



**Demolition of West Common Lane Changing Rooms**

At

, West Common Lane, Scunthorpe, DN17 1DS

For

**North Lincolnshire Council**

 Trading name of SN Registrars (Holdings) Ltd 8327	 8327	 Member of SN Registrars (Holdings) Ltd 8327	 8327	 Member of SN Registrars (Holdings) Ltd 8327	 8327
					
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**Revision Record**

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Revision 2					
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Revision 4					

All changes to this document must be listed and recorded in the table below. Authority for amendment or alteration of this document is to be obtained from the Contract Manager. *Any amendments to this document from the previous issue will appear in blue text for the current issued version.*

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## 1.0 Description of the project

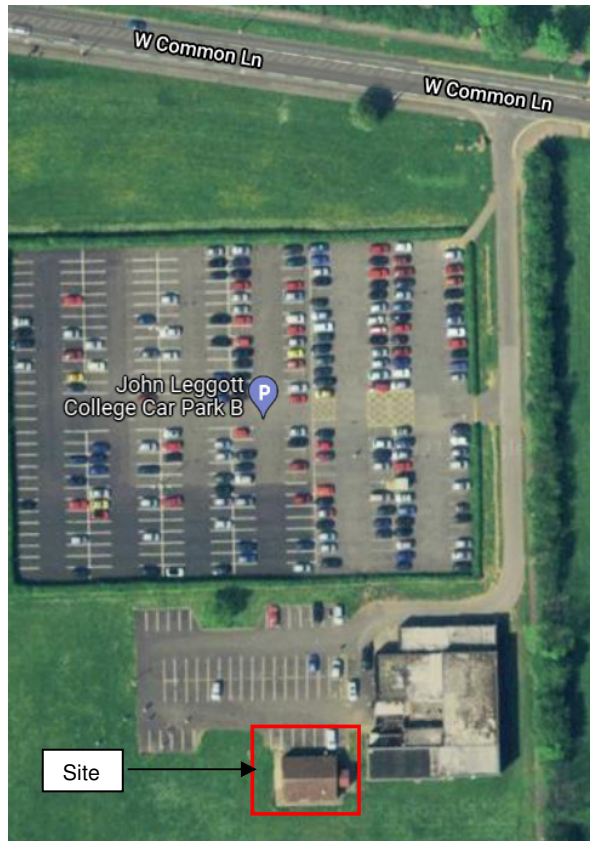
### 1.1 Project description & programme details

#### 1.1.1 Project description

**Name of project:** North Lincolnshire Council – West Common Lane Changing Rooms demolitions

**Contract Number:** J1403

**Project location:** West Common Lane Changing Rooms, West Common Lane, Scunthorpe, DN17 1DS (as shown below). Access to the site will be off West Common Lane using the existing access road through the carpark through to the site.



No delivery restrictions have been advised however deliveries will be planned to avoid peak congestion times.

No vehicles are to park on any surrounding roads waiting for access. All vehicles accessing the site will adhere to a 5mph speed limit and be met by a traffic marshal at the site to ensure any reversing maneuvers are under the control of a traffic marshal at all times.

Care must be taken by all entering and leaving the site due to the road and proximity of pedestrians and other road users.

During the Covid 19 pandemic operatives are to travel to and from site alone wherever possible. All personnel are to wash their hands for 20 seconds using soap and water when entering and before leaving the site.

**Project description:**

The works are to demolish the West Common Lane Changing Rooms. Works comprise of the following;

- Asbestos removals to all buildings
- Soft strip to all areas for demolition
- Demolition of the existing superstructure
- Removal of slabs (foundations to remain)
- Levelling of site
- Removal of all arisings

The structures to be demolished are generally in a good condition and will be demolished as described in the later Method Statements.

**1.1.2 Programme details**

**Mobilisation period:** 2 weeks

**Start on site:** January 2022

**Anticipated duration:** 2 weeks

## 1.2 Details of Client, Principal Designer, Designer, Principal Contractor & other Consultants

### 1.2.1 Contract directory

Company/ Address	Contact Name	Tel/ Fax/ Mobile/ E-Mail	
<b>Principal Designer</b>			
North Lincolnshire Council, Church Square House 30-40 High Street Scunthorpe DN15 6NL	David Fox	Mob: E-Mail:	07717 586622 <a href="mailto:David.Fox@northlincs.gov.uk">David.Fox@northlincs.gov.uk</a>
<b>Principal Contractor</b>			
GBM Demolition Warwick Road Fairfield Ind Estate Louth Lincolnshire LN11 0YB	Head Office	Tel: Fax:	01507 607289 01507 605772
	Simon Grantham Managing Director	Mobile: E-Mail:	07747 115984 <a href="mailto:s.grantham@gbmmuk.com">s.grantham@gbmmuk.com</a>
	Adrian Corrigan Director	Mobile: E-Mail:	07747 115984 <a href="mailto:a.corrigan@gbmmuk.com">a.corrigan@gbmmuk.com</a>
	Andrew Grantham Contract Director	Mobile: E-Mail:	07768 605772 <a href="mailto:a.grantham@gbmmuk.com">a.grantham@gbmmuk.com</a>
	Tbc1 Contracts Manager	Mobile: E-Mail:	Tbc2 Tbc3
	Tbc4 Site Supervisor	Tel: Email:	Tbc5 Tbc6
	Julie Haywood Contract Admin	Tel. Email:	01507 607289 <a href="mailto:j.haywood@gbmmuk.com">j.haywood@gbmmuk.com</a>
	Ben Slack SHE Advisor	Mobile: E-Mail:	07831 171002 <a href="mailto:b.slack@gbmmuk.com">b.slack@gbmmuk.com</a>
<b>GBM Asbestos Contractor</b>			
Reactive Asbestos Solutions, Unit 13, Stirchley Trading Estate, Hazelwell Road, Stirchley, Birmingham, B30 2PF	Tom Brazier Contracts Manager	Mob: E-Mail:	07368 299 788 <a href="mailto:tom@reactivegroup.uk">tom@reactivegroup.uk</a>

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**1.3 Location of existing plans, information & records**

**1.3.1 Pre-construction information:**

Relevant information has been included by the client within the tender documentation and used to develop this plan.

**1.3.2 Other further information available:**

- Refurbishment and Demolition Asbestos Survey undertaken by Micron Analytical dated 6<sup>th</sup> December 2021 Report No. J019641
- Contract drawings & specification
- Information from site visit and meetings by GBM with client

**1.3.3 Known utilities on site**

Services to the buildings are being isolated and disconnected by the client with documented confirmation being provided. During the works care will be taken as unknown / documented services may be present. Utility providers for the area are detailed below;

Service type	Present	Owner	Contact details	Drawings held on file
Water	Yes	Anglian Water	General enquires 0345 145145 Emergencies 0800 771881	To be obtained
Gas	Yes	Cadent	General enquiries 0345 8351111 Emergencies 0800 111999	To be obtained
BT (OH or UG)	Yes	Open Reach Dial Before Dig	0800 616866 0800 9173993	To be obtained
Electric (OH or UG)	Yes	Northern Power Grid	General enquires 0845 0707172 Emergency 0800 668877	To be obtained
Cable	No	n/a	n/a	To be obtained
Street lighting	Yes	North Lincolnshire Council	01724 297000 Out of hours: 01724 276444	To be obtained
Oil/ other Drainage	Existing drainage	TBC	TBC	To be obtained

## 2.0 Management of the works

### 2.1 Management structure & responsibilities

#### 2.1.1 Management team

Role	Name	Contact no.
Managing Director	Simon Grantham	07747 115984 <a href="mailto:s.grantham@gbmuk.com">s.grantham@gbmuk.com</a>
Director	Adrian Corrigan	07747 115984 <a href="mailto:a.corrigan@gbmuk.com">a.corrigan@gbmuk.com</a>
Contract director	Andrew Grantham	07768 605772 <a href="mailto:a.grantham@gbmuk.com">a.grantham@gbmuk.com</a>
Contracts Manager	Tbc1	Tbc2 Tbc3
Demolition Supervisor(s)	Tbc4	Tbc5 Tbc6
Contract administrator	Julie Haywood	01507 607289
SHE Advisor	Ben Slack	07831 171002

#### 2.1.3 Responsibilities of management team

Following table details site management team responsibilities through the contract & are specific to this site. These responsibilities complement each individual's general responsibilities given in the Safety, Health and Environmental Policy.

<u>Task/ responsibility</u>	<u>Nominated person(s)</u>	<u>Deputy(s)</u>
Oversee & run contract	Director	Contracts Manager
Management of Site & Records	Contracts Manager	Site manager / Supervisor
Management of Subcontractors	Contracts Manager	Site manager / Supervisor
Liaison with Client	Director	Contracts Manager
Emergency Services liaison	Contracts Manager	Site manager / Supervisor
Permit to work control	Contracts Manager	Site manager / Supervisor
Traffic Management co-ordinator	Contracts Manager	Site manager / Supervisor
Plant co-ordinator	Contracts Manager	Site manager / Supervisor
COSHH co-ordinator	Contracts Manager	Site manager / Supervisor
Utilities co-ordinator	Contracts Manager	Site manager / Supervisor
Noise co-ordinator	Contracts Manager	Site manager / Supervisor
Training Co-ordinator	Contracts Manager	Site manager / Supervisor
Work/lifting equipment inspection	Contracts Manager	Site manager / Supervisor
Safety Compliance on Site	Contracts Manager	Site manager / Supervisor
Workplace Safety Inspections	Contracts Manager	Site manager / Supervisor
Inductions / toolbox talks	Contracts Manager	Site manager / Supervisor
RAMS Evaluation	Contracts Manager	Site manager / Supervisor
Temporary works	Contracts Manager	Site manager / Supervisor
First Aid Co-ordinator	Contracts Manager	Site manager / Supervisor
Site Security co-ordinator	Contracts Manager	Site manager / Supervisor
Fire safety co-ordinator	Contracts Manager	Site manager / Supervisor

## **2.2 Health & safety goals for the project & arrangements for monitoring & review**

### **2.2.1 Health & safety goals for the project**

Safety management is founded on a zero-incident approach to health & safety that requires an absolute adherence to standards at all times and an intolerance of unsafe acts or conditions.

GBM UK, therefore, expects its businesses to be fully accountable for communicating, training and implementing health & safety standards.

Project health & safety Goals:

- To complete the Project Free of Incidents.
- To conduct the undertaking of the Works without Complaint or Claim.
- To Cause the Minimum disruption to Residents and the Traveling Public.
- To comply with statutory requirements under the Health & Safety at Work Act 1974, The Construction (Design & Management) Regulations 2015 and other relevant legislation.
- To comply with the requirements specified by the Client in the Pre-Construction Information Pack and by the Client.
- No lone working on site
- No unforeseen collapse of any element of plant or building structure through insufficient or inadequate risk analysis and method statement planning for the duration of the project
- Working at height minimised

### **2.2.2 Arrangements for Monitoring & Review of H&S performance**

#### **2.2.2.1 Monitoring H&S performance**

GBM have a system in place for site inspections and safety audits. On this scheme the Site Supervisor is responsible for ensuring that weekly Health and Safety inspections are completed. These ensure compliance with health and safety legislation through the implementation of an effective reporting and review process.

GBM operate a system of unsafe act / near miss reporting ensuring individuals Health & Safety compliance. Copies of all nears misses will be kept in the site files.

GBM will hold formal progress meetings monthly at which health, safety and the environment will be the first item on the agenda. This enables any issues to be aired and so resolved.

#### **2.2.2.2 Review of H&S performance**

The results of any audits, site inspections and near miss analysis are discussed at the progress meetings. This enables the goals set for the contract to be reviewed. The end of contract meeting is the final review of the contract performance and can be used to decide if the goals set were met & were adequate.

**2.3 Arrangements for management of the works**

**2.3.1 Arrangements for regular liaison between parties on site.**

Formal liaisons between the parties on site will be carried out in a series of site meetings at weekly intervals, these will be minuted where required and circulated accordingly.

The Site management are responsible for ensuring that there are suitable liaison arrangements between all parties involved in the works regarding H&S issues.

Daily briefings will be held to cascade relevant information to the workforce prior to each shift commencement.

The Site management are responsible for ensuring that there are suitable liaison arrangements between all parties involved in the works regarding H&S issues.

During the Covid 19 pandemic any site meeting / briefing will be held outside where possible or in well ventilated rooms whilst maintaining social distancing measures. Where possible meetings will be held via conference calling to prevent non-essential visitors to site.

**2.3.2 Arrangements for consultation with the workforce**

Throughout the works ongoing consultation with the workforce will occur in the following ways to encourage and support a safer working culture;

<b>Induction</b>	Before starting work on the project all site operatives, subcontractors, site management teams & Clients representatives will be inducted and informed of the Site rules, hazards and risks that will or may arise whilst the works in progress
<b>Daily briefings</b>	At the beginning of every shift GBM UK Ltd issue a daily briefing outlining all works to be carried out, control measures in place & the outstanding risks & hazards that may remain. The work force is actively encouraged to raise any health & safety or operational issues that may have occurred previously or that experience suggests that better, safer procedures exist.
<b>Toolbox talks</b>	<p>Toolbox meetings will be given to groups of up to 20 people. Meetings will be conducted by the immediate supervisor of the workmen concerned. A library of toolbox talks is maintained to assist Site Management carrying out these talks but also alternative topics may be covered. This may be to ensure site-specific issues can be tackled and is part of the companies aim to provide Health and Safety awareness training/ information during the completion of site operations.</p> <p>All personnel who have been given the specific toolbox talk will sign the acceptance sheet that accompanies each toolbox talk. Site personnel are encouraged to give their feedback on the talk with this feedback recorded on the acceptance sheet provided.</p>

**2.3.3 Arrangements for the exchange of design information between the client, principal designer, principal contractor & contractors on site**

During the works, Information will become available as a result of unforeseen situations arising, unknown services & obstructions or possibly as a result of unpredicted occurrences.

This information may be in the form of Digital photos, survey data and measurements, descriptions of ‘as found conditions’, test result data, analysis of trend data.

Such information will be freely exchanged amongst the Client, Principal Designer and Principal Contractor Teams, where appropriate, specialist sub-contractors and experts can be included in this information loop. Recommendations, problem solving processes are actively promoted and applied to yield time and cost savings / damage limitation to cost and time overrun exposures.

Any temporary works designs will be issued to the client and principal designer for review and approval ahead of construction e.g., fencing etc. Thereafter temporary works will be constructed, inspected and dismantled as per the approved design.

**2.3.4 Arrangements for handling design changes during the project**

In the event of designs changing the information flow should be receipted, confirmed, and any financial or programme time implications communicated back to the Client as soon as possible.

Following acceptance of a design change, GBM will review the effect of the change on the works and plan for change accordingly. Any changes to approved designs will require resubmission and approval prior to commencing / continuing works. The effect of the change on the programme and resourcing levels will be ascertained and resolved to the satisfaction of all parties. Risk assessments and methods of work for the change in design will be produced. If new drawings are issued existing drawings are to be marked Superseded and clearly marked *Not For Construction*.

**2.3.5 Arrangements for the selection & control of subcontractors**

GBM utilise an approved Supply Chain database to ensure all of its subcontractors are employed based on their competencies, not just on price. This involves assessment of health, safety and environmental policy and past performance.

If at any point the performance of the Supply Chain gives any cause for concern, GBM will intervene with sanctions ranging from a recorded warning and agreed improvement plan, to suspension from the approved list for repeated or serious misdemeanours. Any serious transgression will be fully investigated and if it is determined that the Supply Chain member does not demonstrate an appropriate attitude and behaviour in rectifying their approach then that contractor will be removed from the database & our supply chain.

Prior to working on a GBM site all sub-contractors forward the relevant health, safety and environmental documentation to the Site Manager. This includes site-specific risk assessments and waste transfer certification.

All Supply Chain members will be subject to a site-specific induction before any work commences. During this induction all relevant personnel details (training certificates etc.) relating to the individuals on site will be viewed and recorded.

**2.3.6 Arrangements for the exchange of health & safety information between contractors**

Where sections of the project are to be sub-let, it is recognised as being particularly important to ensure that the health and safety responsibilities of the parties are clearly defined and that a proper assessment of hazards is undertaken and the results conveyed to all affected parties.

All Health and Safety Information will be circulated between the sub-contractors and Company before the sub-contacts are awarded. This will include copy of each Companies Standards and Systems, relevant contractual information from the contract documents, Pre-Construction

Information etc.

Prior to work commencing the Contracts Manager will arrange a meeting with all the Sub-Contractors to discuss the planning and control of the Sub-Contractor's work from a health and safety viewpoint, and to advise the Sub-Contractors of the risks to them from the work being undertaken by the Company and others on the site.

All sub-contractors will provide a safe system of work (method statement), risk assessments and CoSHH information outlining their proposed works prior to commencing that activity. Evidence of Operator and driver competence, training and certification will be included in this documentation.

No works will commence by any sub-Contractor until their Methods and systems for that task have been approved by the nominated competent person/s.

Health and Safety Information is issued and transmitted by The GBM UK Site Supervisor to and from Sub-Contractors by the following means.

- Daily Site Briefings
- Task method statements, Risk Assessments and Control Measures as compiled and approved.
- Weekly Programme Meetings
- Site Communication
- Health and Safety Meetings

### **2.3.7 Arrangements for site security**

The site will be established as to prevent any persons coming into contact with unsafe areas. All persons entering site will comply with the site security arrangements and a register of personnel will be maintained. Where a client requires specific arrangements, all personnel will adhere to them. Vehicles and personnel may be stopped and searched upon entering or leaving site. It is not permitted to remove any substance or article from site without written permission by an authorised person. Failure to comply with these arrangements above may result in dismissal.

The site will be secured by GBM to the perimeter, this will involve erecting heras fencing to the perimeter to secure the site. Further areas of heras fencing will be erected by GBM internally to the site during demolition to form the exclusion zones.

Throughout the works clear signage will be displayed to the site fencing / hoarding detailing the site contact and telephone number of the persons responsible for the site security.

During Covid 19 outbreak site is not to accept any non-essential visitors. Operatives to wash or clean their hands before entering or leaving the site

Plant will be immobilised and stored within the compound area out of hours, and all materials will be securely stacked within the compound area until use.

Visitors to the site will be requested to report to the Site Supervisor, sign in and receive an induction prior to entering any of the working areas.

Any theft or damage that occurs on site will be reported to the police for further investigation.

### **2.3.8 Arrangements for site inductions**

The specific site induction will be given to all persons who will be involved with working or visiting on site by GBM. This will include any GBM Sub Contractors and Members of the Clients' Management team.

For personnel whose first language is not English, the site manager/ inductor may refuse induction should they assess the persons understanding of the induction, instructions and information is not sufficient, potentially increasing risk to themselves or other parties.

The induction informs all persons of the site rules, emergency procedures and reporting procedures. The induction outlines each person's responsibility to health and safety on site. The induction enables permit to work systems to be outlined and discussed and appropriate training records to be checked. Records of the site-specific induction will be held specific files created in accordance with the GBM UK safety file system.

Under certain circumstances it may be necessary to re-induct persons onto the site i.e. if they repeatedly break site rules. This will mean a return to the site offices where a full induction can take place.

Should circumstances or significant changes take place in the works, this induction may be given again or updated, noting the changed circumstances

### **2.3.9 Arrangements for on site training**

At induction details of the qualifications of all personal working on the Contract will be obtained with details recorded & maintained within the Contract documentation.

All operatives and plant operatives employed at the site will be fully trained and will hold a current CSCS, CCDO or CPCS card appropriate for their trade or machine.

On site training will be ongoing and consisting of :

- Daily task briefings of the activities planned and will cover the hazards control measures, remaining risks, the work processes, entry and exit routes and any hazardous materials in use.
- Tool box talks
- Any specific briefing or training that may become apparent as changing circumstances or following incident investigation recommendations

All recipients will record their attendance, company they represent and sign a register. The topics and contents of the briefings will be noted in site files along with the register

### **2.3.10 Arrangements for welfare facilities & 1<sup>st</sup> aid**

#### **2.3.10.1 Welfare facilities**

Welfare requirements are to be installed and maintained by GBM, these include the provision of:

- Facilities for all personnel on site where meals can be taken in clean and comfortable surroundings with the provision of a supply of hot and cold water for meals and drinking purposes.
- Clean, lit and ventilated sanitary conveniences appropriate to the number of people on site with a separate facility for ladies where applicable. (initial facility whilst services connected will be portable unit)
- Washing facilities with warm water, soap and paper towels.
- An adequate supply of clean drinking water.
- Accommodation for drying and storing clothing.

Arrangements will be made to ensure accommodation facilities are maintained in a clean condition and good state of repair.

For the works an Oasis self-contained welfare unit will be utilised to provide the required welfare facilities and site office.

During Covid 19 outbreak social distancing to be maintained in the canteen, toilets and smoking areas. Cleaning regimes will be increased to ensure the highest standards of hygiene are maintained.

### **2.3.10.2 First Aid Arrangements**

All persons receiving the site induction will be made aware of who the first aiders are and how to contact them and the location of the first aid points and all other first aid kits. The location of First Aid facilities and the identity of First Aiders will also be displayed. The contact details and directions to the nearest hospital will be communicated to employees at site induction.

The first aid box will be stocked in accordance with the First Aid at Work Code of Practice, appropriate to the number of personnel on site. A nominated first aider(s) will be responsible for ensuring first aid facilities are available and kept stocked.

Should the need occur, training of further personnel would be undertaken to ensure adequate arrangements are maintained on site at all times.

Eyewash treatment facilities will also be maintained with the first aid kit

Contractors wishing to formally arrange to work on site outside of the normal site hours will not be permitted to do so unless the same level of First Aid provision is provided for their personnel and permission is granted by the Contract manager.

### **2.3.11 Arrangements for the reporting & investigation of accidents & incidents including near misses**

All incidents & near misses will be recorded & investigated in accordance with the GBM UK Standards & where applicable the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations (RIDDOR) will be adhered to. Investigation findings & recommendations will be reviewed & implemented as necessary. Incidents on site will be communicated to the client.

Environmental incidents will be recorded and investigated in accordance with the Incident Management System.

### **2.3.12 Arrangements for the production & approval of risk assessments & written systems of work**

No Works will be Undertaken with out a full understanding of the Hazards, the risks associated with these hazards, and a clearly understood process or method of carrying out the task or work in the safest manner.

The production risk assessments shall be undertaken in what ever depth of detail, as necessary by a competent person so as to identify and remove unsafe process and conditions from the work place as far as reasonably practically, throughout this process the workforce will be consulted. Following incident investigations or changes to the work process relevant safe systems will be reviewed, updated & changed as necessary.

All risk assessments and method statements are to be briefed to all personnel involved and signed accordingly as a record of the briefing prior to works commencing.

The same standards and principles are expected and demanded from any Contractor or Sub Contractor that may become involved with the work effort.

Failure to work in accordance with approved safe working practices can result in termination of contract and immediate dismissal from site.

Permits to Work will be used for higher risk activities & will be formally issued by a nominated responsible person.

## 2.4 Arrangements for Site rules (including drug & alcohol policy)

The Site Induction will be undertaken by the GBM Site supervisor or nominated person with records maintained of all personnel who have attended. The induction will include details of the following as a minimum:

- The contract management team
- The hazards likely to be found in the areas in which they will work
- Risk assessment and methods of work
- Duties and responsibilities while working on this Contract
- The need for co-operation and co-ordination during their time on site
- Advice on the emergency procedures
- Details of the company drug & alcohol policy

Sub-contractors, or anyone else under the control of the Company, will receive site-specific induction training detailing site rules and procedures. Failure to work in accordance with approved safe working practices can result in termination of contract and immediate dismissal from site.

Visitors to site, including management and client representatives, will undergo a site-specific induction and will be escorted at all times and will not be allowed to encroach on site activities without further information, instruction and training.

The site rules for GBM for this project can be found in Appendix 5. These will be reviewed as necessary with additional issues highlighted incorporated by either the Site Supervisor or nominated person. Any changes will be communicated to the existing workforce.

## 2.5 Arrangements for fire & emergency procedures

### 2.5.1 General

Emergency procedures will be clearly displayed & disseminated to all personal on site through the induction process detailing local & national contact details in the case of an emergency. In general, if a situation develops that is deemed to be an emergency, then the relevant emergency services must be called. If an injury has occurred, then the Ambulance is to be included in this call.

All incidents will be reported to the Client and GBM SHE advisor & in the event of a serious incidents they will attend site for an investigation. Generally, In the case of a serious incident, site activities must cease other than making “safe” when is suitable & safe to do so. Vital evidence must not be disturbed especially if the HSE is involved.

**2.5.2 Fire prevention arrangements**

A fire risk assessment will be carried out at each location to identify required control measures to be implemented (see appendix 2)

Suitable fire extinguishers shall be provided in any accommodation units, nominated vehicles at the works site & where hot works are to be undertaken. Supervisors will inspect all facilities & operations as part of their duties. Used extinguishers shall be exchanged immediately after use, recharged & placed in spares stock.

Hot works will only take place when a Hot Work permit has been issued by the nominated responsible person.

At induction site personal will be informed of the details of the assembly points & site evacuation drill.

Flammable substances will be kept in a secure area, and stored in accordance with the findings recorded in the specific COSHH Assessment.

Skips which will be used to store waste materials will be kept in a secure area of the site, with the materials that are to be kept in them clearly defined.

Good housekeeping will be maintained at all times. No fires of any kind are to be started on the site area by any personnel.

A smoking point will be established in the site compound in agreement with the Client, smoking will be prohibited in all other areas of site.

Any arrangements for interfacing with the existing premises emergency procedures will be assessed & co-ordinated as necessary.

**2.5.3 Fire/Emergency Procedures**

In the event of a fire or emergency evacuation on site all personnel must report to the designated assembly point & the emergency services contacted using the telephone in the site office or mobile phone.

**2.5.4 Spillage prevention arrangements**

Spill kits will be available at all work locations for use by persons trained in their use.

**2.5.5 Flood risk**

Not applicable.

### **3.0 Arrangements for controlling significant site risks**

#### **3.1 Arrangements for controlling safety risks including;**

##### **3.1.1 Delivery & removal of materials, equipment & waste from site**

Deliveries of materials & equipment will be scheduled to meet the progress of the works program & ensure safe areas compatible with the safe loading and unloading are available. Access to the site will be off West Common Lane via the existing access road through the carpark.

Deliveries to site will be instructed at point of order of the site delivery point and instructed to contact the site ahead of arrival in order to be met by the site traffic marshal. The traffic marshal will open the gates and control the vehicle movement into the site. Following the loading or unloading operation, the traffic marshals will open the exit gate and assist with the exiting of the vehicle, ensuring that the safety of pedestrians and other vehicles in the area is not compromised. Vehicles are to adhere to a 5mph speed limit through the car park.

Delivery restrictions have not been stipulated in the contract documentation however will be assessed by the contract manager prior to works commencing.

The site may refuse delivery / collection with driver's whose vehicles, PPE or understanding of the induction/instructions is not acceptable.

The site supervisor is responsible for the management of waste on site ensuring that contractors employed also adhere to the site requirements & provide any relevant documentation necessary.

Records of the type and amount of waste generated will be maintained.

For all waste being removed from site the following will be carried out:

- Waste transfer notes and hazardous waste consignment notes will be completed in full and copies held on site.
- Copies of the License documents for the waste carrier, broker and waste management/environmental permitting will be kept.
- 

The Site Supervisor will be responsible for ensuring that a Waste Management log will be kept, regularly updated and the contents communicated to staff and operatives

##### **3.1.2 Existing statutory services**

All services are being isolated by the Client and a certificate of disconnection will be provided. Any live services that may be identified will be clearly marked on site and protection measures will be put in place.

Prior to works occurring existing service information will be obtained from the client & apparatus owner. Surveys of the existing services will then be undertaken with service locations identified by CAT & hand dug trial holes if necessary. Services locations will then be surfaced marked. Any services that are Identified underground will be recorded in detail and the information included in AS Built documentation.

##### **3.1.3 Accommodating adjacent land use**

The site is located off West Common Lane Scunthorpe to the south of the John Leggott College car park. To the south and west of the site are recreational fields, to the east is an

occupied building with recreational fields beyond, to the north is the college car park.

Ahead of works commencing liaison will be undertaken to specified neighbouring premises as agreed with the client.

Access to adjacent stakeholders will be maintained throughout the duration of the works with all existing highways and footpaths adjacent to the site remaining unobstructed throughout the works and maintained in a clean condition.

Due to the proximity of stakeholders adjacent the site strict working hours will be adhered to as agreed with the client. No noisy operations will commence prior to 08:00hrs or after 18:00hrs.

Site contact details will be displayed at the site entrance to enable any adjacent residents / stakeholders to direct any enquires or complaints.

### **3.1.4 Stability of structures**

The structures will be inspected and appropriate demolition techniques employed relevant to the structure design. Demolition will be in accordance with the method statements as amended after those inspections. Inspections of the structures will consider avoidance of unplanned or premature collapse and the maintenance of residual structural stability, any issues relating to the structures previous use and any other relevant information gained through inspection. Appropriate exclusion zones relevant to the method of demolition will be implemented during the works.

During demolition works structures will be left in structurally sound sections at the end of shift where complete demolition cannot be completed in that shift.

Any temporary works required will be categorised dependent upon the level of risk associated with their use to dictate the level of design, checks and supervision required as per GBMPP 24 Rev 1 Temporary Works Procedure. Where required suitable temporary works designs shall be prepared and checked by competent people prior to works commencing. Designers and checkers will not be one and the same person. Designs will be provided to the appointed Temporary Works Coordinator for review prior to installation / construction.

Appropriately trained temporary works supervisors (usually site supervisors) will supervise all temporary works occurring on site and ensure any installation, alteration or removal is carried out strictly in accordance with the design / instructions specifications and required inspection occur as necessary.

### **3.1.5 Preventing falls**

Some work at height will be employed during the works, these will be carried out ensuring:

- All methods of access and egress are explained and assessed within Method Statements & Risk Assessments,
- Daily inspection check sheets are filled out before access equipment and plant is used,
- All inspection certificates are in place for equipment and plant and that they are checked before first use.
- All operatives of access equipment & plant are trained and competent.

Independent scaffolds are not required for the works.

Towers scaffolds or podiums will be used erected and used by PASMA trained operatives.

Provisions will be made to ensure any persons required to work at height including during the offloading of materials has suitable fall prevention measures in place.

Steps will be used only for low level works following risk assessment & site supervisor approval where other access equipment cannot be used such as podiums or tower scaffolds.

No mobile elevated work platforms are foreseen as required for the works.

Any open excavations & changes in ground levels will be protected with edge protection.

**3.1.6 Working with or near fragile materials**

No access or working will be permitted on fragile roofs etc.

**3.1.7 Control of lifting operations**

Lifting equipment & lifting accessories will be checked to ensure current thorough examination records are current prior to be using on site. All lifts will be carried out after a suitable assessment has been carried out by a competent person considering ground conditions, loading and proximity hazards. No loads during lifting operations will be lifted above any existing occupied building or public area.

**3.1.8 The maintenance of plant & equipment**

All plant & equipment used on the project will be delivered to site with relevant test certificates present. All plant & equipment used will be serviceable, fit for purpose & operated by trained, competent operators. All plant will be inspected on a daily basis with the result recorded. Where faults have been highlighted the plant will be removed from operation until repaired accordingly. Demolition excavators will be fitted with protective cages to provide falling object protection structures (FOPS).

**3.1.9 Work on excavations**

Any breaking of the ground will only be carried out with a permit to dig. Open excavations will be protected at all times both to ensure security of the work area & to prevent falls into the excavation by persons or equipment working adjacent. Persons will only enter excavations once they have been inspected by a competent person for stability, air quality and it is confirmed that they are safe.

**3.1.10 Works involving wells, underground earthworks & tunnels**

Not applicable

**3.1.11 Works in or over water**

Not applicable

**3.1.12 Works involving diving operations**

Not applicable

### **3.1.13 Works in a caisson or pressured atmospheres**

Not applicable

### **3.1.14 Works using explosives**

Not applicable - It is not intended to use explosives for any of the proposed demolition works.

### **3.1.15 Traffic routes & pedestrian controls**

A site traffic plan will be in place for the site, the traffic plan is a pictogram of where vehicles & plant are permitted to access & egress site, the preferred travel route through site, normal & emergency parking arrangements, it should also highlight where any potential areas of conflict between activities could arise so that special arrangements or control measures needed to minimise risk can be implemented.

Working areas will be managed to ensure that pedestrian routes are segregated from site traffic routes where possible.

Where necessary, traffic movements will be supervised by designated banksmen, all vehicle/plant movement will be strictly controlled at all times and a 5-mph maximum speed limit imposed. It is anticipated that there will be low levels of traffic access.

All persons working or visiting site will wear high visibility clothing.

### **3.1.16 Storage of materials & equipment**

Stock piles in the site will be monitored that they remain stored safely, in a stable condition.

Fuels and Lubricants will be delivered in double skinned bunded tanks, fit for purpose.

Open air compounds will be set up for the storage of fuels and LPG. They will be sited at least 6m from any building and be secured. The floors of the storage area will be well compacted and kept clear of any other flammable materials and waste. Adequate firefighting equipment and spillage kit at hand.

Asbestos containing materials will be stored only in designated skips awaiting removal from site.

Chemicals in small quantities will be held in secure storage, where quantities exceed 50 litres, storage will be in a fire-resistant structure, clearly marked "Highly Flammable", and kept closed when not in use. The issue of flammable substances will be kept to a minimum, sufficient only for the work in hand; unused quantities will be returned to stores daily.

Under no circumstances will substances be left on site out of hours.

Work at height whilst offloading will be continually monitored to ensure control measures are in place as required.

### **3.1.17 Other significant risks**

Not applicable

## 3.2 Arrangements for controlling health risks

### 3.2.1 Asbestos

An Asbestos Refurbishment and Demolition Survey undertaken by Micron Analytical report dated 3<sup>rd</sup> December 2021 has identified asbestos containing materials.

All asbestos containing materials will be removed by GBM licenced subcontractor under controlled conditions as specified in the relevant method statement.

Personnel involved in the removal of any non-licensed asbestos containing materials, will have a minimum of Training for Non-licensable Asbestos Work as defined in L143 “Working with Asbestos Containing Materials” Control of Asbestos Regulations Regulation 10.

All site personnel involved in the demolition process, will have a minimum of Asbestos Awareness Training as defined in L143 “Working with Asbestos Containing Materials” Control of Asbestos Regulations Regulation 10.

Any asbestos removed from the site will be as controlled waste. Waste asbestos will be suitably wrapped or packaged and placed in lockable skips. Disposal will be to licensed disposal facility by license carrier under the necessary consignment documentation.

If any further asbestos is discovered during the works, the operation will cease & the client and principal designer will be informed immediately. Through induction operatives will be informed that if any material discovered is suspected to asbestos then works must cease immediately and supervision informed.

### 3.2.2 Dealing with contaminated land

If any ground contamination is discovered during the works, the operation will cease & the client will be informed immediately.

Through induction operatives are to be instructed to wear suitable gloves and to adopt good personal hygiene when taking rest and food breaks.

### 3.2.3 Manual handling

The majority of the works operations are machinery-based activities however some works activities may involve the requirements to manually handle materials and equipment. All operatives receive regular training and refresher training in manual handling safe practice. Where possible identified manual handling operations will be reduced by the use of mechanised means *e.g., using barrows and trolleys to move brick and stone work.*

### 3.2.4 Hazardous materials

When purchasing materials every effort will be made to eliminate or substitute hazardous substances. Where hazardous substances are used, Product COSHH and Safety Data Sheets will be obtained from the manufacturer/supplier and either GBM UK or its contractors will produce COSHH assessments

All persons handling hazardous substances will be made aware of the risks associated with them in the site induction and from the product safety data sheet for that substance. All appropriate PPE will be worn whenever hazardous substances are to be handled and COSHH will be covered in relevant method statements and risk assessments.

Substances will be stored as to proactively and effectively prevent and control all sources of

pollution. All containers will be suitable and clearly labelled. Adequate fire fighting facilities will be readily available near storage and working areas.

### **3.2.5 Reducing noise & vibration**

Company standards insist that where noise levels reach 80dB(A) that all persons exposed wear approved PPE hearing protection.

All plant and equipment brought onto site must be adequately silenced and not produce excessive levels of noise and vibration. Works which are likely to create high noise levels will be programmed to minimise the impact on the local residents where possible.

The use of vibrating equipment is limited to comply with maximum daily exposure levels of 2.5m2/s. Operatives using equipment which produces vibration will ensure exposures limit levels are not exceeded. Where possible alternative methods of work will be used to eliminate the use of hand-held vibratory equipment e.g. machine mounted breakers as opposed to hand held breakers.

### **3.2.6 Working with ionizing radiation**

Not applicable

### **3.2.7 Exposure to UV radiation (sunlight)**

Education into the risks from exposure to sunlight is included in the toolbox library for use as required dependant on the time of year and weather conditions. In addition, sun cream is made available during the summer months with all site personnel also instructed to ensure full PPE is worn at all times.

### **3.2.8 Arrangements for controlling other significant health risk exposures**

#### **3.2.8.1 Contact with drug paraphernalia**

In the event of syringes, suspicious substances or drug related paraphernalia being discovered all operatives are to cease work and report it to the site manager immediately. This information will be briefed to all operatives in the site induction in addition to GBM Needlestick awareness training.

#### **3.2.8.2 Exposure to Leptospirosis (Weils disease)**

Personnel to have been issued with Leptospirosis cards / toolbox talks and information on Weil's Disease on a regular basis. Welfare facilities will be maintained to ensure high standards of personal hygiene over the course of the project.

#### **3.2.8.3 Exposure to Psittacosis**

Psittacosis is an infection caused by the bacterium Chlamydophila psittaci. It is primarily an infection of birds but can cause pneumonia and other severe health problems in humans. Within construction human infection is usually due to exposure to infected birds, such as pigeons. Where pigeons nest or have nested a specialist contractor will be engaged to ensure the site is safe prior to work commencing.

**3.2.8.4 Aspergillus Control**

Not applicable

**3.2.8.5 Exposure to Legionella**

Due to the risk of Legionella and other water borne bacteria potentially thriving in site water tanks and vessels used for dust suppression control measures will be implemented during the works as prevention.

Water tanks are to be drained down at the end of each shift to eliminate the risk of any stored water. Weekly the tanks and vessels are to be treated (chlorinated) to suppress any potential bacteria developing. Records of water management will be completed by the site supervisor and maintained on site. Following implementation of the controls the water will be tested.

In relation to water systems within the building for demolition, liaison with the client will identify any areas where legionella risk could potentially be present to implement controls to eliminate release and exposure.

**3.2.8.6 COVID-19 (Coronavirus)**

The company is committed to protecting its site employees and subcontractors during the uncertain times we are experiencing in the current COVID-19 (Coronavirus) outbreak.

Whilst sites are still operational measures need to be taken to both prevent and reduce any risk of potential contamination and spread of the virus in accordance with Government advice. Information on self-isolation & symptoms, distancing preventative measures and cleanliness measures will be cascaded to all site personnel through the site induction.

## 4.0 Health & Safety File

### 4.1 Layout & format

The format & layout of the Health & Site File is to be as stated in the Pre-Construction Information.

### 4.2 Arrangements for information collection & gathering of information

The contract manager & site supervisors are responsible for the collection recording & noting the presence of buried equipment, either forming part of the new works or that discovered in undertaking the works activities.

This information should be in the form of Notes, Records, Test data results, Surveys of Levels Distances and Depths suitably referenced to known or recoverable position and location. Digital Photos are preferred where possible to support other data.

Details of Special Materials and Processes and any special maintenance requirements shall be noted along with any special enforcements and certification.

### 4.3 Storage of information

All information will be kept at the site office until complete and will then be passed forwarded to the Client.

## 5.0 Site Health, Safety & Environmental documentation

### 5.1 Layout & format

Records of the management of contract safety, health & environmental documentation will be maintained as structured in appendix 1.

## 6.0 Environmental Considerations

### 6.1 Noise and Vibration

#### 6.1.1 Noise from operatives

Prior to the commencement of works, a toolbox talk will be given to all personnel working on site to reinforce the need to minimise noise and to avoid all necessary noise from vehicles, generators, shouting etc.

#### 6.1.2 Noise and vibration from demolition machines

The structures will be demolished using a modern demolition excavator that is fully serviced and maintained to the manufacturer's standards. Vibration levels produced by the demolition rigs whilst working are below 0.15mm/s and will not give rise to any adverse impacts to sensitive receptors.

#### 6.1.3 Noise from breakers and crushers

No crushers will be used on site, breakers used on site will be the latest equipment fitted with the latest silencers that are fully serviced and maintained to the manufacturer's standards. The structures will be demolished, as far as possible, using a processor that gradually lifts off

## 6.0 Environmental Considerations

brickwork or crushes the concrete using hydraulic rams, rather than a breaker which uses an impact hammer which is much noisier.

### **6.1.4 Noise from generators etc**

Generators used on site for temporary power supplies will be the latest equipment that is fully serviced and maintained to the manufacturer's standards and will only be run when power is specifically needed. This requirement will be for the soft strip phase for lighting and power tool use. The generators will be located immediately outside the existing structure to prevent cables being ran across the site whilst considering any neighbouring properties adjacent.

### **6.1.5 Noise from traffic**

All traffic entering the site will be compliant with current legislation and will be held within the site, on specific waiting areas, during any waiting periods. Lorry engines will be turned off whilst waiting.

### **6.1.6 General noise**

No machines will be started up or demolition works commenced before the hours of 08.00hrs and will not operate or will demolition continue after the hours of 18.00hrs Monday to Friday. No weekend works are to occur on site with permission from the client.

Sound levels will be monitored at each site boundary side in accordance with requirements of the Section 80 before and during demolition operations to determine the effects of the work. Noise levels are predicted to be well below the 75dB criterion adopted for this assessment at all receptors.

Neighbouring premises will be liaised with in order that they are aware of the unavoidable works and may be able to make their own arrangements to minimise the nuisance to themselves and have contact numbers in case of problems.

## **6.2 Dust and Air Quality**

### **6.2.1 Site surface dust**

A GBM environmental unit will be based on site that will be capable of damping down surface dust during any dry conditions. The suppression units will be primarily located around the existing building for use during the demolition works however the unit will be moved around site as required and conditions dictate.

### **6.2.2 Dust from demolition**

Demolition will take place on one front only at any time giving one source of dust. A Dustfighter Unit will be positioned to blow a damper mist across the area of work to damp down the dust and prevent the material leaving the site area. An additional direct water spray will be used should the Dustfighter not be dealing with the dust problem due to adverse weather conditions. The situation will be monitored and any additional mobile spray units will be available if required.

### **6.2.3 Dust from asbestos removal works**

All asbestos removal works will be carried out fully in accordance with the Control of Asbestos Regulations 2012 which requires measures to be taken to ensure that asbestos fibres do not migrate to air.

## 6.0 Environmental Considerations

### **6.2.4 Dust from vehicles**

Vehicle movements on site will be kept to a minimum by leading vehicles directly from the entrance into the site. The GBM environmental unit, based on site will be used to damp down surface dust during dry conditions. Lorry engines will be switched off during waiting to minimise dust disturbance.

### **6.2.5 Diesel fumes**

The structures will be demolished using a modern demolition excavator that is fully serviced and maintained to the manufacturer's standards. The engine will only be run when working. Lorry engines will be switched off during waiting to minimise dust disturbance.

### **6.2.6 Smoke and fumes**

Under no circumstances will there be any intentional fires or burning of any material on site, this information will be cascaded to site personnel at induction.

## **6.3 Water pollution**

### **6.3.1 Site detritus**

The main potential receptor for surface water run-off are the existing drains on and adjacent to the site. Affected drains will be covered where necessary to prevent any run off entering the existing systems. Drainage removed as part of the demolition works will have the run plugged at the nearest manholes.

The site will be regularly cleaned up as works progress by machine scraping to minimise detritus available to be washed into drains. Dust suppression will be monitored and controlled to avoid over wetting and runoff into drains. Suppression used during the works are of a water mist type therefore minimising the risk of any potential run off or over wetting. In the event of any water being identified as being required to discharge to existing drainage the necessary discharge permits will be obtained from the Environment Agency / local authority.

### **6.3.2 Fuel oils**

All fuel oils will be held in bunded tanks located a minimum of 6.0 metres from any building or drain. Re-fuelling will be carried out using drip trays. Spill kits will be available on site at all times.

### **6.3.3 Lubricants**

Biodegradable oils will be used in all machines. All drums of lubricants will be stored in bunded containment.

## **6.4 Biodiversity**

### **6.4.1 Protection of trees**

Not applicable – no trees within site

### **6.4.2 Nesting birds**

The client will advise of any issues in relation to nesting birds ahead of the works commencing. During the works operatives will be vigilant for evidence of nest sites and in the event of nesting birds being suspected works are to cease and the client informed. The works are occurring outside of the nesting period.

## 6.0 Environmental Considerations

### **6.4.3 Bats**

The client is to advise of any potential issues with regard to bats being present on the structure. During the works if any areas are identified then this will be referred back to the Client to arrange the necessary consultations with Natural England.

### **6.4.4 Other protected species**

There are no indications of the presence of other protected species on the site, however, if any indications do arise of the presence of other protected species this will be referred back to the Client to arrange the necessary consultations with Natural England.

### **6.4.5 Invasive Species**

There are no indications of the presence of Invasive Species.

In the event of any areas of invasive species being identified the works will cease and the client informed so further investigative works can be carried out.

## **6.5 Waste Management**

### **6.5.1 Site office waste**

Site office waste will be sorted to provide separate can, bottle and paper collection for recycling and a food waste bin that will be removed in the non-recyclable skip.

### **6.5.2 Asbestos waste**

All asbestos removal works will be carried out fully in accordance with the Control of Asbestos Regulations 2012. Notifiable materials and all small items of waste will be placed in a red bag then a clear bag prior to being placed in a suitable skip for removal to a facility with the appropriate waste licence, fully in accordance with ACOP L143. Any asbestos cement sheets will be removed using a skip or suitably prepared lorry for removal to a facility with the appropriate waste licence fully in accordance with ACOP L143.

### **6.5.3 Buildings clearance waste**

Buildings clearance waste will be sorted to provide separate metals, bottle and paper collection for recycling other non-recyclable materials will be removed in the non-recyclable skip.

### **6.5.4 Waste timber**

Waste timber will be placed in a skip or lorry for removal to a suitably licenced processing facility for recycling as mulch.

### **6.5.5 Waste Metals**

All waste metals will be recovered and sent to a suitably licenced facility for further sorting ready for recycling.

### **6.5.6 Brickwork and blockwork**

Brickwork and blockwork will be cleaned of timber etc, sorted and removed from site for processing to provide recycled construction aggregates.

### **6.5.7 Concrete**

All concrete will be pulverised to remove the reinforcement, cleaned of timber etc, sorted and removed from site for processing to provide recycled construction aggregates.

## 6.0 Environmental Considerations

### 6.5.8 Soils

It is not anticipated that any soils will be produced by the demolition process, should any soils be produced they will be removed from site for processing and further testing / grading as necessary.

## 6.6 Site Traffic Impact

### 6.6.1 Traffic management

Deliveries of materials & equipment will be scheduled to meet the progress of the works program & ensure safe areas compatible with the safe loading and unloading are available. Access to the site will be off West Common Lane via the existing access road through the carpark.

Deliveries to site will be instructed at point of order of the site delivery point and instructed to contact the site ahead of arrival in order to be met by the site traffic marshal. The traffic marshal will open the gates and control the vehicle movement into the site. Following the loading or unloading operation, the traffic marshals will open the exit gate and assist with the exiting of the vehicle, ensuring that the safety of pedestrians and other vehicles in the area is not compromised. Vehicles are to adhere to a 5mph speed limit through the car park.

### 6.6.2 Site deliveries

Deliveries to site during the demolition phase are likely to be less than two per day on average, normally consisting of small plant, fuel once per week, facilities maintenance once per week. The larger plant movements delivering machines to site will probably be approximately four movements on and four movements off site. This will be planned around periods of lower traffic movements to reduce any potential disruption in the area.

### 6.6.3 Waste off site

Waste off site will including timber, asbestos containing materials, scrap metals, recyclable and non-recyclable waste. Movements will average less than two per day and will not have a peak exceeding say, five per day, and on some days there will be no waste off site because of the nature of the works over certain long periods whilst actual demolition is occurring rather than buildings clearance.

### 6.6.4 Personnel

Wherever possible personnel will travel to site together to minimise the number of journeys required. There is more than adequate parking on site in the compound for works vans and any visitors to site.

### 6.6.5 Proposed vehicle routes

Access to the site will be directly from West Common Lane.

The provision of a wheel washing facility will be located on site, if required, from the offset to ensure no debris is carried onto the highway.

## Appendix 1: Site H, S & E Management Documentation

Section No.	Ref.	Appendices
<b>1</b>	<b>Operational Records</b>	
	1.1	Plant / Equipment Hire Log
	1.2	Material / Waste Log
	1.3	Waste Transfers Notes, Waste Permits etc, Scrap Collection Records
<b>2</b>	<b>Contract Information &amp; Specification</b>	
	2.1	Pre-Construction Information
	2.2	Programme
	2.3	Drawings (inc register)
	2.4	Isolation certificates / Service Drawings / Obstructions
	2.5	Specifications
	2.6	Section 80
	2.7	F10 (where applicable)
	2.8	Certificate of completion / substantial completion
<b>3</b>	<b>Asbestos Management</b>	
	3.1	Asbestos Survey
	3.2	Air Clearance
	3.3	Consignment Notes
	3.4	Asbestos Duration Sheets
<b>4</b>	<b>Contract SHE Documentation</b>	
	4.1	Site Inductions & Site Attendance / Visitors Book
	4.2	Safety, Health & Environmental Plan
	4.3	Method Statements
	4.4	Risk Assessments – Noise / Fire / Manual Handling / Lead / Environmental
	4.5	COSHH Assessments
	4.6	Plant Operator Training Records
	4.7	Toolbox Talks
	4.8	Appointment to Mount Abrasive Wheels
<b>5</b>	<b>Site SHE Inspections, Certificates &amp; Permits</b>	
	5.1	Plant Inspection Sheets
	5.2	Thorough Examination Certificates / Service Reports / Calibration certs
	5.3	Scaffold Inspection Register & Handover Certificates
	5.4	Excavation Inspections Register
	5.5	Work Equipment Inspections
	5.6	Lifting Equipment & Accessories Inspections
	5.7	Weekly SHE Site Inspection & SHE Advisor Inspection
	5.8	Permits – Demolition Hot Works, Excavation, Lifting Operations, Confined Space
	5.9	PPE Issue Register
	5.10	NCR / Complaint Forms / Incident Report forms / Near Miss / Damage report forms / Damage to service report form
<b>6</b>	<b>General QSHE Information</b>	
For notice board	6.1	Health & Safety, Environmental & Policy Statements
	6.2	Employers Liability Insurance Certificate
	6.3	1 <sup>st</sup> Aiders / Fire action / Emergency Contacts / Assembly point
	6.4	Site rules
	6.5	Hand Arm Vibration & Noise Level Guide

## Appendix 2: Contract fire risk assessment

<b>Responsibility for control measures on site by:</b>	Site Supervisor
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Hazard Present	Y	N	Control measures to reduce risk
Accumulation of flammable materials	Y		All bins emptied daily. Skips containing flammable materials located away from site buildings (6 metres minimum)
Poor storage of materials	Y		Flammable substances stored in secure metal store. Combustible materials stored within secure non-combustible structures or open areas of site a suitable distance away from site accommodation. Combustible waste to be regularly collected & stored in a skip away from temporary buildings, stores or equipment.
Smoking	Y		Smoking only permitted at designated point (not in offices).
LPG cylinder storage	Y	N	Stored in designated secure compounds with warning notices displayed denoting “Highly Flammable Liquids”, “No Smoking” Oxygen & acetylene stored separately from LPG
Security of premises/ arson prevention	Y		Site compound boundaries secure, all equipment /materials stored in compound out of hours. Fuel stores locked when not in use.
Access/ egress blocked	Y		Fire exits kept clear at all times (signed). All vehicles parked in designated areas only. Conduct weekly inspections of escape routes, fire brigade access, fire-fighting facilities & work areas.
Missing persons	Y		All personnel must report to site office. All visitors/ contractors to sign in & out.
Ineffective evacuation	Y		Fire Action signs prominently displayed throughout site. Evacuation procedure in briefed to personal at induction. Evacuation drills periodically tested.
Fire protection inadequate	Y		Liaise with Client over existing fire arrangements for welfare & compound area. Portable fire extinguishers available. Equipment checked regularly. Hot Work Permit used. Weekly checks of fire fighting & protection equipment
Electrical equipment faulty or overloaded	Y		Electrical equipment free from obvious defect & portable appliances tested. Sockets not to be overloaded. Electricity supplies must be installed in accordance with current Regulations

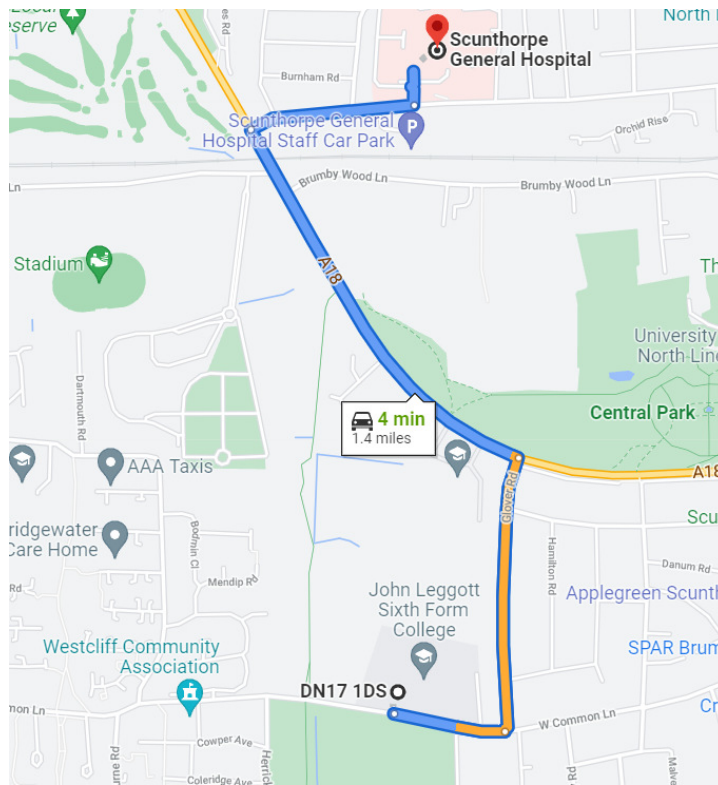
### Appendix 3: Emergency information directory

Site details			
<b>Address:</b>	GBM Demolition, West Common Lane Changing Rooms, West Common Lane, Scunthorpe, DN17 1DS		
<b>Access details:</b>	Site entrance off West Common Lane		
<b>Site Supervisor:</b>	Tbc4	<b>Tel.</b>	Tbc5
<b>Other emergency contacts:</b>	Andrew Grantham Andy Harris Ben Slack	<b>Tel.</b>	07768 605772 07585 901878 07831 171002
<b>1<sup>st</sup> aiders:</b>	Tbc4	<b>Tel.</b>	Tbc5
<b>Fire marshals</b>	Tbc4	<b>Tel.</b>	Tbc5
Nearest A & E Hospital			
<b>Address:</b>	Scunthorpe General Hospital, Cliff Gardens, Scunthorpe, North Lincolnshire, DN15 7BH		
<b>Telephone:</b>	01724 282282		
Health & Safety Executive			
<b>Address:</b>	Nottingham HSE Office, Kingsley Dunham Centre, Nicker Hill, Keyworth, Nottingham, NG12 5G Tel. 0300 003 1747		
<b>Concerns team no.</b>	0300 0031647		
<b>Incident Centre no.</b>	0345 300 9923		
Environmental Agency			
<b>General Enquiry Line</b>	03000 996699		
<b>Emergency Hotline</b>	0800 807060 (reporting pollution incident)		
Local emergency services ( <i>in event of emergency dial 999</i> )			
<b>Local Police:</b>	Humberside Police, Scunthorpe West Police Station, Burringham Rd, Scunthorpe DN17 2BH (Tel. 0845 6060222)		
<b>Local Fire:</b>	Scunthorpe Fire Station, 42 Laneham Street, Scunthorpe, North Lincolnshire, DN15 6PB (tel. 01724 295900)		
<b>Local ambulance:</b>	999		
Utility providers 24hr emergency contacts			
<b>Electricity:</b>	Northern Power Grid 0800 668877		
<b>Gas:</b>	Cadent 0800 111 999		
<b>Water:</b>	Anglian Water 0800 771881		
<b>Telecommunications:</b>	Openreach 0800 616866		
<b>Street lighting</b>	North Lincolnshire Council 01724 297000/ 01724 276444 (Out of Hours)		

### Appendix 4: Direction to nearest A & E hospital

<b>Nearest A&amp;E hospital:</b>	Scunthorpe General Hospital, Cliff Gardens, Scunthorpe, North Lincolnshire, DN15 7BH
<b>Telephone:</b>	01724 282282

**Directions to nearest A&E hospital:**



1. Turn right out of site & head east on West Common Lane towards Belvedere Drive for 0.2 mi
2. At the roundabout, take the 1st exit onto Glover Road for 0.4 mi
3. Turn left onto Kingsway / A18 for 0.6 mi
4. Turn right onto Church Lane for 0.2 mi then turn left
5. Go through 1 roundabout and in 259 ft arrive at destination

**Scunthorpe General Hospital, Cliff Gardens, Scunthorpe, DN15 7BH**

**In event of emergency services being required dial 999 immediately**

<b>Appendix 5: Site rules</b>	
<b>Contract Manager:</b>	Tbc1
<b>Site supervisor(s):</b>	Tbc4
<b>Welfare facilities</b>	
<ul style="list-style-type: none"> <li>• Toilets and hand washing facilities are available in main compound</li> <li>• Drying rooms/ mess huts are available in main compound</li> <li>• ALWAYS wash hands after work and before eating to minimise the risk from Leptospirosis (Weil's disease)</li> </ul>	
<b>Emergency procedures</b>	
<b>First aid kits located:</b>	Site office & in site vans
<b>First aiders are:</b>	Displayed on notice board
<b>Nearest A &amp; E dept:</b>	Displayed on notice board
<b>Fire extinguishers at:</b>	Site office & in site vans
<b>Fire alarm:</b>	Air horn
<b>Fire assembly point:</b>	Outside side entrance
<b>Spill kit(s) location:</b>	Spill kits available in site office & nominated vehicles
<b>Incident reporting</b>	
<b>Incidents &amp; near misses</b>	Need to be reported immediately to the site supervisor
<b>PPE requirements</b>	
Hard hat, High vis jackets, gloves & Safety footwear must be worn at all times. Other items of PPE to be worn in accordance with client or risk assessment requirements i.e. Gloves, Ear defenders, Dust Masks	
<b>Site access &amp; vehicles</b>	
Site speed limit and access is 5mph. Be aware of moving plant in work areas, use designated pedestrian routes where provided. Mobile phones must not be used whilst driving. Be aware of other road users and pedestrians around site. All deliveries in car park must be controlled by a traffic marshal.	
<b>Asbestos</b>	
Asbestos survey is held in site file and identifies asbestos containing materials. All personnel must have asbestos awareness training. During works if any further asbestos containing material is suspected or discovered operatives must cease work immediately and report to site supervisor.	
<b>Existing services</b>	
Services within building isolated, (confirmation in site file). Permit to break ground to be issued prior to breaking ground.	
<b>Drugs &amp; alcohol</b>	
It is forbidden to be on site under the influence of alcohol or non-prescription drugs. If you appear or show signs of the effects drugs or alcohol you will be screened and if found positive banned from site and face disciplinary action. If you are on any form of medication from your GP you must inform the supervisor in charge prior to you commencing work.	
<b>Safe systems of work</b>	
RA's/ MS' must be provided before working on site. All operatives must be briefed on the RA & SSoW that are relevant to the work that they are going to undertake a signed briefing sheet to confirm understanding must be retained on site.	

<b>Appendix 5: Site rules</b>
<b>Permit to work requirements</b>
Permits are to be obtained prior to works commencing from GBM Site Supervisor and are in operation on this site for; Hot works, demolition, excavations & lifting ops
<b>Operation of plant</b>
<p>Training records must be provided prior to work commencing &amp; must be a recognised qualification. CCDO / CPCS cards are a minimum for working on this contract. No training records, No work.</p> <ul style="list-style-type: none"> <li>• Plant &amp; machinery must only be used by trained &amp; competent operators &amp; certificates of thorough examination must be supplied</li> <li>• Seatbelts MUST be worn at all times</li> <li>• Weekly plant check sheets are required</li> <li>• DO NOT use mobile phones or MP3 players whilst operating plant</li> <li>• Banksmen/ Slings must be used when required</li> <li>• Security: We need to protect plant from unauthorised access and possible theft. When not in use, all plant &amp; fuel bowsers must have keys removed &amp; be locked.</li> </ul>
<b>Electrical equipment:</b>
No 240v, 110v PAT only- any cables to run tidy at all times
<b>Lifting equipment</b>
All lifting equipment & accessories must hold a current certificate of thorough examination
<b>Noise &amp; vibration</b>
<p>Hand held power tools to be used must have exposure monitored &amp; recorded. Ensure hearing protection worn in accordance with noise &amp; risk assessments. Avoid unnecessary noise such as shouting.</p>
<b>Excavations</b>
Permit to dig to be obtained before digging, all excavations must be fenced & inspected before entry.
<b>Work at height</b>
All equipment for work at height must be inspected & operated by trained & competent persons only.
<b>Hazardous substances</b>
Substances must be stored & labelled correctly in a bund or on banded pallets & disposed of correctly. CoSHH data is required for all substances used on site.
<b>Manual handling</b>
Use mechanical means to move materials/ equipment where possible. If manual handling unavoidable ensure trained in correct lifting techniques & undertake assessment of operation-report any issues to your supervisor
<b>Drug paraphernalia</b>
In the event of suspicious substances or drug related paraphernalia being discovered all operatives are to cease work and report it to the site manager immediately.
<b>General</b>
Take reasonable care for your own safety & anyone else who may be affected by your actions. Keep your work area tidy at all times to prevent slips trips and falls.
<b>Other</b>
<ul style="list-style-type: none"> <li>• Working hours 07.30 – 18:00</li> <li>• No plant to be started or noisy operations to occur before 08:00hrs or after 18:00hrs</li> <li>• No burning of waste on site</li> <li>• Remember the site is adjacent a college car park – do not engage with students /</li> </ul>

## Appendix 5: Site rules

members of the public unless approached. If approached be courteous and refer any questions to the site manager immediately.

- Avoid shouting and do not use bad language.

### COVID-19 (Coronavirus)

The company is committed to protecting its site employees and subcontractors during the uncertain times we are experiencing in the current COVID-19 (Coronavirus) outbreak.

Whilst sites are still operational measures need to be taken to both prevent and reduce any risk of potential contamination and spread of the virus. The following controls must be implemented on each site;

#### 1. Self-isolation & symptoms

- Any person displaying any of the symptoms as advised by the NHS such as a new and continuous cough, high temperature or a loss or change to sense of smell or taste must stay at home and arrange for a test
- Workers who are contacts of individuals who test positive for COVID-19 must self-isolate for a period of 10 days, unless they are fully vaccinated, they should however do a daily lateral flow test to check they have not contracted Covid. If they test positive or get any COVID-19 symptoms, they should self-isolate immediately and get a PCR test.
- Any person returning to work following isolation must confirm that they are symptom free and have followed the latest UK Government advice around self-isolation.
- Ensure the company is aware of any underlying or relevant health conditions and that your emergency contact information is current.

#### 2. Distancing preventative measures


- a. Sites are to accept no cold callers, reps or other unnecessary site visitors unless previously authorised.
- b. Where ever possible maintain a distance from other workers of 2 metres.
- c. Stagger breaks to ensure personnel can distance themselves heading the governments advice of keeping 2 metres apart.
- d. FFP3 respiratory protection and latex gloves are available

#### 3. Cleanliness measures

- a. Wash hands regularly and thoroughly with warm soapy water for at least 20 seconds especially;
  - i. before eating or handling food or after coughing or sneezing.
  - ii. when you get home or into work
- b. Dry your hands with disposable towels or hand dryer, not linen towels that are shared.
- c. Cover your nose and mouth when you sneeze or cough with a tissue then dispose of the tissue in a bin.
- d. Ensure site accommodation facilities are hygienically maintained using cleaning products to disinfect objects and surfaces that are touched regularly.
- e. Do not share cups and cutlery.
- f. Avoid sharing tools and equipment where possible
- g. Use hand sanitiser or wash hands with soap and water before and after using shared tools and equipment
- h. Hand sanitiser, soap, cleaning materials and tissues are available.

If any person is knowingly ignoring the above advice, please report to the site supervisor. If you have any other concerns, please contact your Contracts Manager.



<b>Appendix 7: Method statements</b>	
<b>7.1 General requirements</b>	
<b>Description of the works</b>	
Name of Contract:	North Lincolnshire Council – West Common Lane Changing Rooms demolitions
Contract Number:	J1403
Contract location:	<p>West Common Lane Changing Rooms, West Common Lane, Scunthorpe, DN17 1DS (as shown below). Access to the site will be off West Common Lane using the existing access road through the carpark through to the site.</p>  <p>No delivery restrictions have been advised however deliveries will be planned to avoid peak congestion times.</p> <p>No vehicles are to park on any surrounding roads waiting for access. All vehicles accessing the site will adhere to a 5mph speed limit and be met by a traffic marshal at the site to ensure any reversing maneuvers are under the control of a traffic marshal at all times.</p> <p>Care must be taken by all entering and leaving the site due to the road and proximity of pedestrians and other road users.</p> <p>During the Covid 19 pandemic operatives are to travel to and from site alone wherever possible. All personnel are to wash their hands for 20 seconds using soap and water when entering and before</p>

<b>Appendix 7: Method statements</b>		
<b>7.1 General requirements</b>		
<b>Description of the works</b>		
	leaving the site.	
Contract description:	<p>The works are to demolish the West Common Lane Changing Rooms. Works comprise of the following;</p> <ul style="list-style-type: none"> <li>• Asbestos removals to all buildings</li> <li>• Soft strip to all areas for demolition</li> <li>• Demolition of the existing superstructure</li> <li>• Removal of slabs (foundations to remain)</li> <li>• Levelling of site</li> <li>• Removal of all arisings</li> </ul>	
Start on site:	January 2022	
Anticipated duration:	2 weeks	
<b>Management of the works</b>		
<b>Management team</b>		
<b>Role</b>	<b>Name</b>	<b>Contact no.</b>
Contract Director	Andrew Grantham	07768 605772 <a href="mailto:a.grantham@gbmmuk.com">a.grantham@gbmmuk.com</a>
Contracts Manager	Tbc1	Tbc2 Tbc3
Demolition Supervisor(s)	Tbc4	Tbc5 Tbc6
Contract administrator	Julie Haywood	01507 607289
SHE Advisor	Ben Slack	07831 171002
Customer contact	David Fox	07717 586622
<b>Welfare &amp; emergency management</b>		
Site security:	<p>Site work area to be sufficiently secured to prevent other contractors &amp; members of the public entering the work area by GBM as per site management plan. Heras fencing to be positioned as required by GBM to the external of the structure and during mechanical demolition works to form the exclusion zone. Records will be kept of all persons attending site.</p> <p>During Covid 19 outbreak site to not accept any non-essential visitors. Operatives to wash or clean their hands before entering or leaving the site.</p>	
Site inductions:	<p>All site personal will attend a site induction by GBM induction. The site induction will include a briefing on dust suppression requirements including to stop works and notify the site supervisor immediately if any dust is observed leaving the site.</p> <p>Prior to commencing works at the start of each shift a daily briefing will be completed by the GBM Supervisor with relevant information to be disseminated to the workforce which will be acknowledged by signatures.</p>	

## Appendix 7: Method statements

### 7.1 General requirements

#### Description of the works

	During Covid 19 outbreak number of people in attendance at site inductions and briefings reduced to ensure social distancing maintained and where possible held outdoors.
Welfare facilities:	<p>Welfare requirements will be installed &amp; maintained by GBM prior to the works commencing providing toilet facilities, an area for rest with a supply of hot &amp; cold water, washing facilities with warm water, soap &amp; disposable towels, accommodation for drying &amp; storing clothing. Facilities will be provided by the use of a self-contained unit.</p> <p>During Covid 19 outbreak social distancing to be maintained in canteen, toilets and smoking areas. Cleaning regimes to be increased. Breaks to be staggered to enable social distancing.</p>
1 <sup>st</sup> Aid Arrangements:	First aid facilities will be available on site along with a sufficient number of trained personal to administer 1 <sup>st</sup> aid if required. 1 <sup>st</sup> aiders will be indicated by posters on site and through the induction. 1 <sup>st</sup> Aider for the works will be confirmed through the site induction.
Fire:	Suitable fire extinguishers shall be provided in any accommodation units, nominated vehicles at the works site & where hot works are to be undertaken. Two fire extinguishers are required for each hot work permit issued
Spillage:	Spill control equipment & persons trained in their use to be available provided by GBM. Spill drill to be simulated once set up on site to ensure response sufficient.
Other:	Emergency procedures will be clearly displayed & disseminated to all personal on site through the induction process detailing local & national contact details in the case of an emergency.

## Appendix 7: Method statements

### 7.1 General requirements

#### Description of the works

#### Plant & equipment

All plant and equipment used shall have current certificates of test & thorough examinations where applicable & shall only be operated by competent persons. Mobile plant shall be subject to pre-use inspections by the operator which will be recorded daily in the plant inspection book. All standing plant, generators etc. shall have a drip tray and an emergency spill kit readily available in the event of a spillage. All power and hand tools will be in good working order and checked by users on an ongoing basis.

All plant operated by GBM is less than 3 years old with engines classified as Euro VI for emissions. At the pre-use inspection the plant will be checked to ensure emissions are free from visible or odorous emissions. In the event of any emissions being suspected the plant will not be operated and the issue reported to the site supervisor to be assessed by a fitter.

During Covid 19 pandemic nominated drivers are to operate plant where possible to prevent multi use. Plant cabs are to be cleaned internally daily by the operator and before any change of operator. The cleaning is to be undertaken by the operator whilst wearing gloves and using disposable cloth / towel and standard cleaning products.

Plant/ equipment required	Operator competence required	Inspection/ examination certificates required
Demolition excavator	Yes (CPCS / CCDO)	Thorough exam cert & Plant inspection
CAT & Genny	Yes	Calibration certificate
Stihl saw & dust suppression	Yes (Abrasive wheels)	Power tool inspection
Substances (as per CoSHH)	CoSHH assessment	MSDS to be provided
Power tools	Risk assessment briefing	PAT, Visual inspection
Hand tools	Risk assessment briefing	Visual inspection
Tower scaffold	Yes (PASMA)	Tower scaffold inspection

#### PPE Requirements

Item	Y or N	Item	Y or N
Safety boots (S Class with steel toe cap and midsole)	Y	Hearing protection	To be available
High vis vest / jacket	Y	Eye protection (grade 1)	To be available
Overall trousers (no jogging or tracksuit bottoms)	Y	Respiratory protection	Y- P3
Safety helmet	Y	Other (state)	-
Eye protection (EN166)	Y		
Gloves	Y		

**NO SHORTS PERMITTED. HOODIES OR HEADWEAR (PEAKED CAP, WOOLEN HAT OR SIMILAR) ARE NOT PERMITTED UNLESS SPECIFICALLY MADE TO BE WORN BENEATH SAFETY HELMETS**

<b>Appendix 7: Method statements</b>									
<b>7.1 General requirements</b>									
<b>Description of the works</b>									
<b>Associated CoSHH assessments</b>									
<u>Title</u>	<u>Classification</u>				<u>PPE required</u>			<u>Risk rating</u>	
Concrete / brick dust								Medium	
Diesel								Low	
Engine oil								Low	
Gear transmission oil								Low	
Grease								Low	
Plaster board / dry linings								Medium	
Petrol								Medium	
<b>Classification key:</b>									
Explosive	Oxidising	Flammable	Toxic	Health effects	Irritant / Harmful	Corrosive	Dangerous to environment	Gas	
<b>PPE Required key</b>									
Gloves	Overalls	Dust/fume mask	Breathing apparatus	Glasses	Face visor				
<b>Other associated documents</b>									
<u>Title</u>					<u>Title</u>				
Contract drawings & specification					Service drawings				
Demolition & refurbishment asbestos survey					Isolation certificates				
<b>Permits required</b>									
<u>Title</u>					<u>Title</u>				
Permit for demolition					Permit to Hot work				
Permit to break ground									
<b>Environmental considerations</b>									
<b>Waste</b>									
Waste will be removed by licensed carriers accompanied with appropriate waste transfer documentation. Copies of permits for disposal locations as detailed on transfer documentation will be held on site. Waste held on site in bins will be covered as necessary to prevent any wind-blown debris, litter or dust.									
<b>Substance storage</b>									
Substances will be stored in bunded containment at all times, protected from rain to reduce water build up and within a designated heras fenced secured area (diesel bowser 2000 litres, oils 25 litre drums). Any heras fencing used to secure refuelling areas will have debris netting secured to the full height of the fencing. All containers will be suitable and clearly labelled. Adequate firefighting facilities & spill kits will be readily available near storage and working areas.									

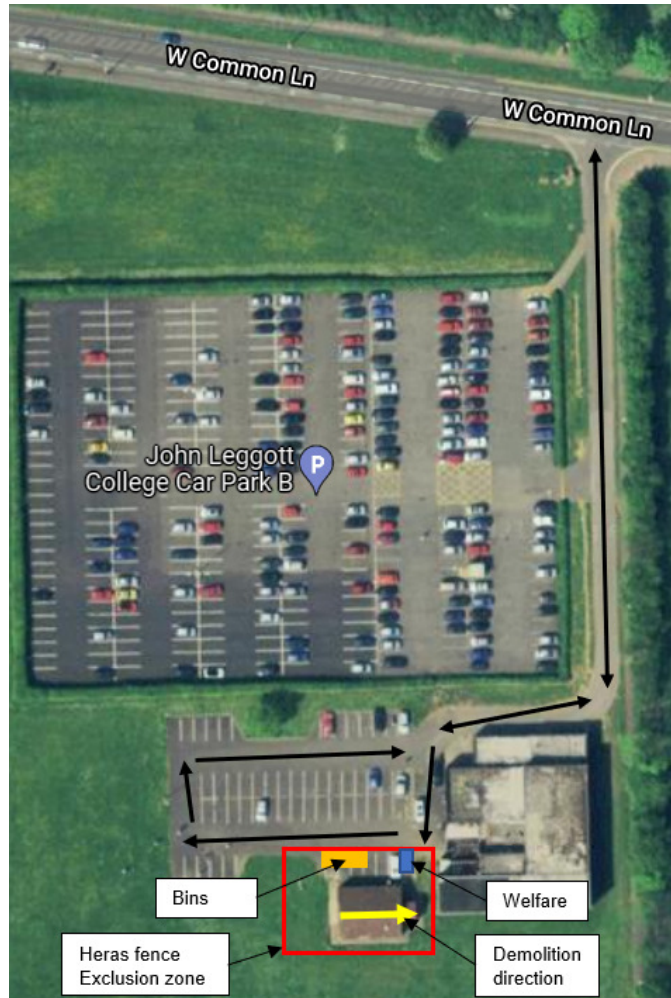
<b>Appendix 7: Method statements</b>			
<b>7.1 General requirements</b>			
<b>Description of the works</b>			
<b>Emissions</b>			
<p>During the works a watching brief will be in place to ensure the controls in place to control dust migration are suitable. Prior to commencing any activity where dust could potentially be created the supervisor is to ensure suppression controls are implemented and checked to ensure functional prior to the works commencing. Dust will typically be controlled by dampening down as required by applying water spray manually. A good pressure water supply is to be made available by the client to supply GBM dust suppression equipment. The site supervisor and banksmen will keep a watching brief of the works to ensure the controls for suppressing dust etc. are suitable and sufficient. Any complaints from adjacent stakeholders regarding dust or other emissions will be directed to the site supervisor. Any deficiency will be immediately addressed and a note made in the site diary of the event and action taken.</p> <p>Noise levels during the works will be indicatively monitored by the GBM Supervisor to ensure levels do not exceed 75dBA at the boundary, a record of will be made on GBM form Noise assessment record - GBMF12</p>			
<b>Other</b>			
<p>Working Hours are Monday to Friday 07.30 – 18:00hrs</p> <p>No noisy operation before 08:00hrs</p> <p>Dust control is an absolute priority on the contract.</p> <p>Do not engage with passers by directly unless approached. If approached be courteous and refer any questions to the site supervisor immediately.</p> <p>Avoid shouting and do not use bad language.</p>			
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
<b>Name (Print)</b>	<b>(Name Sign)</b>	<b>Company</b>	<b>Date</b>
1.			
2.			
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9.			
10.			

## Appendix 7: Method statements

### 7.2 Site set up & plant / equipment delivery

Scope: The delivery to site of the 'Plant' and 'Waste Containers' for use during the works and security of the site.

#### Photos / drawings



Above – Site management plan, refer to notice board

<p>1.</p>	<p>The vehicle access point for the works is from West Common Lane using the existing car park access road. All vehicles on arrival to site to await traffic marshal control before maneuvering. All vehicles to adhere to a maximum 5mph speed limit through car park.</p> <p>Site supervisor to confirm with the Client that any delivery restrictions have been agreed.</p>			
<p>2.</p>	<p><b>HOLD POINT</b>– Site Supervisor to confirm:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 20%; text-align: center;">Sign</td> <td style="width: 20%; text-align: center;">Date</td> </tr> </table>		Sign	Date
	Sign	Date		

<b>Appendix 7: Method statements</b>		
<b>7.2 Site set up &amp; plant / equipment delivery</b>		
3.	All delivery drivers will be reminded of social distancing requirements on arrival and asked to wash hands before commencing offloading operations and again prior to leaving the site. All delivery drivers will receive a driver's brief on arrival delivered by the Gateman / traffic marshal.	
4.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
5.	All plant and equipment that will be delivered to site will be planned and notified in advance. The pre-determined and agreed access route along will be used with all drivers abiding by traffic and site rules i.e. speed restrictions. Where practicable deliveries of such equipment will be arranged for either early morning or late evening to avoid disruption to local traffic. Access to the demolition works site will be controlled by a traffic marshal.	
6.	Confirmation that a “traffic marshal” will be used to control the delivery vehicles movements while within the demolition site area. Including access and egress into the site.	
7.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
8.	The traffic marshal will direct the driver to the unloading area / point within the site. Vehicle movement will be under the control of a traffic marshal at all times. Any vehicle parked will be instructed to switch off its engine to prevent unnecessary emissions. Any plant on the vehicle will remain chained until it arrives at the unloading point.	
9.	Once the vehicle has arrived at the unloading area the plant / equipment will be unloaded from the vehicle.	
10.	For delivery of plant (excavator) unloading and loading will have to occur on the car park. Low loader will be parked outside the site entrance. Prior to any plant being offloaded / loaded the area will be secured and marshalled each side of the low loader to ensure during the offloading process no members of public are in the area. The excavator will be offloaded onto timber to protect the existing surface, the timbers will be positioned accordingly by operatives to enable the excavator to track into site without damaging the existing surface.	
11.	Site welfare / storage units are delivered to site on a flatbed vehicle with hydraulic lift equipment. Certificates for the lifting equipment and the operator shall be available for inspection to ensure the equipment is within its test period, suitable to carry out the task and the operator is competent to carry out the lifting operation. <i>(Supplier to provide risk assessment &amp; method statement)</i>	
12.	The cabin will be lifted into position by the vehicle hydraulic lift equipment. Guide ropes may be fitted to the cabin to safely guide and direct the cabin during the lifting and manoeuvring operations. At no time will any operative stand directly underneath the load as the lift is underway, a safe distance will be maintained at all times. It should be	

<b>Appendix 7: Method statements</b>			
<b>7.2 Site set up &amp; plant / equipment delivery</b>			
		noted that facilities may be delivered to site on the rear of hook wagons. The positioning of the cabins will be so that maximum use of the space is made. Safe access to the site facilities will be maintained at all times.	
13.		Once unloaded delivery vehicles will then exit the demolition area under the direct control of the “traffic marshal” (observing delivery restrictions) to the access point and will leave site using the nominated traffic route.	
14.		The security of the perimeter of the site will be checked and secured using ‘Heras’ type fencing to secure the boundary. The access point gates will be kept locked at all times unless in use and controlled. Panels will be erected to the perimeter and double clipped at all times to ensure stability of the fence line. Supporting feet will be placed internally to any public area to prevent trip hazards. Panels will be handled by 2 no. operatives to reduce manual handling. Supporting bases will be moved to position using barrows before being placed by 2 no. operatives again to reduce manual handling	
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
Name (Print)	(Name Sign)	Company	Date
1.			
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## Appendix 7: Method statements

### 7.3 Pre-demolition / strip out checks

#### **Covid – 19 (Coronavirus) – All site personnel to be briefed to company policy and site procedures**

The company is committed to protecting its site employees, other contractors and customers during the uncertain times we are experiencing in the current COVID-19 (Coronavirus) outbreak.

Whilst sites are still operational measures need to be taken to both prevent and reduce any risk of potential contamination and spread of the virus. The following controls must be implemented on each site;

#### **Self-isolation & symptoms**

- Any person displaying any of the symptoms as advised by the NHS such as a new and continuous cough, high temperature or a loss or change to sense of smell or taste must stay at home and arrange for a test
- Workers who are contacts of individuals who test positive for COVID-19 must self-isolate for a period of 10 days, unless they are fully vaccinated, they should however do a daily lateral flow test to check they have not contracted Covid. If they test positive or get any COVID-19 symptoms, they should self-isolate immediately and get a PCR test.
- Any person returning to work following isolation must confirm that they are symptom free and have followed the latest UK Government advice around self-isolation.
- Ensure the company is aware of any underlying or relevant health conditions and that your emergency contact information is current.

1.

#### **Travelling to & from work**

- Operatives should where possible travel alone to site (no vehicle sharing) in either their own or company transport to avoid any cross contact between households.
- All personnel to wash their hands for 20 seconds using soap and water when entering and leaving the site

#### **Site working**

- In the event of a task requiring personnel to work in close proximity of each other than the operation must not occur until the site supervisor has been advised to assess further and the use of face coverings considered.
- Always clean hands thoroughly with soap and water for 20 seconds before eating, drinking or smoking
- Access to site restricted to non-essential visitors e.g. reps
- Briefings, inductions to be held outside or in open areas to maintain social distancing
- FFP3 RPE & face coverings are available to personnel along with protective gloves in addition to mandatory site PPE. Dispose of disposable items of PPE once used.
- Handheld tools and equipment to be allocated to individuals to prevent multi use, where not possible tools and equipment to be cleaned down prior to changing user and at the start and end of shifts. Cleaning down of tools to be by the users as necessary using disposable towels and disinfectant sprays, tool allocation and cleaning to be monitored by the GBM supervisor

#### **Welfare**

## Appendix 7: Method statements

### 7.3 Pre-demolition / strip out checks

- Personnel are to bring to site with them everything needed for the shift, including food and drinks to eliminate the need to leave site to go to local shops.
- Personnel are to be instructed to take breaks at staggered times to avoid contact with other site personnel.
- Canteen to be cleaned more regularly and hand sanitiser available.
- Do not share utensils and ensure washed after use.

#### Toilets

- Only one person at a time to use toilets, signage to be displayed at entry point stating this.
- Wash or sanitise hands before and after using the facilities
- Toilets to be cleaned more regularly particularly door handles, locks and the toilet flush.
- Hand sanitiser available.
- Hand dryers and or disposable towels provided for hand drying

#### Office

- Hand sanitiser positioned outside office access with signage to state use before entry and when exiting.
- Persons entering office to be limited to supervisor only and social distancing maintained.

#### Operating plant

- Nominated drivers to operate plant where possible to prevent multi use.
- Plant to be cleaned daily and before any change of operator using gloves and standard cleaning materials

#### Using company vehicles

- Nominated drivers to operate vehicles where possible to prevent multi use
- Vehicles to be cleaned daily and before any change of driver using gloves and standard cleaning materials
- Where more than one individual has to travel in a vehicle wherever possible;
  - a) maintain a distance of two metres
  - b) Share with the same individuals and with the minimum number of people at any one time
  - c) Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey
  - d) Wash hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle
  - e) Regularly clean the vehicle using gloves and standard cleaning products, with particular emphasis on handles and other surfaces which may be touched during the journey.

#### Cleaning

- Enhanced cleaning procedures implemented across site, particularly in communal areas and at touch points including:
  - a) Taps and washing facilities
  - b) Toilet flush and seats
  - c) Door handles and push plates
  - d) Handrails on staircases and corridors
  - e) Machinery and equipment controls

## Appendix 7: Method statements

### 7.3 Pre-demolition / strip out checks

	<p>f) All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs and door handles</p> <p>g) Telephone equipment, Keyboards, photocopiers and other office equipment</p> <p>h) Rubbish collection and storage points emptied regularly throughout and at the end of each day.</p> <p><b>1<sup>st</sup> Aid</b>                  Although the UK Government has now removed social distancing in most workplace situations, first aiders should still consider the precautions to reduce the risk of COVID-19 infection.</p> <ul style="list-style-type: none"> <li>• Put on protective PPE prior to administering 1<sup>st</sup> being disposable gloves, eye protection and face coverings.</li> <li>• Try to assist at a safe distance from the casualty as much as you can. Minimise the time you share a breathing zone.</li> <li>• Although treating the casualty properly should be your first concern, you can tell them to do things for you if they are capable.</li> <li>• Ask the injured party if possible if they have any Covid 19 symptoms, if you need to call an ambulance dial 999 immediately and inform the call handler if the patient has Covid 19 symptoms.</li> <li>• Before starting CPR, use a cloth or towel to cover the patient's mouth and nose. This should minimise the risk of transmission while still permitting breathing to restart following successful resuscitation.</li> <li>• minimise the time you share a breathing zone with the casualty and direct them to do things for you where possible.</li> <li>• After delivering any first aid discard disposable items safely and clean reusable ones thoroughly then wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible.</li> </ul> <p>If any person is knowingly ignoring the above advice please report to the site supervisor.</p> <p>If you have any other concerns, please contact your Contracts Manager.</p>
2.	<p><b>HOLD POINT– Site Supervisor to confirm:</b></p> <p style="text-align: right;">Sign <span style="margin-left: 100px;">Date</span></p>
3.	<p><b>Access</b> – Arrangements for safe access implemented including directional signage and traffic marshals.</p>
4.	<p><b>HOLD POINT– Site Supervisor to confirm:</b></p> <p style="text-align: right;">Sign <span style="margin-left: 100px;">Date</span></p>
5.	<p><b>Asbestos</b> – All demolition personnel will hold asbestos awareness training and be face fit tested to the face piece worn. Operatives using RPE will be clean shaven.</p> <p>Prior to any soft strip or demolition works occurring the clients’ refurbishment and demolition asbestos survey will be consulted. Strip out works to commence following written confirmation of asbestos removal works completed and clearance certification issued. Records of all asbestos removal &amp; disposal by the licenced contractor must be kept on site and be made available for inspection if requested.</p> <p>If any further asbestos is discovered during the works, the operation will cease &amp; the client will be informed immediately.</p>

<b>Appendix 7: Method statements</b>			
<b>7.3 Pre-demolition / strip out checks</b>			
6.	<b>HOLD POINT</b> – Site Supervisor to confirm:	Sign	Date
7.	<b>Services internal</b> – The client are responsible for disconnecting and identifying all the services to the structure. Confirmation will be in the form of isolation certificates supplied by the relevant services engineer.		
8.	<b>HOLD POINT</b> – Site Supervisor to confirm:	Sign	Date
9.	<b>Services underground</b> – Supervisor to check with client to ensure underground services have been isolated prior to breaking ground and isolation certificates provided by the relevant services engineer. Permit to break ground to be issued by GBM supervisor before breaking surface.		
10.	<b>HOLD POINT</b> – Site Supervisor to confirm:	Sign	Date
11.	<b>Structural / Temporary Works</b> – fencing to be inspected as temporary works and record of inspection maintained.		
12.	<b>HOLD POINT</b> – Site Supervisor to confirm:	Sign	Date
13.	<b>Demolition scope</b> – Demolition areas, cut lines and structures & features to remain confirmed by supervisor / client liaison.		
14.	<b>HOLD POINT</b> – Site Supervisor to confirm:	Sign	Date
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
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<b>Appendix 7: Method statements</b>		
<b>7.4 Soft strip to buildings</b>		
<p>Scope: Soft strip will occur to the structures for demolition</p> <p>The soft strip of the structures which includes the removal of any rubbish left by the previous occupiers, any fixed items such as cupboards, doors, any stud walls, carpets and non-asbestos floor tiles. Openings within the structure (windows and suitable doors) will be utilised to remove the released arisings directly into a telehandler bucket or into skips or loaded into bins by demolition rig fitted with grab attachment. Drop zones will not be used.</p>		
<b>Photos / drawings</b>		
1.	Confirmation that prior to any works taking place, the proposed work area is suitably segregated from all none required persons. Suitable exclusion zones to be established externally by the erection of secure fencing to ensure no inadvertent access by unauthorised personnel during the soft strip phase. Warning signs will be displayed in pertinent positions as required stating <i>No access – Demolition works</i> by GBM.	
2.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
3.	Personnel aware to remain apart where possible, where working in close proximity to one another is identified then the supervisor is to be informed and the use of face coverings considered. Tools to be allocated to individuals and cleaned down at end of shift. Hands to be cleaned prior to eating, drinking, smoking leaving site.	
4.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
5.	Confirmation that the work to be undertaken when the building is vacated	
6.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
7.	Confirmation that the site supervisor has reviewed the asbestos survey for the area of works. Confirmation that structures have been stripped of asbestos containing materials and clearance documentation received. Confirmation all personnel hold asbestos awareness certification.	
8.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
9.	Confirmation that the GBM site supervisor has seen the service disconnection certificates held on site.	
10.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign _____ Date _____
11.	Access / Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor. Fire exits from the building to be maintained at all times free from obstruction.	

<b>Appendix 7: Method statements</b>		
<b>7.4 Soft strip to buildings</b>		
12.	110v workplace lighting with current PAT to be established in work area to ensure safe access available at all times. Cables to be ran tidy at all times to prevent any trip hazards or damaged to cables. Power supply to be provided by generator located externally to building on plant nappy.	
13.	Operatives wearing appropriate PPE will strip items (described in scope) using hand held mechanical & non-mechanical tools such as lever bars and sledge hammers.	
14.	For any higher-level works (ceiling removals) tower scaffolds / podiums will be erected by PASMA trained operatives and inspected pre-use with tag displayed.	
15.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign <span style="float: right;">Date</span>
16.	Glazing generally will not be removed during the soft strip phase of the demolition with the exception of identified openings which will assist in the removal of arisings from the building. To reduce risks glazing will be removed during the demolition of the structure. This will be carried out by using its 360-degree rotating grab attachment from a remote location. Any suspended ceiling covering services will be removed to expose the cables, ducts and pipes. All apparatus will be removed from the structure.	
17.	Materials will be removed from the building in manageable pieces utilising where possible barrows/ trolleys, larger items will be reduced in size to as small as practically possible to reduce manual handling.	
18.	From the ground floor materials removed will be placed directly into 40-yard bins or placed on the ground to be loaded by the demolition rig fitted with grab attachment. Bins will be removed from site daily and whilst on site bins will be covered as necessary to prevent any wind-blown debris, litter or dust.	
19.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign <span style="float: right;">Date</span>
20.	Once redundant materials have been removed to the outside of the building they will be picked up and deposited into suitable skips or containers by either the telehandler or demolition excavator fitted with grab attachment. Bins will be removed from site daily and whilst on site bins will be covered as necessary to prevent any wind-blown debris, litter or dust.	
21.	This work will be repeated around the structures to reduce the distance the redundant materials need to be carried, therefore reducing manual handling.	
22.	Confirmation that the Soft-stripped structures have been fenced off to ensure no inadvertent access by authorised or unauthorised persons prior to machine demolition.	
23.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign <span style="float: right;">Date</span>

<b>Appendix 7: Method statements</b>			
<b>7.4 Soft strip to buildings</b>			
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
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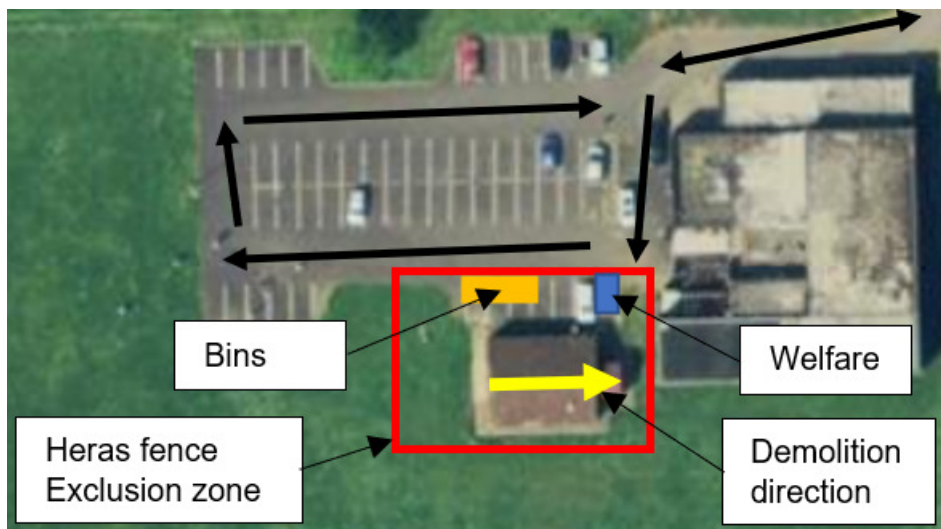
## Appendix 7: Method statements

### 7.5 Method of works – Demolition of structures

Scope: This element of the demolition consists of methodology for reducing the buildings on site to ground level. The structures is of traditional construction with brickwork walls with a timber roof structures with tiles.

All works will be carried out in compliance with ‘BS 6187:2011 Code of practice for full and partial demolition’.

#### Photos / drawings



*Above – Demolition direction & sequence  
Refer to site management plan displayed on notice board*

1.	Personnel aware to remain apart where possible, where working in close proximity to one another is identified then the supervisor is to be informed and the use of face coverings considered. Tools to be allocated to individuals and cleaned down at end of shift. Hands to be cleaned prior to eating, drinking, smoking leaving site.		
2.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
3.	Confirmation that area is free from asbestos containing materials and clearance certification held in site file		
4.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
5.	Confirmation that the GBM site supervisor has seen the service disconnection certificates for the area and copies held in site file.		
6.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
7.	Fencing positioned to form demolition exclusion zone and prevent any unauthorised access around the section of the structure being demolished.		

<b>Appendix 7: Method statements</b>			
<b>7.5 Method of works – Demolition of structures</b>			
8.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
9.	Confirmation that the building for demolition has been checked for unauthorised personnel prior to the commencement of the demolition and that the building will remain secure throughout the demolition process.		
10.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
11.	Confirmation that banksmen in radio contact with rig operator and supervisor are positioned around the buildings to advise of any situations which may give rise to risks to plant operators, operatives and passers-by during the remote demolition.		
12.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
13.	Whilst plant is operating the only authorised persons permitted in the demolition area are CCDO card holders nominated to act as banksmen. Visual or radio contact must be maintained with any machine operator at all times and the banksmen must be positioned outside of the working radius of the machine. Whilst machines are operating banksmen must not undertake any other tasks unless the plant has been placed in a safe state and operators have been communicated with.		
14.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
15.	During the demolition works, traditional dust controls will be implemented to eliminate / reduce emissions. Knock down atomising sprays directly fed from the mains water supply will be used to keep areas damp for the duration of the works, where required specific water sprays will used on particular points. The demolition rig in use will utilise tool head mounted suppression to ensure water suppression is applied directly to the work face. In addition, ground based atomiser units will be positioned to spray the work area to control any dust emissions also fed directly by mains water supply.		
16.	Emissions and dust will be monitored visually by the supervisor continuously throughout the operation with consideration of weather conditions (wind direction and speed) which will be noted within the site diary daily. If necessary, site operations and activities will be adjusted taking weather conditions into account to prevent dust moving offsite. In the event of any visible dust emissions operations must cease and investigated to establish why suppression systems not functioning.		
17.	The structures will be demolished, as far as possible, using a processor that gradually lifts off outer cladding and roof coverings. The arisings will be pulled in a controlled manner into the footprint of the building.		
18.	The Demolition excavator will be located a safe distance from the structure for the commencement of the works on the western elevation as per the sequencing and direction plan. Thereafter direction of demolition will be as the sequence plan.		

<b>Appendix 7: Method statements</b>			
<b>7.5 Method of works – Demolition of structures</b>			
19.	The rig with attachment will peel any covering from the facing wall and roof. Any removed element will be lifted from the structure to ground level. Once at ground level the demolition excavator will process the released section into machine sized sections for ease of loading into suitable bins/containers for removal off site. The outer wall cladding will be pulled from the structure into the exclusion zone directly in front of the machine.		
20.	The Demolition excavator with grab will remove any roof trusses, purlins from the structure systematically with the progressive reduction of the walls, this will maximise the stability of the structure.		
21.	The machine will work through the structures a single structural bay at a time, working the structure down in a top-down manner in piecemeal fashion (bit by bit) until the entire structure has been reduced down to slab level.		
22.	Prior to shift end / reduction of bay mechanical demolition will cease ensuring structural stability of remaining sections at all time.		
23.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
24.	Throughout the works all waste material arisings will be gathered and where practically possible segregated into different waste streams. Concrete / hardcore will be transferred to the site crusher for processing. Timber will be sent off site for reuse or pulping. Metal products will sent off site for recycling. By continuously processing materials arising, unobstructed access around a relatively tidy site is maintained. A copy of the Duty of Care - Waste Transfer Note, detailing description, producer and carrier of waste, will be kept on site and available for inspection.		
25.	Prior to any vehicles leaving the site area the vehicles wheels will be checked to ensure clean by the traffic marshal. If required the wheels will be cleaned on the designated hard standing area for wheel cleaning using a pressure washer. Any water/effluent from the wheel wash equipment needs to be contained and not allowed to soak into the surrounding ground.		
26.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
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## Appendix 7: Method statements

### 7.5 Method of works – Demolition of structures

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<b>Appendix 7: Method statements</b>			
<b>7.6 Method of works – Lifting of Slabs and Removal of Material</b>			
Scope: This element of the method statement is for the removal of existing floor slabs to the site. The works will be undertaken using the demolition rig fitted with bucket, tine or breaker.			
<b>Photos / drawings</b>			
<i>Refer to underground service drawings</i>			
1.	Personnel aware to remain apart where possible, where working in close proximity to one another is identified then the supervisor is to be informed and the use of face coverings considered. Tools to be allocated to individuals and cleaned down at end of shift. Hands to be cleaned prior to eating, drinking, smoking leaving site.		
2.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
3.	Confirmation by the Site supervisor that any services have been identified using drawings / CAT / and surface marked and a permit for breaking ground issued.		
4.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
5.	Prior to commencing the work, water suppression equipment will be connected and the water supply pipes positioned as required and as appropriate to siting and weather conditions.		
6.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
7.	All remaining slabs will be broken up by the demolition rig and removed from site by road going vehicles.		
8.	All road going vehicles will be checked by the traffic marshal to ensure wheels are clean and the load is sheeted prior to leaving. Works will be planned to ensure clean running on site is available to keep vehicle wheels clean. Any vehicle with dirty wheels will not be permitted to leave site until the wheels have been cleaned using a pressure washer unit on a hard-standing area within the site.		
9.	<b>HOLD POINT– Site Supervisor to confirm:</b>	Sign	Date
<b>Briefing confirmation &amp; acknowledgement of method statement detail</b>			
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**Appendix – 8.0 Risk Assessment**

<b>Task / activity:</b>	<b>West Common Lane Changing Rooms Demolition</b>		
<b>Location:</b>	West Common Lane Changing Rooms, West Common Lane, Scunthorpe, DN17 1DS		
<b>Persons affected:</b>	Third Parties / Operatives / Public		
<b>Assessment date:</b>	15 <sup>th</sup> December 2021	<b>By:</b>	Ben Slack

		<b>Severity Factor (SF)</b>		
		Slightly Harmful (SH)	Harmful (H)	Extremely Harmful (EH)
<b>Likelihood Factor (LF)</b>	Highly Unlikely (HU)	Trivial Risk	Tolerable Risk	Moderate Risk
	Unlikely (U)	Tolerable Risk	Moderate Risk	Substantial Risk
	Likely (L)	Moderate Risk	Substantial Risk	Intolerable Risk

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
<b>1. Access &amp; Egress</b>	Obstructions of pedestrian routes/assigned emergency routes. Presence of demolition arising's. Plant movement. Presence of excavations, pits, voids. Access by third parties. Inadequate lighting. Hazardous substances. Trailing cables.	Slips & trips. Falls from height or on the same level. Sprains and strains. Fire. Crushed, trapped, struck, serious injury, electrocution.	Lky	ExH	<b>Intol</b>	Authorised visitors must be inducted, complete visitors register and be escorted by site management Exclusion zone around the project to be secure with safety signs placed in prominent positions. Good housekeeping to be maintained with trailing cables protected. Provision should be made for temporary lighting. Pedestrian route to be clearly segregated from vehicle/plant routes. Excavations to be fenced. Good storage of materials, waste, flammable substances & hazardous substances. Vehicle warning systems e.g. amber beacon, horn along with a banksman in attendance. Fire points to be placed at prominent positions.	Un	H	Mod	PPE to include hi-vis, safety footwear, hard hat, light eye protection & gloves. Training & information. Site management to monitor standards of housekeeping.	Tol
<b>2. Services</b>	Electricity, gas, oil, water.	Fire, explosion, flooding, electrocution, pollution.	Lky	ExH	<b>Intol</b>	Certificates of disconnection and isolation to be obtained from the client/ service provider prior to works commencing. (Permit to work system to be implemented).	Un	ExH	Sub	Isolations to be verified by competent persons. Provision of information instruction,	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
									training & supervision.		
<b>4. Asbestos</b>	Asbestos containing materials (ACM's)	Respiratory disease, Mesothelioma, Asbestosis, Lung Cancer.	Lky	ExH	Intol	Works to take place in line with The CAR 2012 and other statutory provisions. Prior to demolition or refurbishment, a fully intrusive refurbishment/demolition survey as per HSG 264 will be undertaken to locate any ACMs	Un	ExH	Subs	Abatement works will be undertaken by a contractor licensed by the HSE and in line with CAR 2012	Tol
<b>6. Handling or contact with Man Made Mineral Fibres.</b>	Man Made Mineral Fibres	Respiratory disease	Lky	ExH	Intol	Provision and use of correct PPE- EN149 P3 ori nasal masks, EN388 gloves, disposable coveralls, EN166 goggles. Minimise operative contact by using suitable plant with sufficient reach and handling facility. Load materials directly into awaiting container skips. Damp down at source to suppress fibre release if required.	Un	ExH	Subs	Toolbox talk. Provision of information, instruction, training and supervision.	Tol
<b>7. Soft Stripping</b>	Hand tools, manual handling, dust and noise. Falling materials. Existence of services - electricity, water, and gas. Slips, trips and falls on the level. Sharps i.e. glass, nails & hypodermic needles. Unauthorized access.	Sprains, strains, back injury & WRULD. Cuts & lacerations, electric shock/burns. Respiratory disease. Tinnitus & temporary threshold shift.	Lky	H	Subs	Access to working area to be restricted. Use suitable tools for the task. All materials to be cleared away as soon as possible. Good housekeeping is important to maintain a safe working area. PPE & RPE to be issued and used i.e. hard hat, high visibility clothing, safety boots, overalls, gloves, safety glasses, P3 disposable respirator and hearing protection where required. Access platforms to be used when stripping ceilings and non-structural items above head height.	Un	H	Mod	Works to take place in line with the method statement & risk assessment. GBM or client PTW to be used. Provision of information, instruction and supervision. The use of full arm covering PPE must be worn to reduce the severity of any contact with sharps, e.g. Glass and prevent skin	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
									irritation/reaction from dust, dirt etc		
<b>8. Working at Height</b>	Operatives falling from height or on the same level. Materials and or tools being dropped from height. People walking underneath work area. Weather conditions.	Fractures, head injury due to objects & debris falling from height. Serious injury and death.	Lky	ExH	Intol	Assess whether working at height can be avoided. Where a person could fall a distance liable to cause personal injury access must be gained by the following, a fixed or mobile scaffold, MEWP or suitable working platform. The working platform must have adequate toe boards, guardrails & intermediate rails to prevent people or material from falling & should give collective means of protection. The working platform must have safe access & egress. MEWP to be operated by competent person and safety harness and lanyard to be used. Exclusion zones to be established and enforced where appropriate. Works to cease at height if the weather conditions jeopardise the health & safety of employees/contractors.	Un	ExH	Subs	Working platform to be erected, dismantled & inspected by a competent person holding the relevant training i.e. PASMA. GBM or client PTW used. Banksman at ground level & all operatives wearing the required PPE. Provision of information, instruction, training & supervision. Chin straps to be worn on hardhat.	Tol
<b>9. Mechanical Demolition</b>	Collision with operatives or other vehicles. Damage to surrounding property. Premature collapse of structure being demolished. Dust in air, vibration. Plant overturning.	Crushed, trapped, fractures, head injury. Amputation, injury to third party and death.	Lky	ExH	Intol	Exclusion zone to be established and enforced around structure and items of construction plant (to include full slew area of 360 degree machines) as required. Methodical demolition sequence to be used in accordance with an approved method statement. Dust to be controlled by use of water when necessary. Plant operatives/banksmen to use hearing protection as stated in method of	Un	ExH	Subs	CITB-CPCS trained operatives. Rear mounted camera fitted to machines along with operational beacon. Exclusion zone policed by banksman. GBM or client PTW.	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						works and/or indicated by site signage. Consideration to be given to the use of hydraulic pulverisers etc, when noise/vibration problems are evident.				FOPS & TOPS fitted to excavator.	
<b>11. Breaking RC floor slabs &amp; Beams and concrete floor slabs with Hydraulic breaker attachment</b>	Projected aggregate particles. Reinforcing bars. Dust, noise, vibration. Excavator striking persons or structure. Slips, trips and falls on same level.	Eye injury, cuts and lacerations. Respiratory disease, Tinnitus & temporary threshold shift. Head & upper body injuries. Possible death.	Lky	ExH	Intol	Demolition to follow a methodical sequence as per method statement. Hydraulic breaker to be inspected daily and maintained in a good condition. Exclusion zone to be policed & maintained with only authorized banksmen to be in attendance. Dust to be suppressed by damping down with water. The noise generated from breakers exceeds the second action level and hearing protection within 15 metres of the works is mandatory. Issue and use of PPE & RPE.	Un	ExH	Subs	Drivers cab door to remain closed whilst carry out works. Organize the work so that the noisy operations are not carried out early morning or during the evening. Communication with client, other contractors and if working in an urban area liaison with residents and businesses.	Tol
<b>12. Premature collapse of structure being demolished</b>	Uncontrolled collapse. Falling / flying objects.	Serious injury, explosion, fire, crushing & death.	Lky	ExH	Intol	Pre-demolition survey, detailed risk assessment. Establish load-bearing capacity of floors for plant. Information, instruction, training & supervision. Competent & trained workforce.	Un	ExH	Subs	Demolition to follow a methodical sequence as per method statement. GBM or client PTW.	Tol
<b>13. Working near roads and pedestrian areas</b>	Materials falling onto roads, striking vehicles or pedestrians. Operatives being struck by plant or traffic. Noise, dust. Collision with other	Serious bodily harm. Crush/trap injury. Major injury, death.	Lky	ExH	Intol	Pedestrians separated from the work and traffic by way of designated pedestrian routes. Communication to be maintained. Work methods to be selected to minimise risk of debris from demolition falling onto roads. Protective screens to be used where necessary. High visibility jackets to	Un	ExH	Subs	A banksman is to oversee the works with good communication required to ensure the safety of operatives and	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	vehicles. Reversing vehicles.					be worn along with the specified PPE. Exclusion zone to be of a sufficient size to maintain the demolition works. The site manager is to be informed of site activities as appropriate, to arrange closures / restrictions.				pedestrians. Safety signs complying with the Health & Safety (safety signs and signals) regulations 1996 to be placed in prominent positions. Toolbox talks, briefing to be maintained.	
<b>14. Mobile Plant Operations &amp; Movement</b>	Damage to underground structures & services. Crushing & impact hazards. Poor visibility. Collision with pedestrians, other plant and buildings. Noise and dust.	Crushed, trapped, struck, serious injury, electrocution, fire, respiratory disease, tinnitus & temporary threshold shift. Amputation and death.	Lky	ExH	Intol	Access to working area to be restricted. All plant operators to be trained in operation of specific types of plant (CITB) certification to be verified before work commences. Banksman to be in attendance. Plant to have a minimum of 1 metre clearance to surrounding structures. Visual Inspection of ground to be carried out prior to start of work. Mirrors & windows to be kept clear. Provision of ROPS & FOPS, rear mounted camera, beacon and horn. Carrying of passengers is prohibited on all items of plant unless a specifically designed seat has been fitted at manufacture and a seat belt is present.	Un	ExH	Subs	Works to be undertaken as per method statement, risk assessment and by a trained operative. Mobile work equipment is to comply with the provisions of PUWER 98 and all daily inspections and maintenance must have been completed	Tol
<b>15. Manual Handling General</b>	Lifting, pulling, pushing, carrying, moving a load by bodily force. Poor posture during a lift, dropping a load and sharp edged or hot	Muscular sprains and strains, back injuries. Cuts, bruising & abrasions. WRULD.	Lky	H	Subs	Avoid manual-handling operations so far as is reasonably practicable by using mechanical means. Manual handling risk assessment must be carried out before any manual handling takes place. Adequate lighting is essential along with clear	Un	H	Mod	Provision of Information, Instruction, training and supervision. Toolbox talks and team	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	loads.					and unobstructed pedestrian routes. Correct selection and use of PPE.				briefings.	
<b>16. Re-fuelling, Inspection and servicing of diesel powered plant and machinery</b>	Spillage of oil or diesel. Injury due to trapping of limbs when inspection doors or cowling are closed. Falling from height. Steps and access ways of machinery invariably become slippery due to oil spillage. Manual handling of oil drums and plant components.	Fire and explosions, dermatitis, contamination of the ground or watercourses. Splashes of fuel to the eyes	Un	H	Mod	Funnel and air pumps should be used when handling oils or fuels. Care to be taken when opening and closing doors and cowlings. Machine steps and walkways to be kept clean. Use of safety harness to be considered when working at height. Extinguishing medium to be at hand along with absorbent granules should a spillage occur. The correct PPE is to be worn i.e. gloves, glasses, safety boots, high visibility clothing etc this will be highlighted on the COSHH assessment. Fuel storage tanks should be banded or be provided with drip trays beneath them to prevent fuels from contaminating the ground and watercourses. COSHH assessment to be available for the substances along with the control measures for its use, and any with first aid requirements.	Un	SH	Tol	Good personal hygiene to be adopted before eating or drinking. Correct disposal of rags or used absorbent granules. Toolbox talks. No naked flames/smoking in vicinity of fuels/greases.	Tol
<b>17. Use of Hand - held Power Tools i.e. pneumatic drill/chisels, electric drills, disc cutters, etc</b>	Entanglement, hand –arm vibration, eye hazard from flying particles, noise, dust. Explosion when used near flammable liquids or gases, electrocution.	Electric shock, fire, cuts, lacerations and burns. Vibration white finger, stress. Tinnitus or temporary threshold shift & WRULD.	Lky	ExH	Intol	Whip leads and air fuses are to be used on pneumatic hoses, rotation of task (to minimise exposure to vibrating tools). Provision and use of PPE & RPE. Protect trailing cables. 110 volt tools to be used and must have been tested for electrical safety (PAT). Good housekeeping to be adopted along with good lighting. Extinguishing medium to be at hand.	Un	ExH	Sub	GBM or client hot works permit to be issued where disc cutters are used. Equipment to be fit for use and comply with PUWER 98. Employee exposure from plant with a vibration	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
									magnitude to be recorded.		
18. Hot cutting in demolition / dismantling areas	Fires & explosion. Inhalation of dust & fumes. Noise, manual handling. Hot works. Fumes from Steel coated with lead paints. Asphyxiation. Combustion of volatile metals	Burns, respiratory disease, absorption / ingestion. Lacerations, sprains and strains. Major injury or death.	Lky	ExH	Intol	No Oxy-Propane gas cutting equipment is to be brought to site until a specific requirement for its use has been identified and specific RAMS produced that are agreed by the Trust Fire Advisors. LPG & Oxy to be tested for leaks using a leak detection spray before use, flashback arrestors to be fitted, inspect hoses for damage before use. Eating, drinking & smoking prohibited. High standards of personal hygiene to be adopted, washing and changing must take place before eating or drinking. PPE & RPE- flame retardant overalls, gauntlets and safety boots along with a suitable powered helmet respirator with the pre-filter changed daily. A portable extinguisher or charged hose is to be at hand with dedicated man on fire watch at all times. Housekeeping to be maintained to a high standard with no flammable substances in the work area. LPG to be stored in a ventilated storeroom at the end of the shift at least 3 metres from any building. A thorough examination of the hot working area must be made 30 minutes after conclusion of each period of work. Operatives to be aware of potential stored energy in bent metal and to select cutting point accordingly. Identification of metals from plant specification or by using Niton XLt	Un	ExH	Sub	Hot works compound to be established along with safety signs. Works to take place in line with method statement & risk assessment and controls on hot works permit. Good manual handling to be adopted. The burner will undergo medical surveillance during the course of the works and will attend a medical to establish his blood-lead levels in line with the Control of Lead at Work Regs 2002. All volatile metals including titanium and its alloys should be removed using cold cutting methods and segregated prior to the	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						unit				commencement of any hot works	
<b>19. Working on uneven floors or poor ground conditions</b>	Slips, trips and falls on the same level. Collapse of underground voids or excavations. Access & Egress & poor lighting.	Sprains & strains, broken bones, cuts and bruising.	Un	H	Mod	Good housekeeping to be maintained with pedestrian routes kept clear at all times. Installation and maintenance of good lighting. Infill or plating of any voids and the provision and use safety footwear.	Hu	H	Tol	Toolbox talks, maintenance of PPE and access.	Tol
<b>20. Working outdoors on demolition projects.</b>	Sun / glare, high winds. Cold temperatures. Displacement of tools or materials from height. Reactions of workers much slower. Stress. Slippery conditions.	Being struck by an object from height or falling from height. Slips, trips & falls. Head injury. Sprains & strains. Blisters, sunburn, Skin cancer. Hot & cold injuries.	Lky	H	Sub	Works to cease at height if high winds occur. External works to cease in extreme weather e.g. driving rain, snow, ice, cold, high winds, gritting to be considered. Provision and use of suitable high visibility wet weather clothing. As well as protecting against the possibility of sunburn & the long-term risk of skin cancer, a long sleeve top must be worn and will provide protection against minor cuts, abrasions, dusts, the sun and some chemicals. Protective creams.	Un	H	Mod	Toolbox talks on hot & cold injuries and the effects of being exposed to sun & UV radiation. Posters, memo. Supervision.	Tol
<b>21. Disturbing Bee or Wasps/Hornets nests.</b>	Stings from Bees, Wasps or Hornets.	Stings, anaphylactic shock.	Un	SH	Tol	Check bushes and tree canopies for nests before starting work. Ask for medical conditions /allergies at inductions and daily safety briefings – be aware of the possibility that anybody stung may fall quickly into anaphylactic shock. Where operatives have an allergy or condition carefully consider tasks/operations.	Hu	SH	Triv	Ensure emergency procedures are to be put in place to cope with anaphylactic shock where operatives have an allergy	Triv
<b>22. Eye Injury</b>	Corrosive chemicals. Grinding & cutting operations. Airborne particles and dust from various activities. Dust,	Chemical splash. High speed flying fragments or particle entering the eye. Eye injury, loss of site (temporary or	Lky	ExH	Intol	Light eye protection to BS EN 166-F is mandatory on all projects. When using Abrasive wheels eye protection to BS EN 166-B (goggles/face shield) will be issued and worn. Burners are to wear eye	Un	ExH	Sub	Toolbox talks on the use and care of eye protection. Client or GBM PTW.	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	sparks, glare, radiation & hot sparks.	permanent).				protection to BS EN 175 / 169. Provision of information, instruction, training & supervision. COSHH assessments are to be available and					
<b>23. Fires and Explosion</b>	Naked flames & heat generated from hot works, external sparks, hot surfaces, static electricity, smoke and oxygen depletion, Trespassers & Arson	Fire, Burns, explosion, asphyxiation & death.	Lky	ExH	Intol	Fire & emergency arrangements to comply with Regulations 38, 39, 40, 41 of the Construction Design & Management) Regulations 2015. Hot works to take place in designated area, all flammable materials are to be removed with a dedicated fire watch in place at all times. The area is to be monitored after work ceases. A thorough re- examination of the hot working area must be made 30 minutes after conclusion of each period of work. Good housekeeping to be maintained. Flammable substances to be securely stored.	Un	ExH	Sub	GBM or client hot works permit is to be issued. Toolbox talks, supervision. Suitable portable fire extinguishers (in date) or a charged hose dependant on operations are to be available adjacent to work area. No hot works are to be carried out on vessels/equipment that contains titanium or titanium alloys.	
<b>24. Health Hazards</b>	Organic solvents, Asbestos, Cement, Wood Dust, Tetanus, leptospirosis, legionnella & Psittacosis (pigeon droppings).	Liver & kidney failure, sensitised, respiratory disease, inflammation of eyes, nose & throat. Asthma. Skin disorders, cancer and Pneumonia.	Lky	ExH	Intol	Works to be undertaken as per method statement & risk assessment. Provision and use of PPE & RPE. Asbestos abatement works are to take place by a HSE licensed asbestos contractor and suitably trained operatives in line with CAR 2012. Good personal hygiene to be adopted with adequate welfare facilities provided on site. First aid arrangements to be provided on site with all flesh wounds immediately cleaned &	Un	ExH	Sub	Toolbox talks on health hazards. Exposure times to be monitored.	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						covered. Avoidance of water temperatures between 20 degree C & 45degreeC. COSHH assessments to be undertaken.					
25. Trespass by unauthorised personnel. Visits by authorised personnel who are considered vulnerable.	Slippery and uneven surfaces. Exposure to falling. Hazardous substances, plant, electricity, falling objects, dust noise and flying particles.	Slips trips falls, sprains strains, serious injury and death.	Un	ExH	Subs	<p>Strict Exclusion Zone to be enforced. Warning notices to be erected to advise of danger areas and requirement for use of PPE for (authorized visitors). Site gates to be kept closed at all times unless open for access of plant &amp; pedestrians at which point they are to be manned at all times. During non- working hours the site and equipment will be secured with plant immobilized &amp; keys removed, scaffolds secure with ladders boarded. Fuel tanks will be padlocked and the welfare facilities secured. Use local environmental cleaning specialist to survey for and remove all used syringes and wastes.</p> <p>All excavations/pit/voids are to be suitably fenced with the appropriate warning signage or covered with plates where possible.</p>	HU	ExH	Mod	<p>Good site lighting. Visit local schools and highlight hazards of the site.</p> <p>Authorized personal to be issued with PPE and escorted around the works by site management.</p> <p>Use of site security staff to be considered.</p>	Tol
26. Storage of hazardous substances, fuel and materials	Escape/ spillage	Fire, explosion, Liver & kidney failure, sensitised, respiratory disease, inflammation of eyes, nose & throat. Asthma. Skin disorders, cancer, death.	Lky	ExH	Intol	<p><b>Specific RAMS are required for Petroleum Spirits and LPG and approved by the trust fire advisors, the RAMS must show no viable alternative is available.</b></p> <p>Provision and use of PPE &amp; RPE. All storage to be undertaken in accordance with detailed instructions. The storage compound is to be secure, all fuels are to be contained within a banded or approved double skinned tank and</p>	Un	ExH	Sub	<p>Provision of information, instruction, training &amp; supervision. Toolbox talks. Only authorized personnel are permitted access to storage area.</p>	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						oils and chemicals are to be stored in suitable labelled containers and in a specific for purpose cabinet, bund or on drip trays with oil separator pads. Good personal hygiene to be adopted with adequate welfare facilities provided on site. First aid arrangements to be provided on site. COSHH assessments to be undertaken. Suitable in date fire extinguishers to be available adjacent to storage area.					
<b>28. Collection of waste and scrap skips from demolition sites.</b>	Vehicle movement. Unstable load. Reversing, poor vision. Noise, fumes & dust. Uneven road surfaces.	Crush injury, head and upper body injury. Collision with structures on the site, pedestrians or other site vehicles. Objects falling from vehicle.	Lky	ExH	Intol	Supervision of vehicle manoeuvres. Reversing alarms, high visibility clothing worn by those in the work area, trained and competent drivers, visible banksman, mirrors to be kept clean, driver to move from cab before vehicle is being loaded. Park on good even ground. Site traffic management, (separation of pedestrians and vehicles one way system, speed limit on site) to be implemented. Skips are not to be overloaded and sheeting is to be used on vehicles. Mandatory site PPE to be worn by all drivers.	Un	ExH	Subs	Vehicles should be well maintained, fitted with flashing beacons and reversing alarms. Provision of instruction training and supervision. Tool box talks.	Tol
<b>29. First Aid Provision</b>	Movement of plant. Slips, trips & falls. Working at height. Fire. Contact with underground services. Manual handling. Sharp edges of rebar. Noise, dust, vibration. Fuel spillage .Hot surfaces. Pedestrian	Sprains, strains, lacerations, burns and serious bodily harm.	Lky	H	Subs	All projects must have in place emergency procedures with the names of the first aiders posted on site notice boards along with details of the nearest A&E. A first aid box/s & eye wash station/s are to be made available at prominent positions on the project. The first aid box and eye wash stations must be kept well stocked and inspected weekly ensure supplies remain adequate.	HU	SH	Tol	Emergency and first aid provisions to be explained to all site personnel during the site induction. Provision of suitable PPE, information, instruction, training &	Triv

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	movement. Health hazards.					Medicines and home remedies, aspirin, & paracetomal must not be kept in the first aid box. First aiders must not give medicine to anyone. It should be noted that completion of the accident book does not meet GBM's obligation to report specific accidents and dangerous occurrences to the HSE, See GBM Health, Safety and Environmental Manager. Operatives are to follow the requirements of task method statements risk assessments and COSHH assessments.				supervision.	
<b>30. Mobile scaffolding</b>	Operatives falling from height, dropping of materials or tools. Vehicle or pedestrian collision. Failure of equipment.	Falls from height, trap, struck, serious injury	Lky	ExH	Intol	All scaffolds are to be erected and deconstructed by/or under the supervision of a PASMA trained operative and then inspected by them prior to use. With a current scaffold tag in place. The scaffold must have suitable toe boards, guard rails and intermediate rails to prevent people or materials falling with adequate access and egress and is to be erected with a suitable base to height ratio with stabilisers in place as stated by the manufactures instructions. Where there is a risk from collision by pedestrians or vehicles an exclusion zone should be set up.	UN	ExH	Subs	GBM are to issue a PTW. A banks man is to be at ground level where space is restricted or heavy traffic is foreseen, all personnel are to wear the correct PPE with chin straps to be used on hard hats when working outdoors. Provision of information, instruction, training and supervision.	Tol
<b>32. Unloading of company vehicles</b>	Lifting, pulling, pushing, carrying, moving a load by	Muscular sprains and strains, crush, trap, pinch back	Lky	H	Subs	Avoid manual-handling operations so far as is reasonably practicable by using mechanical means. Manual	UN	HU	Mod	Provision of information, instruction and	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	bodily force. Poor posture during a lift, dropping a load and sharp edged loads.	injuries. Cuts, bruising & abrasions. WRULD.				handling risk assessment must be carried out before any manual handling takes place. Use two-four people where possible to move awkward or cumbersome loads don't use more than for people as co-ordinating the lift becomes harder and never struggle. Adequate lighting is essential along with clear and unobstructed pedestrian routes. Correct selection and use of PPE.				training and supervision of personnel in correct lifting techniques.	
<b>33. Driving of company vehicles</b>	Other road users, weather, vehicle condition, drivers experience & ability. Personal factors i.e. fatigue, stress worries	Reduced concentration, poor visibility, inexperience. Contact with traffic in the event of a breakdown or accident.	Lky	ExH	Subs	Ensuring all drivers hold the relevant licence for the type of vehicle they are to use. All users are aware of basic vehicle care such as oils and levels, tyre pressures etc and check these prior to taking the vehicle to help minimise the chance of breakdown. The carrying of hi-vis vest or jacket for use in the event of a breakdown. Provision of night before travel and accommodation instead of extended travelling and work hours.	UN	H	Subs	Where possible for long journeys have two personnel who are able to share the driving, ensure all time scales and deadlines are reasonable, to minimise fatigue or speeding. Additional training of personnel who are inexperienced or at high risk due to high mileage. Provide information, instruction and training on vehicle maintenance and breakdown procedure.	Tol
<b>34. Vibration</b>	Vibration from the	Hand arm vibration	Lky	ExH	Intol	Alternate methods are used where	UN	H	Sub	Constant health	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
	use of tools with a vibrating, rotary or percussive action	syndrome, Vibration white finger VWF				possible. All equipment is maintained as per the provision and use of work equipment regulations. Provision of PPE and clothing to protect employees from the cold and damp. Rotation of operatives minimising time on tools. The provision/hire of tools & equipment with low m/s ratings where reasonably practicable.			s	monitoring of all personnel, and exposure levels. Information, instruction, training and supervision of all employees at risk on the correct use, handling and exposure limits. Commitment to exchange current tools with low vibration technology as replacements are required.	
<b>38. Sharps and Needlestick Injuries</b>	Cuts and puncture wounds from needles, syringes, broken glass, razor blades or similar.	Infection from contaminated sharps	Lky	H	Subs	Site Manager to inspect site and arrange removal if found using disposable tongues stout rubber gloves and sharps box Report any puncture wounds to Site Manager.	HU	SH	Tol	Risk assessment for particular site to be communicated at induction. Do not put hands into chambers, voids, furniture or other places where sharps could have been deposited. If injury sustained, encourage wound to bleed, wash under cold	Triv

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
									running water, cover with dry dressing and seek medical advice		
<b>40. Environmental issues</b>	Escape/Spillage of oils and substances. Waste materials from workshop and office areas.	Contamination of the ground or watercourses. Disposal of waste products oils paints etc. Environmental damage through sending waste to landfill	Lky	H	Intol	Recycling and/or reuse of all materials where possible to reduce the site environmental impact. The segregation of waste oils and empty containers, along with the use of drip trays in storage areas and the use of spill kits in the event of leakages. Use of specialist waste disposal contractors.	U	SH	Mod	Better facilities for the storage of waste products in the elements including a covered area to prevent the risk of contamination and run off during wet weather. Clearly marked and separate bins for the disposal of contaminated waste materials. I.e. rags, spill kits.	Triv
<b>41. House keeping</b>	Slips, trips and falls.	Muscular sprains, strains and fractures.	Un	H	Mod	Removal of and trailing cables from near walkways. Suitable storage provisions and waste receptacles. Daily clean of cabin areas by operatives	HU	SH	Tol	Provision of information, Instruction, training and supervision. Management to monitor standards of housekeeping.	Triv
<b>44. Excavating around buried services</b>	Electricity, gas, oil, water, radiological.	Fire, explosion, flooding, electrocution, pollution, contamination.	Lky	ExH	Intol	GBM will be in possession of all available information with regards to services both redundant (legacy), isolated and live.  All excavations are carried out under	Un	H	Mod	Provision of information instruction, training & supervision of all personnel	Tol

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						<p>the clients/GBM excavation or specific task works permit and inspected by their representative.</p> <p>Isolation certificates, service drawings, method statements, risk assessments and permit to work must be on site before any works commence.</p> <p>The site manager and/or a competent person are to have highlighted the services using the drawings and CAT. These are then to be marked on the ground using line marker paint in the same colour as the drawing key.</p> <p>Excavating for both identified and suspected services is to be carried out using safe hand digging techniques using insulated tools following calibrated CAT survey by trained operative. No mechanical excavation to be undertaken within 0.5m of any low voltage / pressure system, 3.0m of medium voltage / pressure system or 10.0m of high voltage / pressure system.</p>				<p>involved.</p> <p>Insulated hand tools and a suitably sized excavator are to be used.</p> <p>The smallest excavator suitable for the task at hand is to be used overly large excavators will remove the delicacy needed for this operation.</p>	
50. Covid 19 (Coronavirus)	Spread of Covid-19 Coronavirus	Potentially fatal health issues spread to Staff, Visitors, Contractors, Drivers, Vulnerable groups (Elderly, Pregnant persons, those with existing underlying health conditions)	Lky	H	Intol	<p><b>Symptoms of Covid-19</b> Posters informing staff of symptoms displayed and included in induction. Anyone with symptoms to report to site supervisor immediately and isolate in accordance with Government guidance.</p> <p><b>Hand Washing</b> Hand washing facilities with soap</p>	Un	H	Mod	Posters, leaflets, TBTs & other materials are available for display.	

Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						<p>and hot water in place. Stringent hand washing taking place. Paper towels/hand dyers for drying of hands. Gel sanitisers in any area where washing facilities not readily available.</p> <p><b>Cleaning</b> Frequently cleaning &amp; disinfecting tools, equipment and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p><b>Social Distancing</b> Reduce the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended. Stagger start &amp; finish times, work from home where possible to reduce number of workers on site. Redesign processes to ensure social distancing in place. Conference calls used in place of face to face meetings. Ensure sufficient welfare facilities to ensure social distancing adhered to in canteen area and smoking area.</p> <p><b>Drivers</b> Delivery drivers to remain in cab wherever possible, if exit maintain social distancing</p> <p>Persons not to share vehicles or cabs, where suitable distancing cannot be achieved.</p>				<p>Rigorous checks will be carried out by supervision to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Supervision checks to ensure this is adhered to.</p>	

**Construction Phase Plan**

North Lincolnshire Council – West Common Lane Changing Rooms demolitions



Topic of Concern / activity	Identified Hazards	Associated Risk	Assessment pre controls			Existing Controls (Engineering/ Managerial)	Assessment post controls			Additional or proposed controls	Residual Risk Level
			LF	SF	RL		LF	SF	RL		
						<p><b><u>Mental Health</u></b>                      Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help</p>					

### Appendix 9: Site Management Plan

