

**GOODY
DEMOLITION**

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METHOD STATEMENT

Dick Collins Hall,
Redhill Street, Camden, London, NW1 4DJ



1. Introduction

Within this Method Statement Goody Demolition Limited will illustrate how the designated structure will be demolished. Goody Demolition Limited will carry out the demolition works where the safety and welfare of all site personnel, general public and neighbouring occupants is paramount. Every effort will be made to ensure any disruption is minimised on and around the site. All demolition work will be carried out in accordance with relevant Codes of Practice and H.S.E. guidelines. The methods described herein are seen as the most appropriate for the works and are based on information available at the time of preparation. In the event of further information becoming available, changes in conditions, requirements or time scale, this document may need to be amended or developed with the agreement of the Client.

CLIENT	Lovell Partnership
SITE	Dick Collins Hall, Redhill Street, Camden, London, NW1 4DJ
COMMENCE	8 th March 2017
EXPECTED DURATION	5 – 6 weeks
DATE OF ASSESSMENT	01/03/2017
NAME OF ASSESSOR	Calum Hay
SIGNATURE OF ASSESSOR	
POSITION	Assistant Operations Manager
APPROVED BY	Gary Venner & Spencer Nichol

Prior to any works commencing on site the Client will have:

- Made arrangements for a temporary water supply for on site.
- Made arrangements for the termination or diversion of Services (Apart from water) (if required allow 12 weeks for disconnections – 6 weeks meters removal & 6 weeks termination).
- Given notification to the neighbouring properties
- Given notification to the local Fire Brigade.
- Notified a Goody Demolition Supervisor if there is a Permit System in place on the site (hot works etc) and if there are any out of bound areas.
- Checked the perimeter and placed warning signs up.
- Clearly marked the position of all Services. The client will supply a drawing showing the position of all Services live/dead.
- Erected fencing / hoarding to the designated areas, including erecting heras fencing panels around the live switch room structure to prevent inadvertent access and damage / injury. Hoarding line to be erected along public footpath by Lovell Partnership prior to Goody Demolition commencing works.

Prior to any works commencing on site Goody Demolition will have:

- Applied for the Section 81 Authorisation and provided a copy to all contractors / trades involved.
- Provided Heras / Fencing to create exclusion / drop zones etc. (If required)
- Produced the Method Statement and Risk Assessments for the demolition work stages of the project.
- The client's permissions, licences, permits. Consents must be signed and in place prior to the commencement of works.
- All relevant documents raised and prominently displayed. Documents include: Pre-Tender Health and Safety Plan, HSE F10 for Demolition, Drawings, Liability Insurance, Risk Assessments, COSHH Assessments, The Health and Safety at Work poster (June 2000), Booking in and out register and emergency telephone numbers.

What this plan will cover:

This plan will be used to outline the general principles to be adopted during and throughout the works, to minimise the impact of hazardous material removal and demolition of the surrounding areas. The following areas of management will be covered within this plan:

- Legislative requirements
- Operating hours
- Public & property protection
- Noise
- Dust Management
- Odour Control
- Storage of dangerous goods
- Storm water runoff / Water quality
- Waste Management & Recycling
- Management of hazardous materials
- Traffic & pedestrian management
- Service disconnections

Operating Hours

Monday to Friday: **08:00am – 18:00pm**
Saturdays (If Required): **08:00am – 13:00pm**

No work will occur outside of the hours nominated unless approval has been given by the authorities.
Deliveries of heavy machinery may be required out of the proposed hours of operation.

Protection of Public and Property

All works will be undertaken in accordance with the public protection measures as required in British Standard BS 6187:2000: Code of Practice for Demolition.

- Site is to be protected and closed off using Heras Palisade Fencing (HSG-151 compliant).

These public and property protection measures will be reviewed at the time of contract being awarded for the works, to ensure alignment with proposed preferred methodologies and sequencing developments and to ensure that the safety of the general public and neighbouring properties is maintained at all times.

Traffic Management

Entry / Exit to Site

The contractor will maintain safe and unobstructed access to adjacent properties to minimise any delays created by the works.

- The entrance to the site is located on Redhill Street.
- Plant access and egress is to be via Redhill Street.

2. Scope of Works

Goody Demolition will safely carry out the contracted works using the following methods (please go to section 7 Methodology for a more detailed method)

- Asbestos removal is to be carried out on site prior to demolition works commencing by a competent Subcontractor.
- Hoarding lines are to be set up along the public footpath by Lovell Partnership to protect the public during the demolition works.
- Set up exclusion zones, barriers and signage.
- Skips and Site welfare are to be set up within close proximity to the works.
- Carry out internal soft strip to the designated structures.
- Demolish designated structures using 360 excavator and attachments.]#
- Reduce the ramp wall to in level with the ramp to act as a retaining wall for the soil below.
 - Last bits of the wall will be reduced by hand.
- Break up slab and foundations.
- Carefully sort materials and place into skips for recycling.
- Clean site of all debris and complete hand over information.

3. Hazards Identified

We have carefully carried out an extensive survey of any hazardous issues which could cause harm to anyone within the areas of works.

General safety	See risk assessment no 000
Dust from the soft strip process	See risk assessment no 002
Noise	See risk assessment no 003
Soft strip	See risk assessment no 005 & 006
Materials falling from height	See risk assessment no 007, 019a & 033
Demolition close to buildings	See risk assessment no 008
Fires	See risk assessment no 011
Use of 360 Demolition Excavator	See risk assessment no 012
Hard Demolition	See risk assessment no 014
Site security	See risk assessment no 016
Services	See risk assessment no 017
Power Tools	See risk assessment no 018
Work at Height	See risk assessment no 019 & 019a
Site traffic	See risk assessment no 020 & 043
General risk of demolition operatives	See risk assessment no 033
Manual handling	See risk assessment no 034
Working near public	See risk assessment no 038
Refuelling on site	See risk assessment no 048
RPE	See risk assessment no 062
Safe Use of Quick-Hitches	See risk assessment no 064

We have covered these within our risk assessments which should be attached at the end of the Method Statement.

4. Environmental Information

Our site supervisor will carry out a weekly check of the environmental issues on the site via our environmental site weekly inspection report which a copy will be kept on site.

Noise & Dust will be our major concern, start and finish times will have to be regulated to cater for any surrounding public. Noise from machinery will also have to be kept to a minimum.

Dust – provisions will be in place by using a dust suppression unit, operators will be tasked with dampening down the areas of demolition by the use of hose pipes/fire hose pipe and a adjustable spray nozzle to control flow.

Site working hours: - 08:00 – 18:00 Weekdays.

Machine work not to commence before 08:00 due to neighbouring properties and subject to Restricted Times – to avoid contact / busy times.

Storage of Fuel / Possible Contamination

Goody Demolition Ltd will ensure that the fuel requirements for the plant will be placed in a designated refuelling area, the storage unit will be bunded and have a trigger nozzle to minimise the possibility of spillages, the appropriated spillage kits and a drip tray will be in place. If for any reason contamination of the ground/soil is caused we will immediately contact the client's agent, the post authority and the environmental agency to find an action which can be taken to relieve the immediate danger.

Parking of Contractors Vehicles

Parking of Goody Demolition Ltd & any other sub-contractors vehicles will be within the contract area away from the demolition works within an agreed designated area.

ROAD CONDITIONS

Delivery Restrictions

Articulated vehicles will be avoided where possible as there is insufficient room to manoeuvre this type of vehicle in and out of the site and also to reduce damage to the road surface as this road is in constant use.

Deliveries will be timed to minimise risk to users and lessen any inconvenience that might be caused.

All delivery drivers must sign in with our gate man.

Speed limit for deliveries on the access road will be 5mph.

Reversing and Slewing

Reversing will be avoided wherever possible. Access to the site will be controlled at all times and vehicles will be under the control of a competent person at all times. The driver will not be permitted to leave the vehicle unless adequate PPE is worn. Slewing of machines will only be permitted if the sub-contractor providing the machine also provides a full time banksman in attendance.

THERE WILL BE NO REVERSING ONTO THE PUBLIC HIGHWAY

'Hi-vis' Clothing

All individuals are to wear 'hi-vis' clothing, safety footwear, gloves and hard hat at all times, in accordance with the Lovell Partnership Site Rules.

SAFE USE OF VEHICLES ON SITE

Selection of Suitable Plant

Subcontractors will select suitable plant for the task in hand in accordance with the site conditions and ensure that it is in serviceable condition and regularly inspected.

Maintaining Critical Controls and Warning Devices

A daily plant inspection will be carried out and recorded on the 'Daily Plant Inspection Checklist' by the machine operator and copies must be made available to the Lovell Partnership Project Manager or Site Manager who will spot check weekly that this procedure is being followed.

Any vehicles not meeting the standards required will need to be immediately immobilised.

A weekly review to ensure that the Traffic Management Plan is up to date and is being complied with will be carried out by the Project Manager or Site Manager and these reviews will be recorded on the Weekly Traffic Plan Review Form.

Rollover Protection and Seatbelts are both mandatory at all times.

Consideration will be given to avoiding reversing wherever possible and ensuring that vehicles and pedestrians are separated at all times whether by means of physical barrier or control by a banks man.

Visibility and security of plant.

Flashing Warning lights must be switched on whenever the plant is in use and plant and vehicles must only be used on suitable ground and in adequate lighting conditions.

All plant and vehicles will have additional mirrors if necessary to ensure that 360-degree visibility is possible from the driver's seat. When not in use, plant or other vehicles must be secured and keys removed to prevent unauthorised use.

Emergency procedures

In the event of an emergency involving plant or vehicles, the operator or driver will need to make a member of the Lovell Partnership site management team aware as soon as possible.

In the event of an accident, an operator may need to call emergency services directly themselves by phoning 999 if it is felt appropriate; for instance to prevent any delay to professional medical assistance, but he or she must then also make a member of the Lovell Partnership management team aware as soon as possible thereafter.

VIBRATION & NOISE LEVELS

The contractor undertaking the Works will be expected to obtain licenses and approvals relating to noise in accordance with Section 61 of the Control of Pollution Act 1974.

Normal working hours are 08:00am to 18:00pm Monday to Friday however no noisy works will commence until 08:00am. No works shall be conducted outside of normal working hours unless the consent of the authorities have been given.

- Due to the nature of the works the plant we use will utilise noisy attachments & machinery.
- Goody Demolition will adopt measures to ensure that the hearing of our operatives, neighbouring properties occupants, pupils and the general public are taken in to consideration
- Will ensure that the operatives will use the appropriate personal protection equipment.
- On commencement of the demolition works we will carry out assessments and monitoring on the noise, vibration and dust be produced these will periodically carried out as the site proceeds if deemed necessary by an external monitor.
- We will carry out monitoring if deemed necessary as 'Advice on Vibration Building Damage to BS7385' demolition will occur adjacent buildings which might suffer structural damage as a consequence of our works, although this is unlikely to occur. If we believe that this may happen we will adhere to careful monitoring regimes which can show that vibration levels are within tolerance ranges and can alert the contractor when building damage criteria is likely to be exceeded.
- Our site supervisor will carry out daily and weekly environmental assessments and audits which will be assessed on a regular basis by our SHE auditor and on completion of the contract copies will be given to client.
- The slab and foundation will be removed by use of breaker attachments and vibration will be assessed whilst these works proceed.
- If deemed necessary we will deploy noise dampening barrier in conjunction with the existing provisions to lower the noise transferred from the site.

POLLUTION CONTROLS

- No vehicles or plant will be left idling unnecessarily.
- All vehicles and plant will be well maintained as maintenance schedule and will have daily checks completed to ensure that they are good working order.
- Should any emissions of dark smoke occur (except during start up) then the relevant machinery should be stopped immediately and any problem rectified before being used.
- Engines and exhaust systems should be regularly serviced according to manufacturer's recommendations and maintained to meet statutory limits/opacity tests.
- All vehicles will have the necessary MOT certificates if applicable.
- Vehicle exhausts should be directed away from the ground and positioned so they are not directed at site entrances.
- All plant will be located away from the boundaries close to residential areas.
- No fires will be allowed on site.

DUST CONTROLS

The generation of dust may require the Contractor to undertake assessments in respect of The Control of Substances Hazardous to Health Regulations 2002. In such circumstances the Contractor will be expected to comply with the exposure limits of the most recent HSE Document "EH40".

The Contractor undertaking the works will be expected to make provision for the reasonable prevention of dust generation. Provision for appropriate means of removing dust, such as water hoses should be made. Public roadways and footpaths shall be kept clear of mud and debris.

- We understand that the site is situated near a residential area which could greatly affected by dust contamination and Goody Demolition Ltd realises the implications and therefore the following precautions will be in place to negate the possibility of dust release.
- Dust controls will be in place by using a regulated fine water spray, the quantity of water will be controlled to prevent any flooding – dust is a major concern for the client on this site and it is our intention to ensure that all structures will be accessed by the supervisor prior to demolition to ensure all measures are in place. Demolition of the building should have minimal dust release whilst the demolition proceeds, but an operator will be attendance to operate a controlled flow of water on the area of operations to suppress the release of dust into the atmosphere.
- We will utilise the existing provisions on site to obtain water for the dust control.
- Wind speed and weather conditions will also be taken into account, we will determine the prevailing wind direction across the site using data from a nearby weather station to ensure that the controls are adequate.

RECYCLING

- Goody Demolition Ltd believes in recycling of all possible materials where possible and will endeavour to carry this out on all our demolition projects, this will carried out in a number of ways and this particular section will show the process we will adopt in order to achieve our objectives.
- Prior to commencement of works our management team will conduct a survey of the material on site and produce an estimated quantity of material to recycle / process.
- Unprocessed material - i.e. concrete, tarmac, aggregates, bricks and blocks will be separated into piles to either reused on site or take to another site for reuse (the recipient site must ensure that they have an Environmental Agency "Notice of an exempt activity" to use this material as under Waste Management Regulations).
- Plasterboard – This will be segregated from the other materials, deposited into a designated Gypsum Recycling skip and once filled removed from site to a licensed recycling centre.
- Timber - segregate from the other materials, deposited into a designated Timber Recycling skip and once filled removed from site to a licensed recycling centre which they will process material to be used as chipboard, fire brackets or compost.
- Metals – will be segregated and sent away to scrap merchants for recycling.
- All our operatives have attended and obtained NVQ in Waste Management and are fully qualified to carry out these tasks.

ODOUR CONTROL

In terms of demolition activity for the Site any odour problems related to our works will be at a minimal regardless. All plant and machinery is regularly serviced and checked for exhaust emissions.
Storm water gully pits will preferably be hand cleaned with shovels and collected debris bagged to minimise odour, and disposed of prior to any pipes being cleaned.

STORAGE OF DANGEROUS GOODS

It is likely that the works will involve the use of flammable fuels such as petrol, diesel, Oxy-acetylene, oils etc. Storage of such materials will be in a lockable compound with sufficient ventilation in accordance with the relevant codes of practice and Standards. COSHH Safety Data Sheets are to be provided on all hazardous or potentially harmful materials by the appointed contractor as part of the Health & Safety Plan.

5. Plant and Equipment

All plant and equipment will be examined for safety and any found to be defective will be repaired or replaced before work commences.

- Site Welfare.
- Hoarding / Heras Fencing.
- 360 Excavator and attachments.
- Hand tools.
- Skips/lorries.

The following will be carried out on a daily basis:-

- All areas will be inspected for any equipment or materials that may have been left behind that could cause a hazard.
- Permits will be signed off after each shift.
- All plant used will have a valid LOLER certificate and all power tools will have a valid PAT certificate.
- All skips removed from the site will be recorded by the site supervisor.

6. Personnel Involved

- All personnel on this site will attend a site induction carried out by Client prior to commencement of works.

CCDO Demolition Supervisor & CCDO Demolition Operatives (Operatives)

- All site operatives will hold a C.S.C.S. equivalent Health and Safety certificate.
- Plant operatives will also hold the correct certification to operate any machinery that is on site.
- Goody Demolition also operate a strict training regime which involves operatives having the correct tickets, or in training for, banks man, abrasive wheels, burning, first aid, HAV etc. The Supervisor holds a full First Aid at Work qualification and 2nd in command holds Emergency First Aid at Work both these will be present on site.
- All training certificates are held at the offices of Goody demolition.
- The copies of these tickets will be in the possession of the client's representative on site and are held until the demolition works are complete.

7. Method of Works

Site inspections with Main Clients Representative to ensure all Services are terminated.

Check for any unforeseen hazards and treat any found in the appropriate way.

On Site induction and demolition briefing carried out by Goody Supervisor.

If Heras fencing is not already in place, erect around the perimeter of the site and place demolition 'Keep Out' signs on fencing. Please note that this site has hoarding already in place and we will use the existing perimeter fencing already in place.

Ceilings	Removal of any suspended ceiling tiles, Plasterboard finishes, suspension systems, safety signage and light fittings. Demolition operatives will use podium/scaffold step ups to gain access to the ceilings. The ceilings will be taken down carefully with all debris being placed into skips situated near the works.
Wall Removal	Removal of non-load bearing walls, Plasterboard and partitions, cills, light fittings, and fixed shelving. The walls will be removed at a constant height around the structure by operatives using hand held tools working off step up scaffolds. All materials will be periodically removed from the working area using wheelbarrows through designated traffic routes, then sorted into type and placed within the correct skip for recycling. All brickwork / blockwork is to be recycled. Plasterboard must be separated from the partition studwork and take to a separate skip for recycling and timber to another.
Floors	Removal of all floor coverings including carpets, lino and timber effect flooring. Demolition operatives using mattocks & tile lifters will lift all floor coverings placing all debris directly into 20/40 yard skips.
Windows	We will carry out the removal of windows in the mechanical demolition operations.
Wet Rooms	Stripping out and removal of all fixtures and fittings including removal of units, sinks, toilets, baths / showers, cubicles and associated plumbing. Note: All services must be isolated and empty of contents prior to proceeding.
Electrical & Mechanical	Removal of all surface mounted electrical systems, mechanical services and pipe works. Note: Operatives will have the correct isolation paperwork in place before carrying out the removal of any services / systems.

Note: Lovell Partnership are going to erected a hoarding line around the structure on the pathways to ensure the public are safe and excluded from the working area whilst works are carried out.

Demolition of 7 Mill Rd



- Prior to demolition works commencing on site, all identified asbestos is to be removed by a competent asbestos removal company and then they will provide the appropriate paperwork once the task has been carried out.
- The area in which they are working will be designated as a drop-zone exclusion zone.
- The drop zone will be the area that the demolition debris is transferred from working height to ground level prior to loading away into skips.
- The exclusion zones will be clearly marked to prevent inadvertent access.
- The demolition Supervisor and banksman will control the access points.
- At no point will the structure be left unsafe whilst unattended.
- Gody Demolition will check that the client has issued the services disconnection paperwork prior to commencement.
- The machine will work into the structure from the one end to the other in a methodical manner.
- The supervisor will assess the demolition and will place a banksman at a designated point to ensure the safety of others when deemed necessary.
- The excavator will begin by carefully removing sections of the roof. Each section will be carefully removed from the structure and then lowered to ground level. The excavator will carefully work into the structure working from the top towards the bottom of the structure (ground level) in a safe and methodical manner. Debris from this process are to be sorted into type and stockpiled for recycling / crushing. As more of the roof structure is exposed during the demolition process, the excavator will also begin to reduce the walls of the structure. The excavator operator will be careful and utilize his training to ensure that the stability of the structure is not compromised. The operator will then repeat this step in a safe and methodical manner until the remainder of the structure has been successfully demolished.
- The excavator will continue to reduce the structure, reducing the walls and brickwork at a consistent height gradually working toward the ground. Periodic breaks will be taken during the demolition process to allow for the area to be cleared and to allow for all debris to be sorted into type and stockpiled for recycling. **Note:** The wall attached to the ramp of the building is to be reduced down to the top of the ramp to act as a retaining wall for the soil below (see image below). The excavator will leave a few layers of the brickwork to the wall, which will then be reduced by hand by the operatives to ensure the correct amount is removed and the integrity of the retaining wall isn't compromised. All debris from this process will again be sorted into type and stockpiled for recycling.
- This will then be repeated in a safe and methodical manner until the remainder of the structure has been safely and successfully demolished.
- Once the structure has been successfully demolished and all materials / debris have been cleared, the excavator will then prepare to break up the designated slab and foundations.
- The excavator will utilize its breaker attachment to break out the slab and foundations, see section below.
- Once all above steps have been completed, the area will be cleared and left safe and tidy for the client's inspection.



Breaking up of Slab & Foundations

- On completion of the demolition works a 360 degree demolition machine will use a breaker attachment to remove the remaining slabs and foundations.
- A certificate of termination should be available, but if not we will carry out a CAT scan of the site to identify the location of the services which will be marked out by spraying the slab with hi-viz spray. Breaking out the slab, foundations and car park will not be carried out until confirmation of the termination of services has been acquired.
- Once we have received confirmation of termination these remaining slabs will be broken up.
- These will be broken up and removed to a stock piled area ready to be recycled off site.
- Once these tasks have been carried out, the area will be cleared and left safe and tidy for the client's inspection

Waste Control and Recycling

All waste carriers licenses, delivery, collection, consignment notes, weighbridge tickets must be signed for and a copy sent to the site manager (when received).

- The Hazardous Waste (England and Wales) Regulations 2005
- The Lists of Wastes (England) Regulations 2005
- The Site Waste Management Plans Regulations 2005

The Contractor undertaking the works will be expected to allow for the appropriate disposal of all waste generated by the demolition process. The Contractor will also be expected to segregate all wastes into inert, non-inert, hazardous and non-hazardous to maximise reuse and recycling, whilst minimising contamination, exposure and disposal.

Site Guidance - Waste Transfer Notes

A waste transfer note (WTN) is a document which must be completed for each load of waste that leaves your site. The WTN must contain enough information about the waste to enable anyone coming into contact with it to handle it safely and either dispose of it or allow it to be recovered within the law.

You must describe the quantity and types of each different waste being transferred on the WTN, both in words and using the correct waste code number. Ensure that the description of the waste is accurate. See below for typical construction site European Waste Codes. A copy must be kept on site. If the material you are handling has hazardous properties, it may need to be dealt with as Hazardous Waste. Refer to your Site Manager.

The image shows a 'SERVICE TICKET/CONTROLLED WASTE TRANSFER NOTE' form. Key fields and their corresponding labels are:

- Date of transfer:** Points to the 'Date' field.
- Waste carrier's address:** Points to the 'Waste Carrier Name' and 'Address' fields.
- Site address:** Points to the 'Delivery Address' field.
- Waste description:** Points to the 'Special Comments' field.
- Waste code:** Points to the 'Waste Disposal Site Name/Address' field.
- Carrier's Registration number:** Points to the 'Reg No.' field.
- Vehicle Registration number:** Points to the 'Vehicle Reg. No.' field.
- Where the waste is going:** Points to the 'Waste Disposal Site Name/Address' field.

 The form also includes a table for waste disposal codes and a section for signatures and dates.

Typical European Waste Codes (EWC) for activities include:

EWC Code	Description	EWC Code	Description
17 01 01	Concrete	20 03 04	Septic tank sludge
17 01 02	Bricks	08 01 11*	Waste paint and varnish containing organic solvents or other DS
17 01 03	Tiles and ceramics	08 04 09*	Waste adhesives and sealants containing organic solvents or other DS
17 01 06*	Mixtures of, or separate fractions of concrete, bricks, tiles and ceramics containing dangerous substances (DS)	17 06 05*	Construction materials containing Asbestos
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06*	17 09 04	Mixed construction and demolition wastes
17 02 01	Wood	20 03 01	Mixed Municipal Waste
17 02 02	Glass	13 07 01*	Fuel oil and diesel
17 02 03	Plastic	13 07 02*	Petrol
17 03 01*	Bituminous mixtures containing coal tar	15 01 01	Paper and cardboard packaging
17 03 03*	Coal tar and tar products	15 01 02	Plastic packaging
17 04 07	Mixed metals	15 01 03	Wooden packaging
17 05 03*	Soil and stones contaminated with DS	15 01 06	Mixed packaging
17 05 04	Soil and stones other than those mentioned in 17 05 03*	16 06 01*	Lead batteries
17 08 02	Plasterboard	20 03 01	Canteen waste

Wastes marked with an asterisk* represent hazardous wastes that must be accompanied by a consignment note. They need to be dealt with in accordance with SM-WI-30-09.

8. Briefing Arrangements

All site operatives will attend an induction course prior to commencing work on site.

Part of the induction process will to ensure that the operatives are aware of the Method Statement with the associated Risk and COSHH Assessments of the task, location of hazardous materials and out of area zones etc.

All instructions will be approved by the supervisor involved with the works and experienced in the processes involved.

The supervisor will carry out daily Tool Box Talks, which will be recorded.

Copies of the Company Health & Safety Policy along with working arrangements are issued to all employees on appointment. A

Master set of H&S documents are held by each gang foreman as a site file.

Each contract is subject to a detailed method statement and risk assessment process as indicated earlier. This information is handed to the site personnel during the site induction / briefing process.

In addition, each employee is issued with a set of Employee Rules. The content and application of these Rules are explained at the time of issue. These Rules form the basis of safe working practices and include a range of issues such as actions to be taken if asbestos or similar hazardous material is found during the demolition works.

Each employee is encouraged to give feedback on any health and safety issue and managers are required to consider the matters raised and consult with the employee.

Monitoring is partly carried out as part of the routine line management function on any contract. Each site manager / supervisor / foreman has to complete a daily / weekly inspection Form HSDG02 to confirm the safety arrangements on site are satisfactory.

Important Documents

The Method Statement and Risk Assessments, Plan of works, HSE F10 for Demolition, Drawings, Liability Insurance, COSHH Assessments, Booking in and out register and emergency telephone numbers, The 2000 Health and Safety at Work poster will be prominently displayed and duly completed by Goody Demolition Limited.

9. Safety of Contractors Staff

All site personnel will be issued with the following personal protective equipment

Hard Hats	EN 397:2012+A1:2012
Noise Protection (Earmuffs)	EN 352-3:2002
Protection Footwear	EN ISO 13287:2007
Ear Plugs – minimum SNR value of 23	EN352-1; 1993
Gloves	EN 420:2003+A1:2009
Gloves (Alternative types issued for specific tasks, I.e. Anti-Vibration)	EN ISO 10819:1996, Cut Resistant Gloves EN 14328:2005,
Welder Gauntlets	EN 388:2003
Eye Protection	EN 168:2001
Face Filter Masks/Gas cutting RPE	EN 149:2001+A1:2009 (P3)
Dark glasses for grinder or burning	EN 169:2002
High Visibility Clothing	EN 471:2003+A1:2007
Safety Harnesses as required (Certificated).	EN 361:2002
Disposable suits	CE Type 5 & 6 EN 1149-1:2006
Fire resistant overalls for burners	EN ISO 11612:2008
Anti-Static Overalls	EN531, EN470-1
Weather proof coats/jackets/trousers	BSEN471 - 3 2003+A1:2007

All staff will be fully trained for the work they are expected to carry out.

Our health and safety advisor H&K Safety Services will carry out a weekly site safety audit to ensure all aspects of our health and safety policy are being adhered to, copies of these reports will be given to the site supervisor.

Site Welfare

Site secure containers will be on site to store any tools and equipment.

The extent of these facilities will complement the number of site operatives.

Personnel hygiene must be maintained during the works.

It will be impressed on the demolition operatives that the site has a non-smoking policy except in designated areas.

Demolition operatives are certificated in First Aid and carry First Aid equipment and basic welfare facilities (i.e. water, cleaning fluid, wipes etc.) in their vehicles.

Housekeeping

Site welfare facilities will be kept clean and clear of debris or other obstructions at all times to avoid slips, trips and falls.

10. Communication and Liaison

Before commencing any work there will be a meeting with all staff who works upon the site to explain what work we are carrying out and what health & safety they should observe while the works are being carried out. This meeting will be arranged between your manager and our contracts director.

The site supervisor will record any variations or incidents ensuring that all the appropriate parties are informed firstly verbally and then in writing if necessary.

If there are any health and safety issues the work must stop immediately and inform both our contracts director and health and safety advisor to arrange a site visit with the client to rectify the issue.

All other contractual information will be handled by Goody Demolition office and the client's representative on site.

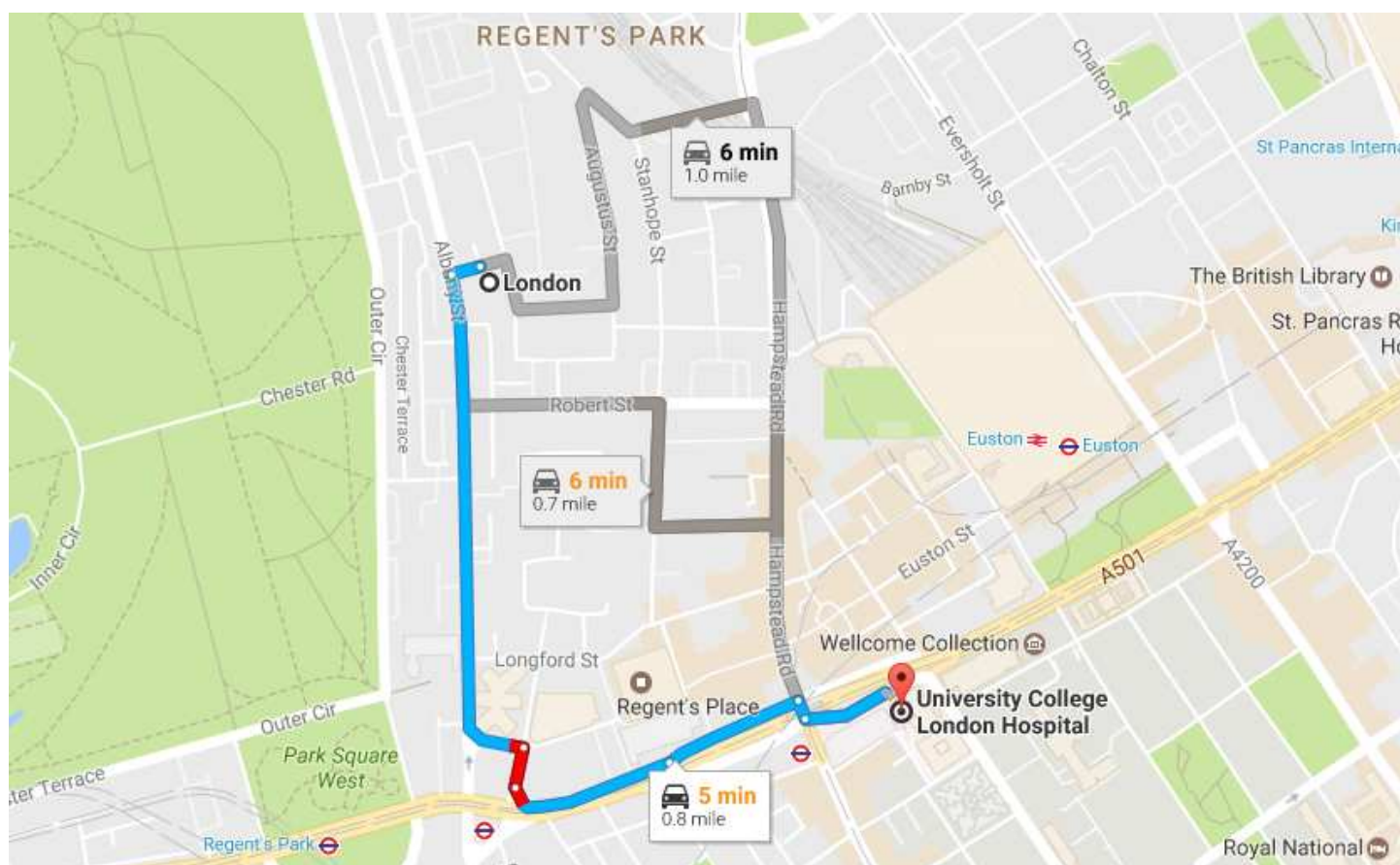
11. Emergency Plans

A suitable means of sounding the alarm will be provided e.g. air horn or other device. All site personnel will evacuate to a designated fire assembly point in an emergency. Goody Demolition will be shown where the fire routes and assembly points through an induction with the client's construction phase and emergency plans. Prior to any demolition commencing On Site Induction will be given by Goody Supervisor. The site will be fully inspected, the sequence of work explained, and a sufficient number of escape routes from the building clearly specified and shown to the crew as shown on fire risk assessment. All Goody personnel on site will be made conversant with these procedures. A mobile phone and first aid kit will be available at all times.

Below are the contact details for the nearest A&E hospital:

University College Hospital, 235 Euston Road, London, NW1 2BU

Telephone: 020 3456 7890



Unplanned Collapse

If an unplanned collapse occurs the following steps will be carried out:

- Stop all works.
- Do a site check to ensure all personnel are safe and accounted for.
- Report any injuries and call emergency services (if required).
- Close off whole area.
- Assess and report potential incident.
- Get structural engineer in (if required).
- Proceed with works if area is deemed safe to work.

Emergency Procedures - Spill Response

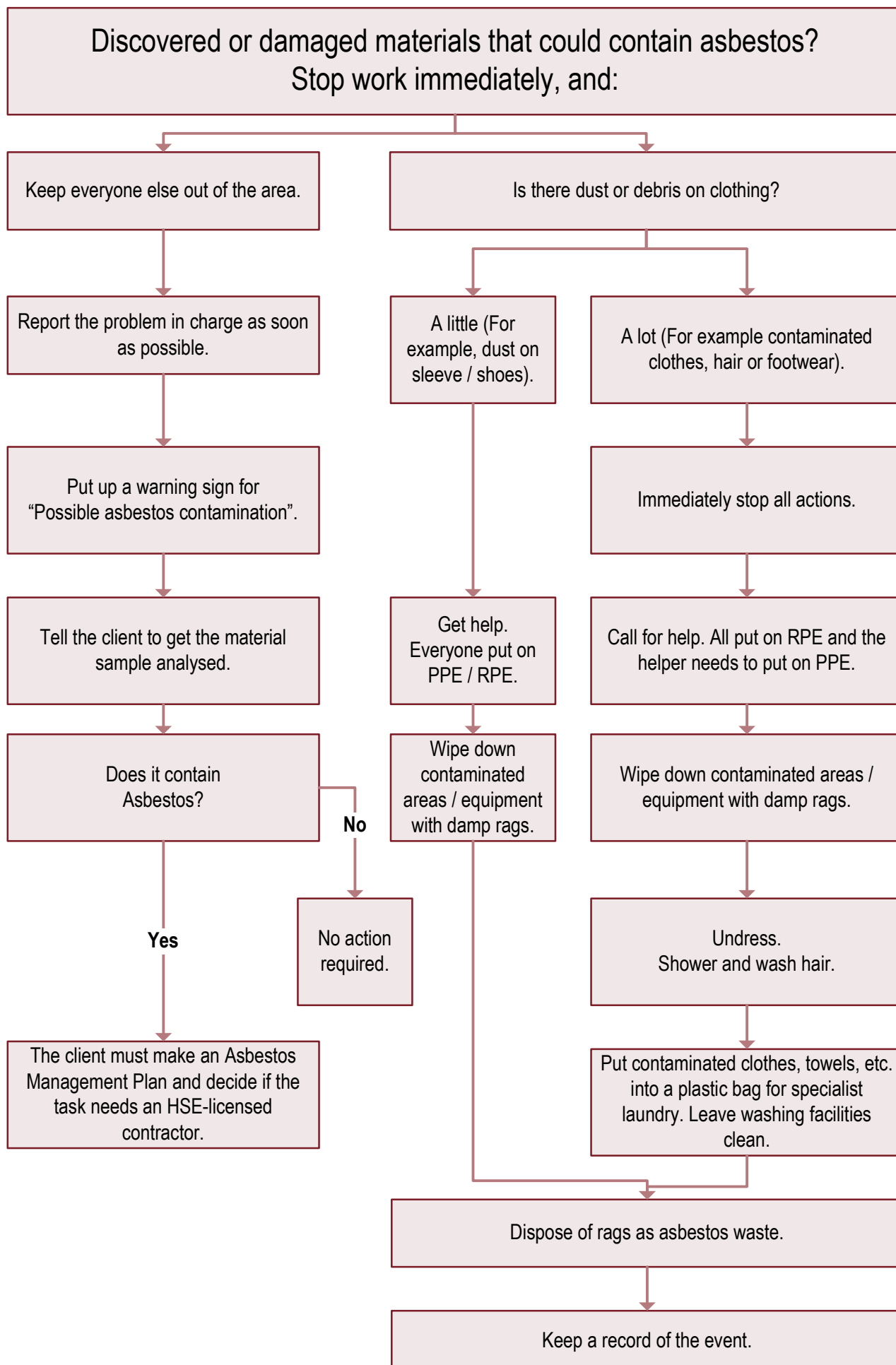
- Conduct clean-ups of any fuel spills immediately after discovery.
- Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up.
- Collected waste is to be disposed of properly.
- Contact the office who will contact the Environmental Agency to inform them of any incidents.

Emergency Procedures – Discovery of Potential Asbestos

Emergency procedures in event of finding or inadvertently disturbing any potential non-notifiable / notifiable asbestos – All operatives will be issued and carry paper overalls cat 5/6 and a type P3 Dust mask.

In this event the following procedure will be followed even if we are not sure what the material is:-

- Stop this work immediately.
- Follow the chart on next page or do a risk assessment to decide who must do the work -you may need a licensed contractor.
- Minimise the spread of contamination to other areas.
- Keep exposures as low as you can.
- Clean up the contamination (Use licensed Asbestos Removal Company – phone office Spencer Nichol 01304 840126 or direct Ben Ives 07712 089801)



12. Supporting Information

Our site supervisor has been issued with a HSE guidelines document – Manual Handling a short guide, in order to maintain our high standards of health and safety.

All works will be carried out in a safe and methodical manner.

Goody Demolition will liaise with the Clients staff when and if required.

If the sequence of work changes, the demolition supervisors will liaise with the Client and any Health & Safety Consultants involved with this project.

Supervision

Site Supervisor –	TBC
Company Management –	Mr Gary Venner (Contracts Director)
P.A. –	Mrs S Hills
Office Telephone –	01304-840126
Out of Hours –	07802-433773
Site Mobile –	07703 744858

Health and Safety Consultants

H&K Safety Services Ltd –	Kevan Ford tel: 07795 820364
SGR Consultancy Services Ltd –	Steve Rowe tel: 01622 686622
HSE – Health & Safety Executives –	Ashford office tel: 01233 634827

c.c. – Lovell Partnership,
Site Supervisor,
Operatives and file.