large items and ensuring a exit from the area is always free for slip and trip hazard in case of any type of emergency.	
6.	Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using hand held mechanical and non-mechanical tools such as lever bars, sledge hammers. Floorings will be removed with lever bars etc. Operatives will gain access to works required at height within the structure using mobile access towers and step ups etc. The false ceilings and their securing will be removed by hand held tools. Mechanical and electrical services will be removed from the structure and deposited directly into the waste containers / bins on site. All removed arisings will be segregated into waste streams for recycling where reasonably practicable. It should be noted that the majority of soft stripped materials will be required to go to land fill.	
7.	Florescent tubes will be removed as far as reasonably practicable complete and placed directly into dedicated florescent tube transportation boxes for removal off site.	
8.	The structure will have a safety exclusion zones (Drop Zones) implemented around identified openings. These openings will be determined by location to the external of the building to reduce the distance of manual handling required. The exclusion zones will be bound with Heras type fencing with signage in pertinent locations. Access into these areas will be restricted and controlled by the supervisor. Materials will be deposited through the openings into the exclusion/Drop zones. Larger items will be reduced in size to as small as practically possible to reduce manual handling.	
9.	As material piles build up within the external safety exclusion zones these will be periodically removed. This will be undertaken using a D-Rig fitted with grab attachment. On confirmation that works have stopped the D-Rig will enter the exclusion zone then using the 360 ⁰ grab attachment the redundant materials will be picked up and deposited into suitable skips or containers. Once the area has been cleared the D-Rig is moved out, The operator will communicate to the supervisor and the area will become active again.	
10.	This work will be repeated around the structures to reduce the distance the redundant materials need to be carried, therefore reducing manual handling.	
11.	Confirmation that the Soft-stripped structure has been fenced off to ensure no inadvertent access by authorised or unauthorised persons prior to machine demolition. Site Manager SignatureDate.....	Hold Point

3.3 Asbestos removal - (NOTE this may need to be done before roof removal)
Licensed asbestos will be removed prior to demolition being carried out. Non-Licensed asbestos will be removed prior to commencement. Operatives are trained/ing in non-licensed removal and EA and HSE regulations will be followed.

Please refer to survey carried out bydated

An exclusion zone will be set up as per the site hand over form. This will be clearly marked with asbestos removal signs and a clear point of enter and exit to the working area. At this point the 2 stage decontamination tent will be erected. A seat will be located within the decontamination area allowing easy removal of overalls. Within the tent there will be 2 buckets of clean water one with a sponge for washing boots and a cloth for washing faces and other areas. Overalls will be removed from the top down rolling them inside out to avoid lose fibres falling on to clothes. Masks will be removed once filters have been changed, the mask is then to be pulled away from the head down towards the chest and washed and finally removed and stored for reuse.

Within the clean end of the decontamination area a full clean set of PPE will be made available for authorised visitors.

The site foreman will ensure all operatives and visitors are made fully aware of the location of all asbestos within the site even if it has already been removed. A simple traffic light system will be adopted if there are multiple locations within the site.

Red; High risk Asbestos (Eg AIB Sprayed Coatings)

Amber; Medium risk Asbestos (Eg Textured coatings)

Green; Low Risk (Eg Thermal Plastic Tiles)

The site foreman will ensure a daily working log sheet is completed for all operatives who have carried out any asbestos work within the working day no matter how long the work was for. This record is to be kept safe and returned within the site folder at the end of the project or ready for collection by management at any time. The method of removal will be carried out as set out in the relevant HSE APCO guidance notes.

3.4 Demolition of Structure

Hand Demolition Phase

View from Rear



Hand Demolition Phase
View from Finchley Road (north facing)



Hand Demolition Phase

View from Finchley Road (south facing)



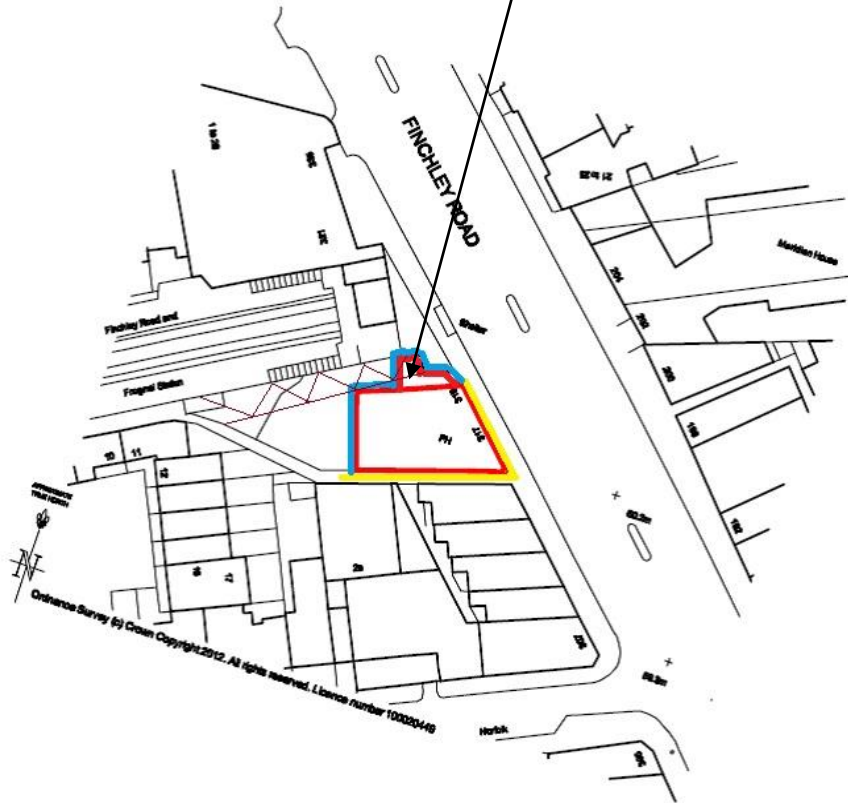
The above Phases will be carried out to ensure we have the building reduced down to a safe working height before we carry out any mechanical demolition. All debris from these works will be stored in the rear garden in the marked area. Once Phase 5 has been completed then a ramp will be made with hard core won from site that will start from the pavement level traveling down through Phase 5 allowing access for HGV and Plant. As soon as practically possible the waste and debris in the rear will be moved opening up the site to start the remaining demolition when safe to do so with a 360 Excavator fitted with a variety of demolition attachments. During each phase the scaffold requirements will change and therefore where possible the scaffold will be removed as the building is deconstructed.

The following task sheet is to be followed during all Hand demolition phases.

048 Hand Demolition works

	Scope: This method statement deals with the methodology for hand demolition to an element or the complete deconstruction of the structure by hand.	
1.	Confirmation that a 'Demolition Survey' has been carried out on the buildings and all ACM's have been removed from site during the asbestos removal works. Site Manager Signature Date	Hold Point
2.	Confirmation that the building has been checked for unauthorised personnel prior to the commencement of the demolition and that the building will remain secure throughout the demolition process. Site Manager Signature Date	Hold Point
3.	Confirmation that Banksmen are positioned to advise of any situations which may give rise to Health & Safety risks to operatives and passers by. Site Manager Signature Date	Hold Point
1.	Operatives working from either; temporary and perm scaffold platforms, Aluminium mobile access towers will deconstruct the external brickwork to facilitate access to the roof area.	
2.	The wall will be systematically reduced down in height to the agreed level. As the wall's height is reduced the working platform will be lowered such that the operatives are working ergonomically thus reducing risk of injury from bad posture i.e. stretching, bending etc.	
3.	The works will be carried out using small hand held electric breakers and hand tools such as bolster chisels and hammers. The operatives will work the brickwork down in courses along the entire width of the elevation to be removed.	
4.	Any roof tiles and roof timbers will be cut and/or removed where possible guided forward into the structures footprint. Operatives using alligator saws will remove the timber roofing frame using a series of sit and drop cuts. Once the roof of the first structural bay has been removed the redundant materials from the works will be loaded into suitable skips or containers.	
5.	Where practically possible materials will be segregated into waste streams and recycled.	
6.	All waste transactions will have transfer notes which will be retained on the site for inclusion into the developing health & safety file.	

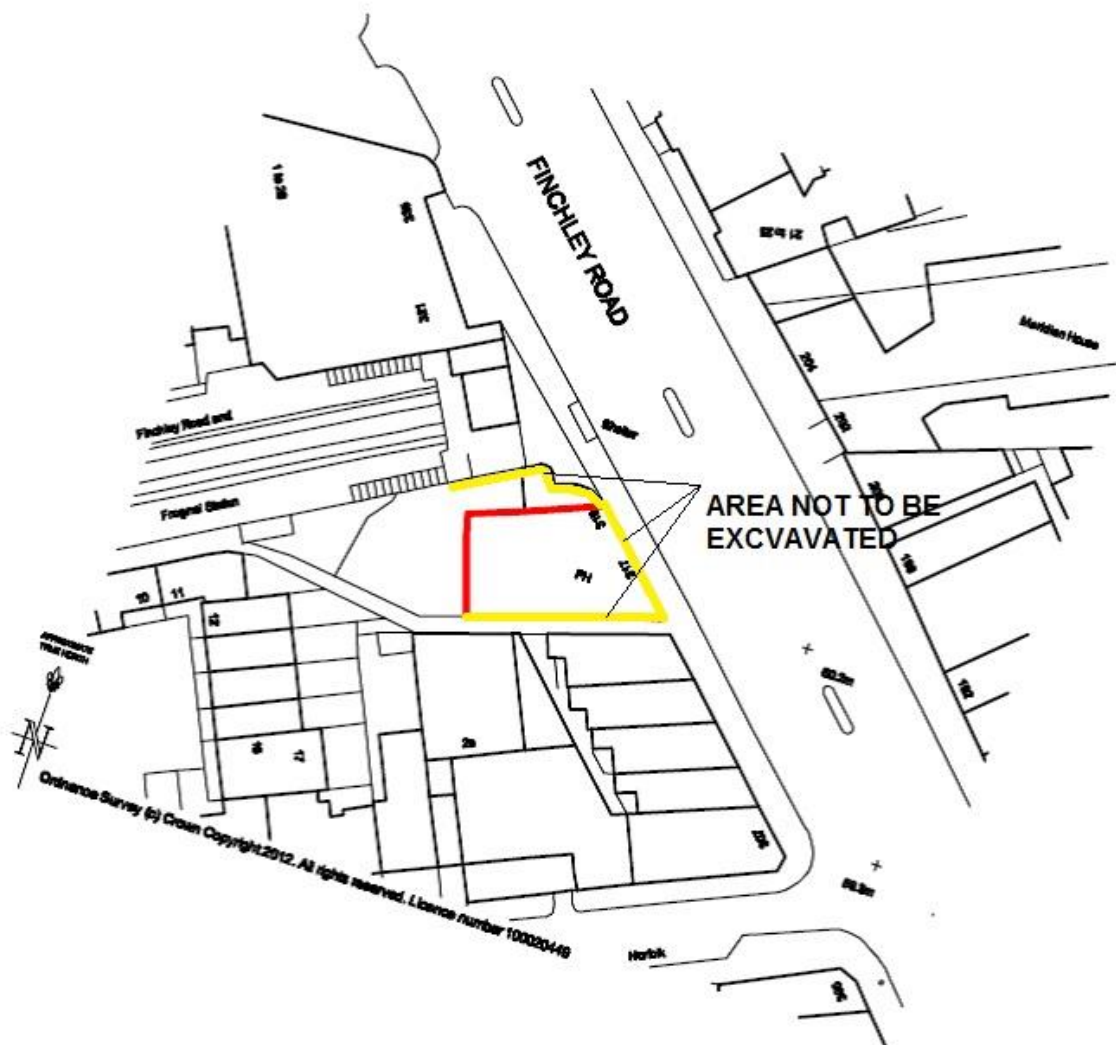
The below drawing shows the location of a PC concrete slab under the section referred as hand Demo Phase 3.



The slab under Phase 3 will be fully propped at 500 centimetres (unless advised to do so otherwise). A scaffold crash deck will be erected underneath allowing this to be used as a working platform as well. The slab will then be broken away using hand tools only.

Once all of the main hand demolition phases have been completed and it's safe to do so an excavator will be used to continue demolition down to ground level. This will be done in a systematic method from one end to the other. All these operations will be controlled by a banksman fully briefed in his duties. Debris arising from these works will be loaded into skips or tipper lorries and removed from site. At this stage no structures are to be removed below ground level. These areas are shown below but not limited to this and the site foreman is to monitor all works as they get to ground level.

Yellow line shows no dig area below ground level.



3.5 Removal of Concrete Slab

An excavator fitted with a hydraulic breaker will break the slabs and footings out excluding those within the areas shown in the diagram on page 25. This will also be removed from site. Once completed the site will be levelled, as practically possible ready for the client.

4.0 Completion

The site will be left in a cleared and tidy state prior to being handed back to the client.

This method statement remains the property of Shorts Group Ltd. And may be changed to take into account any unforeseen hazards that may arise during the works. Copies of any changes will be sent to the Planning supervisor for his approval.

.....
Author
Richard Harris
Demolition Operations Manager
Shorts Group Ltd.

Management Site hand over by
Signed.....
Position in shorts.....
Date.....

Received by.....
Signed.....
Position in Shorts.....
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Site hand over by

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Signed.....

Position in Shorts.....

Date.....



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Fax: 01344 624572

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www.shorts-group.co.uk

HEALTH & SAFETY INDUCTION

JOB TITLE:

Job Ref No.

We hereby certify that all persons listed below have been inducted on all issues connected to the site, which include site rules, method statements, control measures and emergency procedures.

No.	PRINT	SIGNED	CCDO / CSCS no.	DATE
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Foreman and Management notes