

# Demolition Plan

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**71, Avenue Road  
London  
NW8 6HP**

**14 APRIL 2022**

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**Revision A**

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**House in reasonable condition**





71 AVENUE ROAD, LONDON, NW8 6HP

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## 1. PROJECT DETAILS

### 1.1. LOCATION AND DESCRIPTION OF THE PROJECT

The project described in this document is made up of a 2-storey detached residential block with a separate block of single storage garage. The proposed works is to demolish the existing residential building to construct a new 4 storey house including with basement. The site is located within a mainly residential area in the London Borough of Camden. This Demolition Management Plan has been designed by Adkins Consultants to provide the necessary methodologies and procedures for the demolition of existing buildings and structures that made up the residential dwellings in 71 Avenue Road, London, NW8 6HP. The intent of this demolition management plan is to create an overarching document that details how the physical works required to meet the specifications will be managed and delivered. This report is prepared in-accordance with 2015 CDM Regulations which outlines the criteria and requirement of a demolition plan.

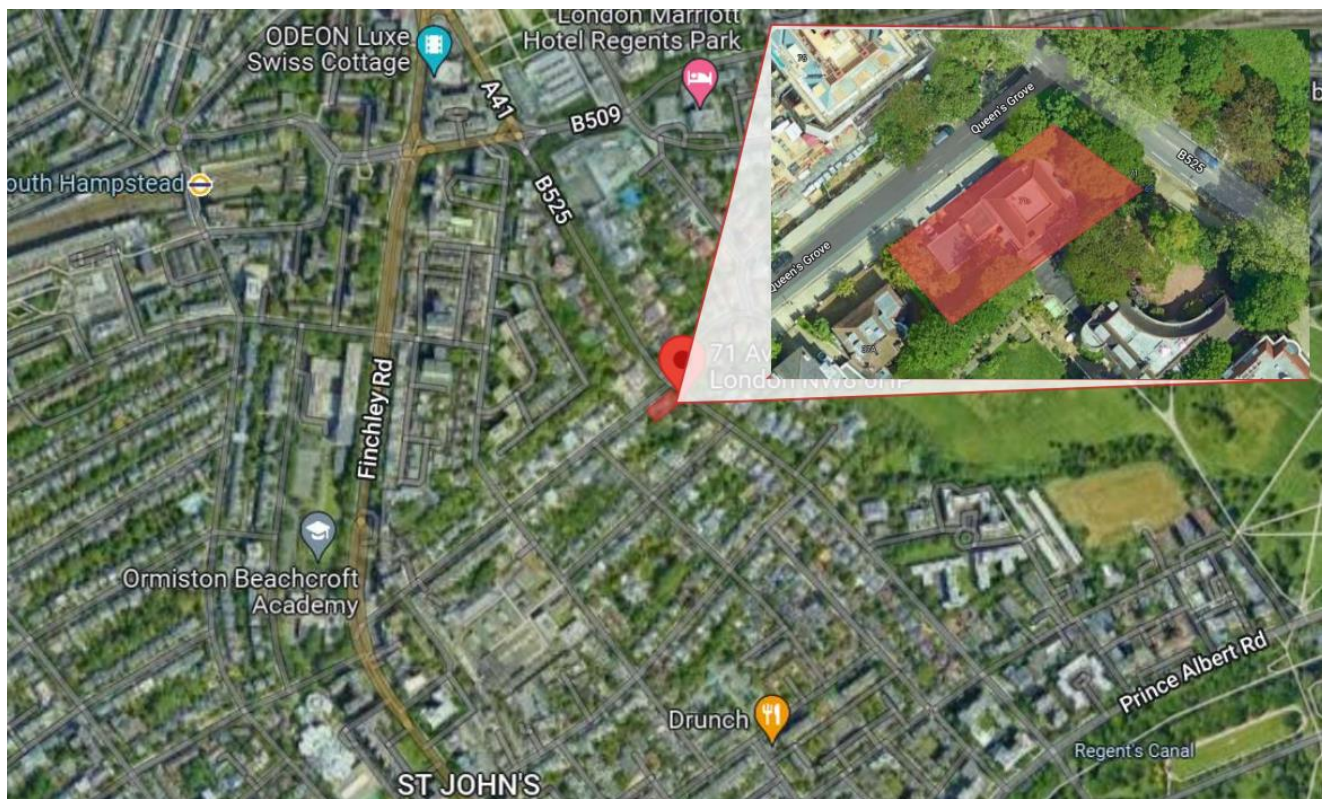


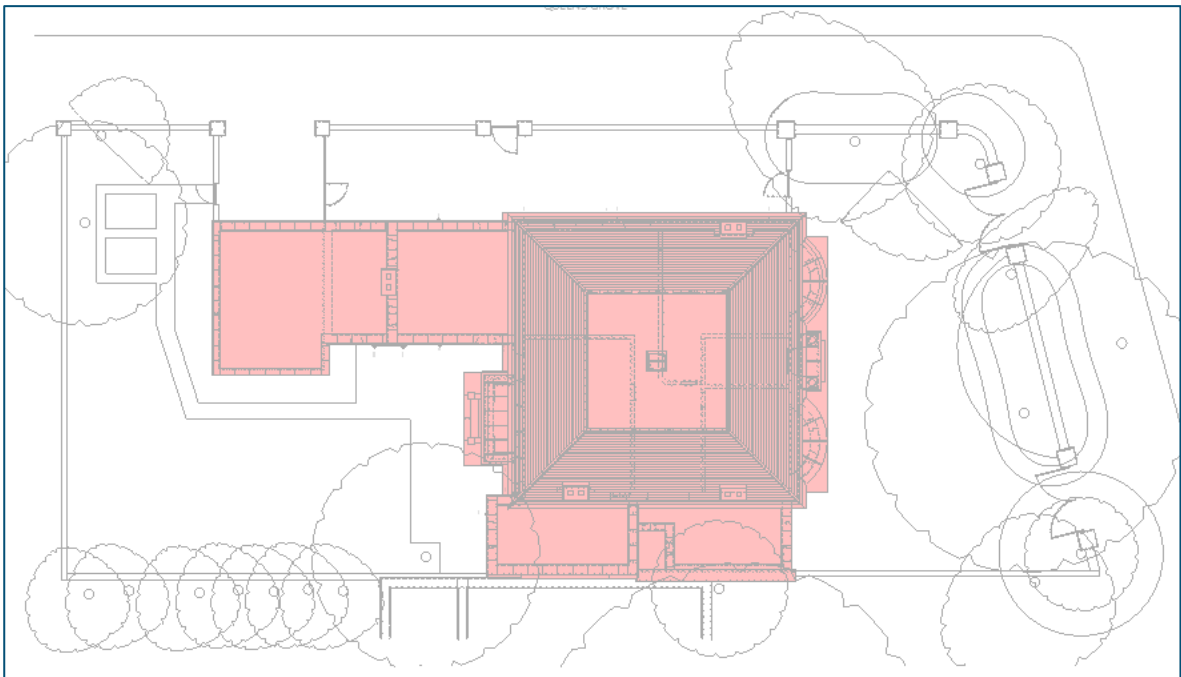
Figure 1. Location Plan of the Property (Source: Google Maps)

## 1.2. SCOPE OF WORKS

The scope and sequence of works is listed below. This sequence has been chosen as it has been identified to be the most efficient. Each item will be specifically referred to in the methodology section.

- i. Site Survey
- ii. Disconnection of services
- iii. Soft strip
- iv. Scaffolding erection
- v. Demolition of structure
- vi. Removal of all ground slabs and foundations
- vii. Crushing all concrete & masonry
- viii. Leave the site clean and tidy for construction phase of the project

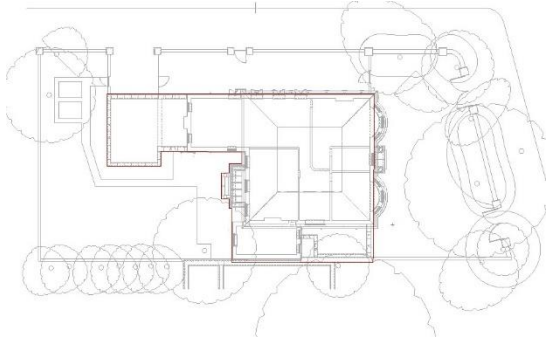
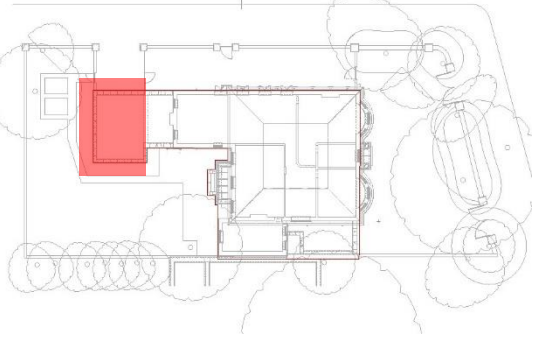
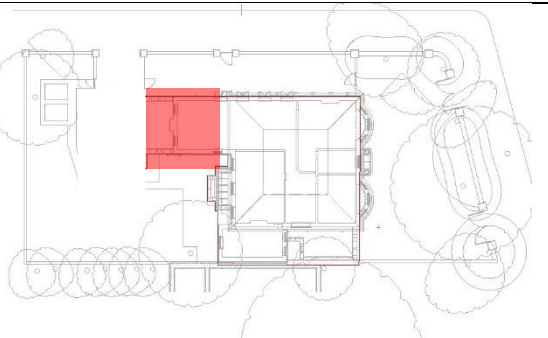
Should the scope of works change, or the sequence be altered, this document will be updated and inducted to all involved.

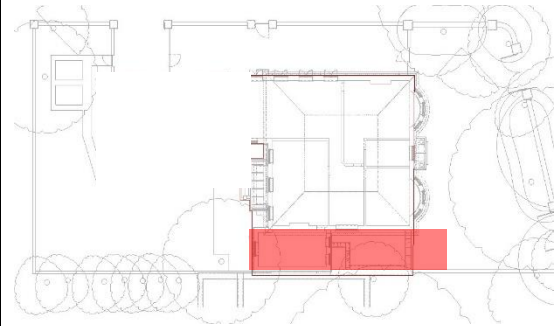
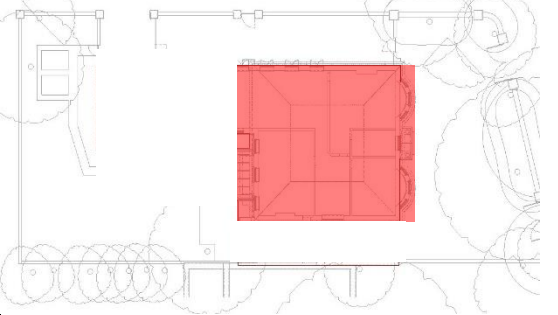
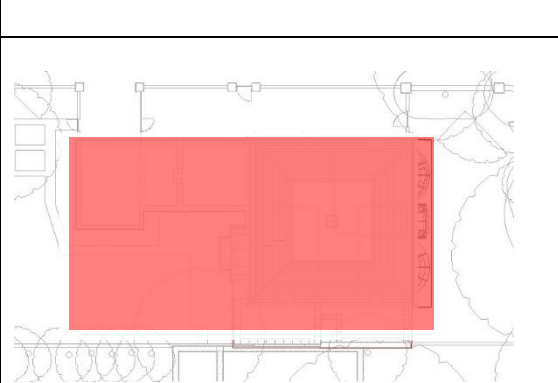


*Figure 2. Demolition zone showing existing building outline*

## 1.3. DETAILED SCOPE OF WORKS

It is proposed to demolish the 71 Avenue Road property to allow construction of new building with basement. A summary of the scope of works is listed below. Please refer to Schedule of Works table below for detailed tasks for each structure. Controlled demolition method should be followed with the demolition sequence presented below.

| Demolition Method/ Sequence |                                         |                                                                                                                                                             |                                                                                      |
|-----------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Work Number                 | Building/ Structure                     | Description of works.                                                                                                                                       | Photos/Drawing                                                                       |
| 1                           | Site wide                               | Prior to any demolition works service disconnection will take place. Once mobilized, the contractor will ensure that the utility services are disconnected. | <i>Please refer to CDM plan</i>                                                      |
| 2                           | Site wide                               | Hazardous materials removal                                                                                                                                 | <i>Please refer to HSE Demolition criteria</i>                                       |
| 3                           | Soft Strip                              | Removal of non-load bearing construction materials such as plasterboards, drainage pipes, decorative materials, tiles etc.                                  |   |
| 4                           | Removal of Garage                       | The garage area marked in red to be removed by demolition excavator.                                                                                        |  |
| 5                           | Removal of two storey structure at rear | Flat roof, first floor and ground floor to be demolished and removed in sequence from top to down.                                                          |  |

|   |                                    |                                                                                                                                                              |                                                                                     |
|---|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 6 | Removal of 2 storey side structure | The area marked in red shows the demolition area for the two-storey side structure. This will prevent danger of collapse of structure to adjoining property. |   |
| 7 | Removal of core building           | Removal of the core building following top-down approach.                                                                                                    |   |
| 8 | Removal of Foundation              | The area marked in red shows the excavation of foundation of the structure.                                                                                  |  |

## 2. PRECONSTRUCTION INFORMATION

All information listed below shall be completed before starting the demolition phase.

- Noise and vibration impact assessment
- Local services provider for utility services provided to the property
- Ground investigation report
- Transport Assessment
- Asbestos survey
- UXO Survey
- Demolition Planning permission from Camden London Borough Council
- HSE F10 Notification



### 3. PRELIMINARY DEMOLITION ACTIVITIES

An investigation of the site should be completed with the following key points noted:

- The location of surface/foul water lines to be identified and to have sediment controls put in place.
- Asbestos to be identified in various locations throughout the site.
- The location of adjacent roadways and operational areas should be clearly defined.

### 4. UNDERGROUND SERVICES ISOLATION

Prior to demolition, utility survey to be carried out to ensure the lines are not damaged during demolition or excavation for the proposed foundation. It is important to identify such utilities and enlist them accordingly. Electrical and Gas supply pipes need to be located prior any digging and excavation works. Permit to dig must be included in safe system of works. Sub-contractors to be responsible for disconnection of services.

#### 4.1. EXISTING SURFACE/FOUL WATER OR MANHOLES

It is important to request asset records from Thames Water Property Searches showing the types and number of apparatuses in the vicinity of your proposed demolition site. It is important to physically identify the location and depth of the apparatuses. The accuracy of the position or depth of any apparatus on asset record plans cannot be guaranteed. All demolition operation must be controlled to ensure that the minimum of vibration is transmitted to the pipe. Ground movement analysis shall be undertaken to determine the potential ground movement to occur and the resulting strains, joint rotations, and joint pull-out. The analysis should include profiles of the pipe movements, strains, and joint rotations within the zone of influence of the demolition works.

#### 4.2. Electrical Services

Power connection to the site amenities will remain in live, electricity to site amenities will be disconnected upon all demolition work has completed. The final power isolation will be carried out by level 1 subcontractor to disconnect the power from the substation. Isolation of power will be tested upon completion of the work and a Certificate of Electrical Compliance and Notification of Service Work will be provided.

#### 4.3. Other Services

Gas, cable, broadband etc. services must be liaised to isolate the property during demolition of the construction.

## 5. SITE ORGANISATION

### 5.1. DEMOLITION CONTROL ZONE

The perimeter of the defined demolition zone will be barricaded with hoarding barrier and signposted to prevent unauthorised access. Access points will be established and only worker(s) who have been site inducted with the authority of the Project Manager may enter these zones. Temporary works contractors to be liaised for the temporary works proposal.

### 5.2. PERIMETER FENCING

The site will be secured with the existing site boundary. Site entrance will be through the main site access gate (gate 1) via Avenue Road. The main entrance gate will be locked or manned when truck movements are underway. Demolition exclusion zone will be limited to perimeter barrier. Debris netting must be provided as shown in Figure x.



*Figure 3. Perimeter Barrier and Debris Netting Plan (Source: Google Maps)*

### 5.3. BARRICADE AND SIGNS

As the work progress, different work areas will be barricaded and signposted to define the area and prevent access. Any hazardous material identified will also be barricaded and signposted.

## 6. MATERIALS PROCESSING AND STOCKPILE AREAS

Scrap steel resulting from the demolition of buildings will be segregated from the rest of the debris and processed for safe loading and recycling. Materials (concrete and bricks, etc.) will be locally stockpiled per task within proximity of its origin, but allowing for safe processing, segregation and loadout works as to avoid disruption of demolition progress. As the site is densely populated, stockpiling of material will be managed as the works progress and loadout of materials will be ongoing throughout the project. These areas will be identified in a work specific Work Method Statement (WMS) from contractor and are

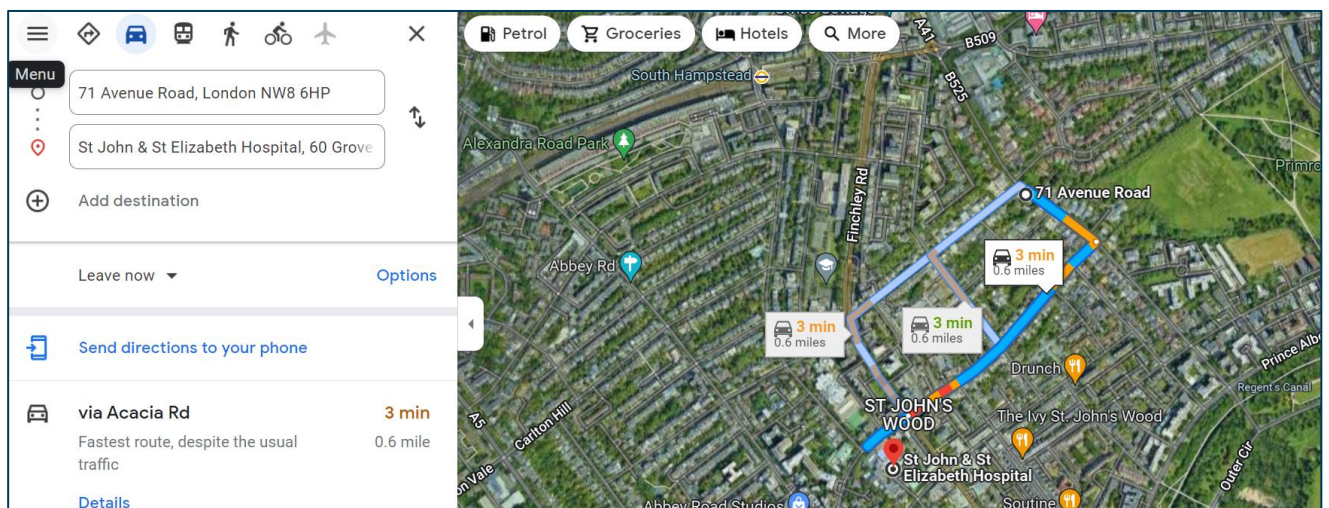
subject to approval from the Project Manager.

## 7. SKIP BIN(S) FOR STORAGE OF ASBESTOS MATERIAL

A designated area will be identified prior to asbestos removal works being (if) undertaken. This will be addressed in the Asbestos Removal Control Plan and specific WMS by Asbestos removal contractor. The skip bin(s) will be covered with tarpaulin when not in use. All asbestos materials will be contained within the bin(s) by approved methods to prevent migration.

## 8. FIRST AID

A certified First Aid worker(s) shall be on site full time during the works to administer First Aid in the event of an incident and to participate in any emergency evacuation drill. During major incidents, the injured person must be evacuated to St John's Wood hospital which is 3-minute drive away from the site location. Best routes should be updated on daily site safety order.



*Figure 4. Nearest hospital to site (Source: Google Maps)*

## 9. SITE AMENITIES

The contractor may continue to use the existing site amenities for the duration of the demolition work. Close to the completion of the works, these facilities will need to be demolished, temporary facilities will be established to accommodate the remaining crew for the final period on site.

## 10. DEMOLITION METHODOLOGIES

Following is the general information surrounding the development of the site-specific Work Method Statements (WMS's) which are prepared under separate covers and detail the steps required to safely undertake the task. The specific work method statements will include those outlined in the following sections; however, it is noted further method statements may be developed as new task arise due to likelihood of unexpected finds.

## 10.1. DEMOLITION SEQUENCING

The general staging and sequencing of the works is outlined below (refer to project delivery program):

- Site Establishment (Setup work zone, Establish amenities)
- Service disconnection.
- Develop general Work Method Statements and Job Hazard Analysis. Dynamic risk assessment must be performed.
- Removal of hazardous materials in buildings.
- Soft strip works.
- Demolish garage, reduce chimney stacks to avoid uncontrolled collapse, demolish side structures of core buildings preventing uncontrolled wall panel collapse and remove core building structure. All demolition to be top-down approach following controlled demolition method. Demolish the foundation structures of building.
- Process scrap metals, brick, concrete and GSW (general solid waste) in the designated processing areas
- Progressive material segregation, processing, and loadout
- Tidy demolition areas.

## 10.2. GENERAL DEMOLITION METHODS

The structures will be demolished using suitable Demolition excavators. Some works will also require the use of one or more mobile hydraulic cranes, concrete cutting machinery and oxy-cutting will also be used on site. Lastly to gain access at height workers will make primarily of EWP and in some cases scaffolding.

Steel structures will be brought to the ground by crane lifting and induce collapse in some cases. Once on the ground, Demolition Excavators will be systematically shearing the structures to a manageable scrap size for loadout.

The main concrete structure will be systematically demolished to the ground in a safe and controlled manner using a variety of sequenced activities and segregating and clearing of materials will be done concurrently.

## 11. MAJOR PLANT & EQUIPMENT

Following is a list of the proposed plant & equipment to be used for the works:



- Demolition Excavator with, bucket, grabs, Concrete Cracker and Hydraulic Hammer
- Demolition Excavator with shear, hammer, bucket, and grab attachments as required.
- Mobile Hydraulic Crane of suitable size as determined by the lift study
- Telehandler.
- Various light vehicles
- Haulage truck for waste disposal.
- Dust suppression fan

## 12. KEY HEALTH AND SAFETY ISSUES

### 12.1. FALLS FROM HEIGHT

Risk of falling from height in the demolition phase is high. Workers could fall from edges, openings, fragile surfaces, and partially demolished floors. Safe system of works must be applied to reduce the risk exposed to workers health and safety. Temporary works must be put in place prior any demolition works is carried out. Method of statements must be produced before assessing work at height. Safe access to working platforms and roofs must be identified. Partially demolished or fragile surfaces must be clearly marked during the demolition phase. Only competent personnel should use the equipment and machines for demolition of structure. Collective control measure such as netting fall protection netting should be placed during lifetime of demolition phase.

### 12.2. INJURY FROM FALLING MATERIALS

Controlled demolition method is recommended for the demolition of the property. No explosives will be used to deconstruct any structural and non-structural parts of the building. Risks to health and safety of workers and public from flying debris is not diminished. Therefore, Debris catchment netting should be used around the structure. Perimeter barrier should be utilized as an exclusion zone during demolition.

### 12.3. UNCONTROLLED COLLAPSE

Site structural survey conducted by Adkins has identified that the structure is traditional construction with exterior brick facing. Uncontrolled collapse could occur if structure is demolished disproportionately. Care must be taken while demolishing the structure on Northeast of the property where adjoining property is existing. It is advised that the Garage and side extended structure are demolished initially leaving buttresses intact to original building. Top-Down demolition approach shall be taken to demolish the original building structure.

#### 12.4. RISKS FROM CONNECTED SERVICES

Gas, electricity, water, and telecommunications services need to be isolated or disconnected before demolition work begins. Clear marking must be done to locate these services.

#### 12.5. TRAFFIC MANAGEMENT

Site has two entrances one from Queen's Grove and another from Avenue Road. Due to presence of tree at entrance from Avenue Road, it is not suitable for large vehicle due to risk of collision to trees. One way traffic system cannot be achieved due to its small area. Path within the property boundary is located adjacent to Queen's Avenue Road. This path is not recommended to be used as a vehicle route due to presence of crushing risk to workers. Therefore, it is advised to use this private path only as a walkway for workers. After demolition of garage, rear garden of the property can be used for storage purposes and use of machinery equipment if ground condition is suitable. It is advised that north entrance to be used as a worker's entrance and exits whereas southwest entrance to be used as vehicle entrance. This approach will can enhance separation of pedestrians and vehicles.

#### 12.6. HAZARDOUS MATERIALS & SUBSTANCES

Site should be inspected prior to demolition works and all hazmat removal works will be conducted following establishment on site. All residues, hazardous substances or any other contaminants discovered during the demolition processes will be removed in accordance with statutory requirements and specific Work Method Statements will be developed by the contractor for their removal. Disposal of these materials will occur at a licensed facility and can be tracked by UK-wide Waste Tracking System if it to cover the site. This law was implemented recently (22/01/2022). Please refer to UK Waste Removal Plan for more detailed process and information.

#### 12.7. NOISE, DUST & VIBRATION CONTROL

Noise and vibration control measures will be consistent with measures outlined in the Basement Impact Assessment. Section 61 Noise and Vibration assessment for the levels of is recommended prior start of works. Noise, Dust and Vibration monitoring contractor should be allocated for the project to limit excessive exposure of dust, noise and vibration in surrounding and workplace.

#### 12.8. FIRE AND EMERGENCY PROCEDURE

CDM 2015 regulations and the Regulatory Reform (Fire Safety) Order 2005 should be practiced on the site. A fire and emergency evacuation training must be included in site induction training to all staffs and visitors. Fire safety officer must be present during demolition phase of the project. Fire spread control

measures such as extinguishers should be located as per recommendation of fire safety officer. All persons qualified in First Aid must be contained in the emergency plan. Nearest fire station is located as Euston Fire Station and Kentish Town Fire Station. Source of ignition shall be controlled within the site. Disconnection of electrical services before demolition and avoidance of naked flames of all kinds within site boundary should be implemented. Site should be maintained in good condition to avoid stockpiling of potential fuel sources for fire spread. Wastes from demolition must be in skip and remain covered. Flammable fuel sources should be contained in containers and effective segregation should be practiced. HSE guidance listed below shall be followed.

- Carry out a fire safety risk assessment
- Keep sources of ignition and flammable substances apart
- Avoid accidental fires
- Always ensure good housekeeping
- Consider how to detect fires and how to warn people quickly if they start
- Have the correct fire-fighting equipment for putting a fire out quickly
- Keep fire always exits and escape routes clearly marked and unobstructed
- Ensure your workers receive appropriate training on procedures they need to follow, including fire drills
- Review and update your risk assessment regularly



*Figure 5. Fire Evacuation Plan (Source: Google Maps)*

## 12.9. WORKER INVOLVEMENT

It is advised to project stakeholders to involve workers in planning and implementing health and safety during the project lime time. Method of statements from sub-contractors should be provided before the daily work progress.

## 13. ON-SITE PROCESSING

On-site processing of steel entails the use of cold cutting techniques by use of a hydraulic shear attachment on an excavator. On-site processing of concrete entails the use of a combination of hydraulic hammer, concrete cracker, and mechanical pulverize to process the concrete to a manageable size for off-site disposal. Brick materials will be segregated.

## 14. RECYCLING

In the case of steel, all ferrous and non-ferrous materials, concrete, brick, green waste will be transported offsite for recycling at relevant licensed facilities.

## 15. TRANSPORTATION AND TRACKING

In the case of steel, all ferrous and non-ferrous materials, concrete, brick, and green waste, will be transported offsite for recycling. These materials will be transported by semi-tipper trucks which will be organised by the company's preferred contractor. All hazardous waste including special waste (asbestos) will be transported off-site to a licensed disposal and/or recycling facility, by licensed



contractors. General demolition waste will be loaded into semi-tippers or truck & trailers and transported to a licensed offsite disposal facility. Please refer to Traffic and Waste Management on site for more details.

## 16. ENVIRONMENTAL RISK CONTROL

Dust, odour, vapour and gasses must be controlled in accordance with legislation, site-specific requirements as set by the local regulatory authorities and current good practice.

## 17. DEMOLITION RISK ASSESSMENT WORKSHOP

A Risk Assessment for Demolition Work will be undertaken prior to work commencing to identify the high-level Safety and Environmental risks that are likely to be encountered during the works. The site team undertaking the this will include, but not limited to, the following:

- Project Manager
- Site Supervisor
- HSEQ Officer
- Workers

## 18. DAILY CHECK ITEMS

### ***Before Commencing Work:***

- All openings and elevated free edges are properly guarded.
- All fire and safety services are operational where required and other services not required have been safely disconnected.
- Any hazardous substances have been removed and correctly disposed of.
- Lines of communication to the supervisor(s) are clear and operational.
- All emergency access routes are clear of debris and clearly marked.

### ***Before Leaving Site:***

- All partly demolished plant and/or structures are secured and stable.
- All demolished materials have been removed or secured against high winds.
- All heat sources have been properly extinguished.
- All emergency access routes are clear of debris and clearly marked.
- All boundaries have been secured against unlawful entry.
- All areas outside of the demolition and remediation zones are clear of demolished materials and any hazard is properly lit, guarded, and clearly marked.
- A daily close out meeting should be held to confirm all the above.

## 19. WORKING ADJACENT TO OPERATING AREAS

A pre-demolition dilapidation survey to be conducted; the dilapidation report will outline the condition of nearby properties and the surrounding infrastructure, please refer to Dilapidation Report for more details.

## 20. WORK PERMITS

Dangerous works shall have procedure of work permits system within safe system of works.

- Hot work (drilling, grinding, cutting)
- Working at height (above 2 m)
- Confined space entry
- Excavation and Penetrations
- Hazardous Work Permit
- Crane work box.

## 21. TRAINING

Only trained and competent worker(s) will be engaged on the project along with their qualifications. Continuous supervision will be required for the personnel during their training phase.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |   |   |   |                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---|---|---|--------------------------------------------------|
| WORK ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 22. Excavators & Excavations |   |   |   |                                                  |
| H=HIGH RISK, M=MEDIUM RISK, L=LOW RISK, I= INSIGNIFICANT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                              |   |   |   |                                                  |
| SIGNIFICANT RISKS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | H                            | M | L | I | WHO MAY BE HARMED                                |
| Fire (machine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                              |   | X |   | Employees<br>Subcontractors<br>Official visitors |
| Service Strike                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | X                            |   |   |   |                                                  |
| Falls from height                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | X                            |   |   |   |                                                  |
| Excavation collapse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | X                            |   |   |   |                                                  |
| Noise                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                              | X |   |   |                                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |   |   |   |                                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |   |   |   |                                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |   |   |   |                                                  |
| CONTROL MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                              |   |   |   |                                                  |
| Scan and/ or consult drawings to discover locations of services<br>No persons to work within 1.5metres of excavators reach<br>Where it is likely that a person could fall a sufficient distance that it would cause injury, suitable edge protection to be installed.<br>Flashing beacon to be always used when machine is moving.<br>Ventilation/ extraction to be used where using excavators in confined spaces where Carbon Monoxide could build up.<br>No excavators to be used within 2.75metres of overhead power lines.<br>Stop blocks to be used when dumpers are tipping into excavations<br>Excavations to be battered back to suitable angle of repose, trench boxes used or sheet piles/ shoring installed to prevent collapse.<br>Ear defenders to be worn by operator and persons working close to machine when pecker/ breaker in use.<br>Fuel to be stored in suitable container away from the work area.<br>Machine to be switched off prior to re-fueling.<br>Machine to be refueled using a suitable nozzle or funnel to prevent splashes or spills. |                              |   |   |   |                                                  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                       |   |   |   |                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---|---|---|--------------------------------------------------|
| WORK ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 23. Use of Hand Tools |   |   |   |                                                  |
| H=HIGH RISK, M=MEDIUM RISK, L=LOW RISK, I= INSIGNIFICANT                                                                                                                                                                                                                                                                                                                                                                                                                                      |                       |   |   |   |                                                  |
| SIGNIFICANT RISKS                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | H                     | M | L | I | WHO MAY BE HARMED                                |
| Fire                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                       | X |   |   | Employees<br>Subcontractors<br>Official visitors |
| Flying objects                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | X                     |   |   |   |                                                  |
| Sharp edges                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | X                     |   |   |   |                                                  |
| Falls from height                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | X                     |   |   |   |                                                  |
| Slips, trips and falls                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       | X |   |   |                                                  |
| Noise                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                       | X |   |   |                                                  |
| Manual handling                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | X                     |   |   |   |                                                  |
| Vibration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                       | X |   |   |                                                  |
| CONTROL MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                       |   |   |   |                                                  |
| A visual check to be carried out before use to check tools are in a safe condition eg No burrs, split, Handles, loose hammer heads, splayed spanner heads etc. and damaged tools to be repaired or replaced immediately<br>All tools to be stored in a tool locker, toolbox or removed from site when not in use<br>Keep the work area tidy and clear of obstructions slipping and tripping hazards<br>Suitable PPE to be provided and worn as needed including hand, eye and face protection |                       |   |   |   |                                                  |

Covers to be fitted to sharp edges such as Knife blades and saw edges when not in use  
 Tools such as cutters and scissors to be kept in closed position when not in use  
 For petrol operated tools, extinguishers to be available & fuel must be kept away from the work area in a suitable container.  
 Vibration test to be consulted and “trigger time” not exceeded for each piece of equipment.  
 Only 110v tools to be used.  
 When using pneumatic tools, the compressor must have whip protection fitted.  
 Damping down shall be employed wherever there is a risk of activities producing significant dust levels.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                              |   |   |   |                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|---|---|---|--------------------------------------------------------------------|
| WORK ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 24. Waste Removal/ Operation of Grab Lorries |   |   |   |                                                                    |
| H=HIGH RISK, M=MEDIUM RISK, L=LOW RISK, I= INSIGNIFICANT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                              |   |   |   |                                                                    |
| SIGNIFICANT RISKS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | H                                            | M | L | I | WHO MAY BE HARMED                                                  |
| Falling materials                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | X                                            |   |   |   | Employees<br>Subcontractors<br>Official visitors<br>General public |
| Grab striking property or equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | X                                            |   |   |   |                                                                    |
| Grab striking persons                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | X                                            |   |   |   |                                                                    |
| Falls from height                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                              | X |   |   |                                                                    |
| Entanglement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                              | X |   |   |                                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                              |   |   |   |                                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                              |   |   |   |                                                                    |
| CONTROL MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                              |   |   |   |                                                                    |
| <p>Banksman to ensure no operatives or members of the public come into contact with the vehicle or grab.</p> <p>Grab only to be operated when standing on flat, level ground.</p> <p>Only use grab when the operator has a clear view of the property and any surrounding equipment.</p> <p>No standing on the load or anywhere except a formal working platform with edge protection.</p> <p>Do not use grab for dragging/ moving the skip.</p> <p>No persons allowed within the working range of the grab or the crane arm.</p> <p>Do not overload the truck at any time.</p> <p>Do not drive away from site unless the bucket is in the down position and locked into place.</p> <p>Driver to reverse into site under instruction from a trained banksman.</p> <p>Banksman to ensure no members of the public are present during reversing operation.</p> |                                              |   |   |   |                                                                    |
| WORK ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25. Work at Height                           |   |   |   |                                                                    |
| H=HIGH RISK, M=MEDIUM RISK, L=LOW RISK, I= INSIGNIFICANT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                              |   |   |   |                                                                    |
| SIGNIFICANT RISKS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | H                                            | M | L | I | WHO MAY BE HARMED                                                  |
| Falling materials                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | X                                            |   |   |   | Employees<br>Subcontractors                                        |
| Falls from height                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | X                                            |   |   |   |                                                                    |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |  |  |                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|--|--|-------------------|
| Collapse of access equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | X |   |  |  | Official visitors |
| Overturning of access equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | X |   |  |  |                   |
| Manual handling injuries                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |   | X |  |  |                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |  |  |                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |  |  |                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |  |  |                   |
| CONTROL MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |   |   |  |  |                   |
| Edges of all excavations to be protected with scaffold poles and combi-safe barriers.<br>Mobile tower scaffolds or Class 1 industrial step ladders to be used for gaining access to work at height.<br>Stepladders to be inspected for defects prior to use.<br>Stepladders to be used on level ground only.<br>Stepladders to be used in the fully open position with the retaining hinges engaged.<br>Mobile tower scaffolds to be erected by competent persons only.<br>Towers to be fitted with guard rails to 950mm, mid-rails leaving no unprotected gaps of more than 470mm and toe boards to 150mm.<br>Outriggers to be used in accordance with manufacturers' instructions.<br>No materials to be stored on the working platform.<br>Access to working platform to be via internal ladder only, not by climbing the outside of the tower. |   |   |  |  |                   |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |   |   |   |                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---|---|---|------------------------------------------------------------------------------|
| WORK ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 26. Temporary Structures |   |   |   |                                                                              |
| H=HIGH RISK, M=MEDIUM RISK, L=LOW RISK, I= INSIGNIFICANT                                                                                                                                                                                                                                                                                                                                                                                                                                             |                          |   |   |   |                                                                              |
| SIGNIFICANT RISKS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | H                        | M | L | I | WHO MAY BE HARMED                                                            |
| Direct contact of site workers and others with contaminated soil                                                                                                                                                                                                                                                                                                                                                                                                                                     | X                        |   |   |   | Employees<br>Subcontractors<br>Official visitors<br>Environment<br>Structure |
| Soil Gas / Vapours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                          | X |   |   |                                                                              |
| Direct contact of the temporary structures or engineered structures with contaminated soil or leachate causing degradation of materials.                                                                                                                                                                                                                                                                                                                                                             | X                        |   |   |   |                                                                              |
| The driving of solid contaminants down into an aquifer during pile driving.                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |   | X |   |                                                                              |
| Contamination of groundwater, and subsequently, surface waters by wet concrete, cement paste or grout.                                                                                                                                                                                                                                                                                                                                                                                               |                          |   | X |   |                                                                              |
| CONTROL MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |   |   |   |                                                                              |
| Deep excavation results in the generation of arising at the surface which could include potentially contaminative material (including asbestos).<br>Health and safety precautions e.g. method statements, person protective equipment (PPE) and respiratory protective equipment (RPE) will be adopted by the contractor during temporary structure works.<br>Any contaminated arisings will be stockpiled then disposed off-site at a suitably licensed facility under an appropriate duty of care. |                          |   |   |   |                                                                              |

Supplementary notes:

## 27. LADDERS

The ladder should be angled to minimise the risk of slipping outwards and as a rule of thumb needs to be one meter out for every four up.

- Access ladders should extend about 1m above the working platform. This provides a handhold for people getting on and off.
- Ensure that ladders are tied on both stiles to prevent slipping.
- Ladders should be in good condition and examined regularly to make sure they are free from defects.
- Ladders should not be painted as this can hide defects.
- Ladders used must be in good condition, adequately secured (lashed) and placed on firm surface.
- Do not overreach; if you are working from a ladder, make sure it is long enough and positioned to reach the work safely.
- Do not climb or work off a ladder unless you can maintain 3 points of contact.
- Minimise openings in scaffolds that have been created for ladder access
- Use anti-slip devices or stabilizing units, fixed to the top or bottom of the ladder, but only if considered suitable for the application.

## 28. WORKING AT HEIGHTS

Do not start any work at height if cables are near until you have reported and received further instruction, you also have a duty to warn others about the dangers on site and that includes overhead cables. You should only use adequate work platforms with suitable guardrails or other collective measures, before resorting to fall arrest equipment.

Steel Erectors must take action to prevent or protect against a fall from height, you are no longer permitted to work at height and be exposed to risk of a fall without using Personal Fall Protection Equipment as a minimum (Safety Harness).

Proper risk assessments and method statements prior to any work starting are essential to prevent or control this type of activity. Ensure that persons are not working underneath you or if this is not possible ensure that all precautions have been taken to prevent materials falling onto them.

## 29. TOWER SCAFFOLDS

Do not erect or inspect tower scaffolds unless you are trained and competent to do so. Make sure the tower is resting on firm level ground with the wheels or feet properly supported. Do not use crushable material such as bricks or building blocks to take the weight of any part of the tower. Some guidance suggests if using steel towers in exposed conditions or outside, the height of the working platform should be no more than three times the minimum base dimension or three and a half times the dimension if used inside, if using alloy towers you should follow the manufacturer's instructions. Our recommendation is before using any tower scaffold that you first check with the manufacturer about the recommended working height of the platform.

- Do not sheet as this could act like a sail and overturn the tower.
- Ensure the tower is on firm level ground.
- Do not load with heavy equipment or materials.
- Do not use to hoist heavy materials or support rubbish chute
- Always use ladder for access, do not climb on the tower.
- Always climb from the inside of the tower
- Use a brick guard where necessary
- Tower should not be moved with anyone remaining in the structure

If you have any queries about items specified, please contact us and we will gladly help.

# Adkins Consultants Terms and Conditions

## 1. Additional Services

In the event of additional services being required, the fees will be adjusted by prior agreement between us.

## 2. Diligence and Care

Adkins Consultants will exercise reasonable care, skill and diligence in the performance of the Services. All dimensions should be checked by the client or client's contractor before ordering any components. The client will be responsible for dealing with Building Control unless agreed otherwise.

## 3. Disbursements and Expenses

Disbursements and expenses are not included in our quoted fees unless stated to the contrary in our fee proposal.

## 4. Document Formats

The proposed fees allow for a digital copy usually in PDF format.

Hard copies of documents may be subject to a fee dependent on the type of document. Our printing costs are available upon request.

## 5. Copyright

Adkins Consultants retain copyright in any document and works they produce; in all cases the copyright will remain vested in Adkins Consultants. The Client, subject to payment of fees and disbursements due under the Agreement, will have a license to copy and use all such documents for any purpose related to the project in question. They will not have a license to use these documents for any other project and no liability will be held by Adkins Consultants.

## 6. Value Added Tax

All quotations are subject to the addition of VAT at the current rate.

## 7. Liability

7.1 Excepting the case of death or personal injury you will look to the limited company Adkins Consultants, and not to any individual employee of Adkins Consultants, if you consider that there has been any breach of this Agreement. By agreeing to these conditions, you agree not to pursue any claims against any Individual as a result of them carrying out their obligations under this Agreement at any time.

The liability of Adkins Consultants Ltd to the client, (or any third party claiming through the client) shall in no circumstance (except in case of death or personal injury) exceed the lesser of:

- (a) The amount that can be recovered from our professional indemnity insurance
- (b) Six times our Fee for the relevant works.
- (c) The diminution in value of the property concerned.

7.3 Adkins Consultants shall have no liability to the Client (or to any third party claiming through the Client) whether in contract or in tort (including but not limited to negligence) or for breach of statutory duty or otherwise for any claim arising in connection with: -

- (a) pollution, contamination, terrorism, asbestos or any related risk or
- (b) designs or reports prepared by other professionals and specialist sub- contractors/suppliers.

7.4 The limitation period, before which any claim must commence, is six years.

## 8. Payments

Payment shall be received in full before Adkins Consultants will release any work, save for clients with an account with Adkins Consultants.

8.1 Where such an account is available our invoices will be issued monthly for the work completed in that month or upon completion of the work, whichever occurs soonest. Payment shall become due on submission of the invoice and the final date of payment shall be 7 days after the invoice date. We reserve the right to charge interest at the statutory rate on any overdue amounts. Please note that all invoices not settled within our payment terms will be referred to our debt recovery agents and will be subject to a surcharge of 15% plus VAT in lieu of our recovery charges.

8.2 If you do not have an account with Adkins Consultants Ltd, then payment is required prior to the release of information, unless agreed otherwise in the quotation, which would be unusual.

8.3 Please note that all invoices not settled within our payment terms will be referred to our debt recovery agents and will be subject to a surcharge of 15% plus VAT in lieu of our recovery charges.

## 9. CDM Regulations

Under the current CDM Regulations 2015 it is held to be our responsibility to inform you that the aforementioned regulations may be applicable to your project.

## 10. Changes in Terms and Conditions

Terms and conditions are liable to change without notice. Amended versions will supersede any printed or electronic versions held in the clients' possession. You can find an up-to-date copy of this Terms and Conditions Statement on our website.

## 11. Terms and Conditions further information

Unless otherwise agreed in writing by the Company these Conditions will override any terms and conditions stipulated or referred to by the Customer in his order or pre-contract negotiations.

## **12. Cancellations**

Adkins Consultants will only accept cancellations at the discretion of Adkins Consultants unless they are within the cooling-off period of 14 days. Acceptance of the cancellation will only be binding on the company if it is sent in writing. Any cost or expenses incurred by the company up to the date of cancellation and all loss and damage resulting from the cancellation will be paid by the customer to the company, including within the cooling-off period if Adkins Consultants have started works during this time, which is a likely course of events given Adkins Consultant's desire to dispatch customer's instructions at a speedy rate .

## **13. Exclusions**

In dispute of any assertion that anything is excluded, all warranties, conditions and other terms, implied, statutory or otherwise, are expressly excluded excepting so far as they are contained in these conditions or otherwise expressly agreed by Adkins Consultants Ltd in writing. If any legislation makes it unlawful to exclude any term from the Contract this clause will naturally not apply to such.

## **14. Resolutions of Disputes**

14.1 The parties will endeavor to resolve any dispute amicably. Each of them shall in good faith consider any proposal by the other that a dispute be referred to mediation.

14.2 Disputes shall be finally resolved by the English Courts.

## **15. Governing Law**

The Agreement shall be solely within the jurisdiction of and governed by English Courts