CONSTRUCTION PHASE HEALTH & SAFETY PLAN

Soft strip, Asbestos Removal, Mechanical Demolition Works and Crushing of all suitable material

PORTUGAL STREET EAST
DEVELOPMENT
Manchester
M1 2WX

Site Manager: Jimmy Cook

Reference No.	Date	Description
117.4.CPP.00	28.09.2021	First Draft and Issue

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SECTION 1 PROJECT DESCRIPTION

Introduction

This Construction Phase Plan (Demolition) is prepared under Regulation 23(1) & (2) of the Construction (Design and Management) Regulations 2015, in line with all other relevant legislative requirements.

This Construction Phase Plan (Demolition) describes the specific arrangements and duties relating to Health and Safety for this project. It includes factors relevant under the Health and Safety at Work Etc Act 1974, the Construction (Design and Management) Regulations 2015 and the Management of Health and Safety at Work Regulations 1999.

Prior to any work commencing on this project, a copy of this document will be forwarded to the Client/Principal Designer for review under the CDM Regulations 2015.

Any amendments to this document will be made by Demolition Services as deemed necessary at any time during the works and a copy of any such revisions will be communicated to all parties to the project.

Description of Project and Site

The site is made of two areas and buildings to be demolished. The smaller of the two areas or buildings is the former TfGM store, a storage building with an adjacent two-storey annex office contained within a small yard area.
The second and larger of the two buildings to be demolished is a three-storey former industrial building, otherwise referred to as Ramon House). A single storey annex is home to an existing sub-station and the two sites or buildings are separated by a public road named Churchgate Buildings.

The buildings at the Portugal Street East Development Site, Manchester, although identified on the following pages, largely consist of the following works;

- ✓ Removal of all asbestos containing materials on the site and as identified on the Refurbishment and Development survey (An intrusive asbestos survey)
- ✓ Demolition of all above ground structures on the site (as identified above)
- ✓ The breaking and removal of all existing slabs and hard standings including all footings and foundations. (Subject to Archaeological watch and brief)
- ✓ The subsequent removal of all demolition arisings, off site to a licensed disposal or recycling facilities, other than those clean brick and concrete materials, of which are suitable to be crushed on site and stockpiled in locations agreed with the client and subject to satisfactory testing, ensuring compliance to 6F2 specification.
- ✓ All basements and voids to be backfilled with certified 6F2 crushed material and the site graded to ensure it is free of any trip of fall hazards.

Note that Demolition Services will ensure, prior to the commencement of any demolition works that the following provisions are made.

- ✓ Electric and gas services have been disconnected / isolated
- ✓ All Foul Water and Surface Water Drainage runs are protected
- ✓ That all disused drain connections are locate and disconnected.
- ✓ All drainage, including runs and inspection chambers within the scope of works shall be completely removed and capped off.
- ✓ A sufficient supply of water is in place as a means of dust suppression
- ✓ Welfare services have been established

Please note that this site is not subject to phased handback and the site in its entirety will be handed back upon full and final completion. A copy of the DSL Handover and Completion for is provided in Appendix C.

DEMOLITION SERVICES LIMITED

Overview of Works, Site Set up and Traffic Management Plan

Portugal Street East, Development Site, Manchester

LEGEND

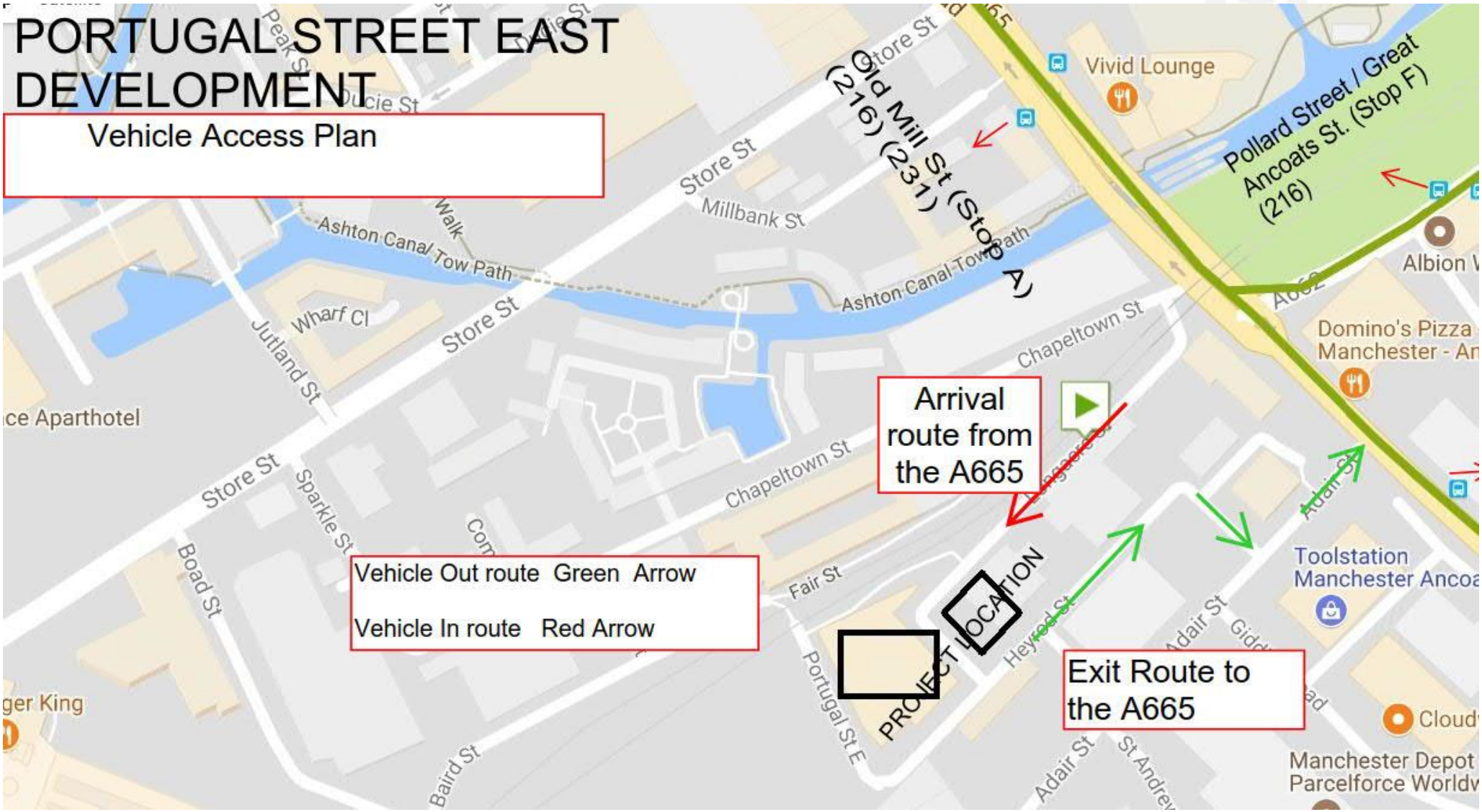
- Traffic Route
- Site Office / Welfare
- Demolition Exclusion Zone (perimeter hoarding)
- Full height scaffold wrap
- Demolition Direction

Note that in some cases, localised exclusion zones may be established, particularly between trades and / or where buildings fall outside of the area shown

Project	Portugal Street, Manchester
Drawing Title	Overview of Works
Drawn by:	Charlene Walsh
Date	28.09.21
Drawing No	001
Project Number	117.4
Scale	NOT TO SCALE
Revision No	A

Site Details

Site Details	
Site Address	Portugal Street East, Development Site, Manchester Access to the site will be from the main ring road A665 onto Longacre Street and exiting the area via Heyrod Street. The site office shall be directly off Longacre Street from which any deliveries or wagon will be directed into the relevant area of site using a banksman where required. As the site is within an industrial area impact on the public will be reduced.
There are no allowances for any parking for either contractors or visitors to the site and although parking may be available off site, in the wider area, public transport is in close proximity of the site and will be encouraged. Under no circumstances are any roads be blocked for any period of time. 24hr access is required to the surrounding roads in case of emergency in general maintenance to the Metrolink lines which are immediately behind the buildings being demolished. Due to the sites access and space constraints, deliveries and collections must be planned and peak times of the day avoided.	


PORTUGAL STREET EAST DEVELOPMENT
Vehicle Access Plan
Arrival route from the A665
Vehicle Out route Green Arrow
Vehicle In route Red Arrow
Exit Route to the A665
PROJECT LOCATION
Old Mill St (Stop A) (216) (231)
Pollard Street / Great Ancoats St. (Stop F) (216)
Vivid Lounge
Store St
Millbank St
Ashton Canal Tow Path
Chapeltown St
Fair St
Portugal St E
Heyrod St
Adair St
Jutland St
Wharf Cl
Sparkle St
Boad St
Baird St
Albion
Domino's Pizza Manchester - An
Toolstation Manchester Ancoa
Manchester Depot Parcelforce Worldw
ce Aparthotel
ger King

Site Deliveries and Collections
All wagons and transporters that are either making deliveries to the site or collection will be organised within the normal site working hours although peak times of the day should be avoided where possible. The demolition site entrance gate will be locked at all times and suitable signage displayed detailing the Demolition Managers contact details, for gate access. All visitors will be directed to the site office where they will be required to sign in. At the end of each working day, both gates will be locked securely. The demolition site entrance gates will be established ensuring sufficient access and space for wagons and vehicles to come onto the site without causing an obstruction on the road. A detailed traffic management plan will be prepared and should be read in conjunction with this document.

Hours of Work		
Mondays to Fridays	07:30 – 18:00	
Saturdays	08:30-14:00	Sunday's and Bank holidays- Not permitted

Security
Security will be maintained on the site under the control of Demolition Services and will consist of a static guard (out of hours only) and a number of security camera of which have remote access facility with all footage being sent to a main control center.

Comments
Although demolition works will not be carried out, outside of the hours specified by the local Council, works may require, from time to time both access to the site and to enable some internal works. Works must at all times be carried out in such a manner that nuisance would not be caused to others. Vibration monitoring will be required during the works although the locations and frequency of reporting has not yet been determined.

Programme	
Contract Start Date:	TBC
Duration of Work:	14 weeks

CONSTRCUTION PHASE	DESCRIPTION OF ACTIVITY	DURATION
1	Asbestos removal	1 Week
2	Demolition Enabling Works	1 Week
3	Demolition	10 Weeks
4	Site Clearance and Hoarding	2 Weeks

A detailed programme will be prepared following site mobilisation and upon completion of the required enabling works, as further understanding of the nature and extent of asbestos contamination is required prior to the full and final development of any programme.

Nonetheless, a programme will be re-issued within 4 weeks following the contract commencement date and monthly progress meeting will be held thereafter. Each meeting will include the programme review and any revision as required and a live copy maintained on site and circulated accordingly, along with any supporting minutes.

It should be noted that early or phased completion on the site is not required and therefore plant and labour resources will be mobilised to ensure that completion is always on or before the stated contract completion date.

Project Team –

Note that a comprehensive list of contacts has been prepared by the client and is available as part of the PCI documentation. The list below is therefore a summary of key contacts for the purposes of Demolition Services project management

CLIENT	
Contact: Address:	Richard Goodwin BSc (Hons) MRICS Construction Director For Olympian 85 Buckingham Gate London SW1E 6PD Tel: 0207 340 1170 Fax: 0207 340 1171 DD: 0207 340 1173 Mob: 07736 619031 E: richard.goodwin@olympianhomes.com
Principal Designer	
Contact: Address: Tel: e-mail:	Richard Goodwin BSc (Hons) MRICS Construction Director For Olympian 85 Buckingham Gate London SW1E 6PD Tel: 0207 340 1170 Fax: 0207 340 1171 DD: 0207 340 1173 Mob: 07736 619031 E: richard.goodwin@olympianhomes.com
PRINCIPAL CONTRACTOR	
Contact: Company Name: Address: Tel: e-mail	Tony Wray Demolition Services Limited DSL House Wortley Moor Road Leeds LS12 4JE 0113 279 4286 tony@demolitionservices.co.uk

SAFETY ADVISOR	
Contact: Address: Tel: e-mail:	Charlene Walsh Demolition Services Limited DSL House Wortley Moor Road Leeds LS12 4JE charlene@demolitionservices.co.uk
SITE MANAGER	
Contact: Company Name: Address Tel: e-mail:	Jimmy Cook Demolition Services Limited DSL House Wortley Moor Road Leeds LS12 4JE 0113 279 4286/ 07551 154393 Jimmy@demolitionservices.co.uk
CONTRACTS MANAGER AND TEMPORARY WORKS COORDINATOR	
Contact: Company Name: Address Tel: e-mail:	Matt Harker Demolition Services Limited DSL House Wortley Moor Road Leeds LS12 4JE 01952 983278/ 07539 977709 Matt@demolitionservices.co.uk
SUB CONTRACTORS	
Contact: Company Name: Address Tel: e-mail:	As required – Scaffolding Contractor to be advised

LOCAL ACCIDENT & EMERGENCY HOSPITAL

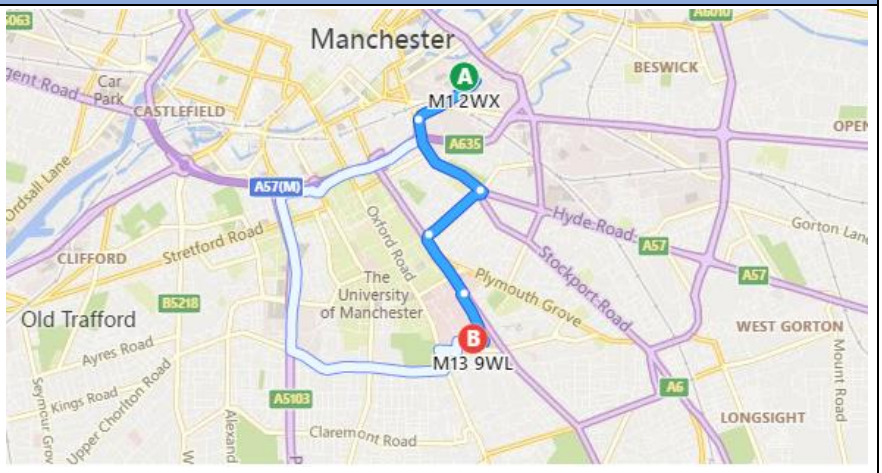
Emergency treatment the nearest accident and emergency hospital is

Manchester Royal Infirmary

Tel: 0161 276 1234

Address:
Oxford Road, Manchester, Greater Manchester, M13 9WL

Open 24 hours.



A

Leave Site - M1 2WX

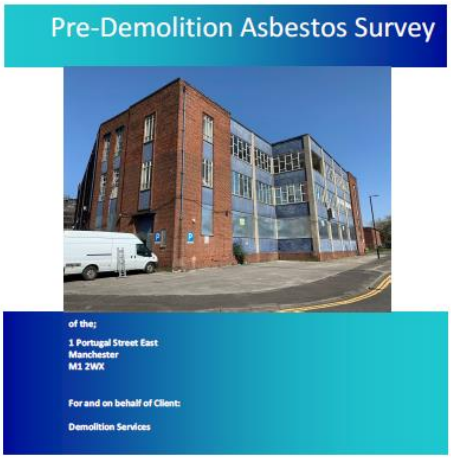
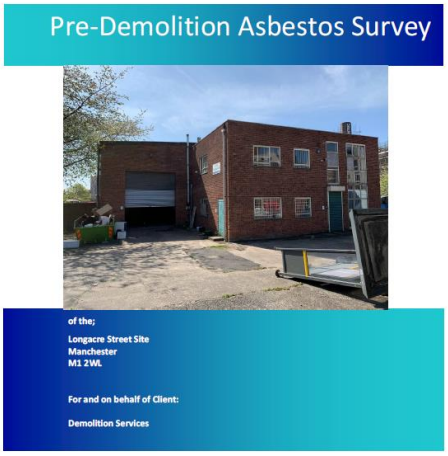
Head southeast on Churchgate Buildings toward Heyrod Street	41 m
Turn left onto Heyrod Street, then immediately turn right onto Betley Street	85 m
Turn right onto Adair Street	64 m
Road name changes to Travis Street	0.5 km
Turn left onto A6 / London Road	0.8 km
At the roundabout, take the 4th exit for Brunswick Street	0.6 km
Turn left onto A34 / Upper Brook Street	0.5 km
Turn right, then immediately turn left onto North Road	0.4 km
At the roundabout, take the 3rd exit for East Road	83 m
Turn right	15 m
Turn left	28 m
Arrive at the Hospital on your right - M13 9WL	

The last intersection before your destination is East Road

B

KEY CONTACTS	
DSL Site Manager (Jimmy Cook)	07551 154393
DSL Office:	0113 323 9195
DSL Managing Director (Tony Wray)	0113 323 9195
DSL Health & Safety Manager (Charlene Murray)	07903 579 812
Site Security / Out of Hours:	TBC
Fire and Emergency	999
ELECTRIC – National Grid	0800 40 40 90
GAS - TRANSCO	0800 111 999
WATER – United Utilities	0800 330 033
HEALTH & SAFETY EXECUTIVE	0845 345 0055
Site Assembly Point	Main entrance gate
First Aider / First Aid	Gatehouse / Site Office

Extent and Location of Existing Records and Plans

EXTENT AND LOCATION OF EXISTING RECORDS AND PLANS			
Existing Drawings/Site Sketches			
Asbestos and Any Other Hazardous Materials	Is there an Asbestos Survey in place?	Yes	~~No~~
	Asbestos surveys have been provided for the buildings and should be read in conjunction with this method statement as well as being made available as a source of reference for the demolition site manager and operatives at all times during the works. An R&D Survey was commissioned in 2020 for each of the two buildings, reference numbers M20196/02 and M20196/03 at which point DSL were instructed to remove all accessible asbestos containing materials identified within the survey.   Non-licensed asbestos has been identified on the site in the form of cement bonded asbestos profiled roofing sheets and rain water goods. These will be removed by trained and competent operatives in accordance with industry (NFDC) guidelines and relevant legislation, and as part of the demolition works. Further ACM's have been identified in the form of: AIB + rope seals throughout walk in document safe in 1st floor Room 43 (18m2) Toilet cisterns in 3 locations 1104m2 AC vinyl Floor tiles in 19 locations and throughout stairwell (Room 3) Fuse pad in 3nr boxes Brake pads within loft machiney Rope seals to all metal downpipes – throughout the building however no quantity has been determined A number of gaskets to pipework throughout the building		

	The removal of all asbestos containing materials will be carried out by DSL, under their approved license and where applicable following notification to the HSE. A separate plan of works will be prepared for all asbestos removal works, other than the removal of AC roofing sheets and gutters which are typically removed as part of the demolition works In additional to those trained licensed asbestos removal operatives, all other operatives working on site will be asbestos awareness trained and be familiar with the HSE guidance document –em1 asbestos essentials

ENVIRONMENTAL, ECOLOGICAL AND ARCHELOGICAL SURVEYS		
Have any such surveys been carried out?	~~Yes~~	No

Noise and dust monitoring will be carried out throughout the works to ensure that any nuisances can be dealt with at source. A wheel washing facility will be established for all vehicles leaving the site.

Vibration monitoring will be implemented although the location and frequency of reporting has not yet been decided upon.

Although no environmental surveys have been provided at this stage, or issued been raised, all operatives will be briefed by way of a toolbox talk on the awareness of such matter and will remain vigilant to nesting birds and the presence of bats. Any sightings or concerns must be reported to the project management team for further consideration.

The removal of the existing building slabs and foundations will be done so in a progressive manner and so will naturally reduce the need to track over areas where works have already been completed. No soil compaction is therefore expected as a direct impact of the demolition works

In accordance with the planning consent conditions attached to the development, an Archeological study is required on the site, whilst the details and any impact are not known at this stage it can be assumed that all below ground works will be subject to a watch and brief. This may include working in a pre-determined and systematic manner and under archeological supervision.

Should additional constraints be noted on site before or during the works, works should cease, and an ecologist consulted to provide further advice and confirm an approach to ensure the works can be undertaken legally, in terms of relevant wildlife legislation.

DRAWINGS AND OTHER RELVANT INFORMATION		
Have any drawings and other relevant information been provided?	Yes	~~No~~
The following information, surveys, investigations and reports have been undertaken to gather information regarding the site and have been provided by the client as part of the pre-construction information. Demolition Methodology Plan Planning Consent Document Although no survey has yet been provided, the planning consent conditions have identified the need for a detailed risk management and mitigation programme / plan for unexploded ordnance (UXO) and mitigation to be submitted and approved by the local authority prior to the commencement of any works. All works thereafter must be compliant with any mitigation measure detailed.		

SECTION 2 COMMUNICATIONS AND MANAGEMENT

The responsibility of the Principal Contractor involves the day to day running of the site, site safety and organisational aspects of the Demolition Phase Plan. They will also communicate and liaise with the Principal Designer and Client as necessary and as required under CDM Regulations. All employees will be encouraged to take reasonable personal care and co-operate as necessary to prevent harm to themselves or others.

Management Structure

MANAGING DIRECTOR	
Tony Wray 0113 279 4286 / 07970 723331	Responsible for overseeing project work to ensure it is carried out safely in the first instance and to schedule; in accordance with this documentation and best practice and the provision of the H&S File.
OPERATIONS DIRECTOR	
Tim Arnold - 07557802641 tim@demolitionservices.co.uk	Overseeing and directing operational control and technical detailing.
DEMOLITION SITE MANAGER	
Jimmy Cook –07833 241 865 jimmy@demolitionservices.co.uk	Responsible for the day to day running of the project and ensuring all work is completed in a safe manner.
DEMOLITION SUPERVISOR	
Paul Mayo - 07710064187 paul@demolitionservices.co.uk	Day to day supervision on the site, task allocation via Jimmy Cook. Ensuring that all demolition works are carried out in accordance with method statements prepared by others and existing company safe systems of work.
FIRST AIDER	
Jimmy Cook *Note also – that all site managers and supervisors employed by Demolition Services are trained first aiders.* Site Office / 07551 154393	A qualified first aider/appointed person will be on site at all times. First aid boxes will be provided and checked regularly by the first aider or appointed person. The site first aider/appointed person will be identified during the site induction and on information posters placed on the site notice board

ASBESTOS MANAGER	
Jimmy Cook	Overall control and management of all asbestos removal operations, preparation of plans of works, assisting Charlene Walsh with submission of ASB5 notices as well as asbestos resource management.

Prior to the commencement of any works - Overview

Prior to the commencement of any works, the following information will act as a guidance as to the planning and management actions taken by DSL to ensure all works are carried out in a safe manner and in accordance with all relevant legislative, client and local authorities requirements;

- In accordance with the requirements of the Construction (Design & Management) Regulations, appointment under the status of Principal Contractor will be accepted.
- Demolition Services will seek written confirmation from the Client that all supplies and services to the buildings to be demolished have been disconnected. Having received such confirmation a secondary/confirmatory check will be carried out by the Site Manager. Where services have to remain live their location will be marked, and the necessary physical protection put in place as agreed with the respective utility supplier.
- A structural assessment of the building to be demolished will be carried out in accordance with BS6187 in order to determine the safest mode of demolition to be used.
- A dilapidation assessment will be produced.
- Notice will be served under Section 80 of the 1984 Building Act of the intention to commence demolition work (where applicable)
- A copy of the form FI0 (if deemed to be required for the project) for notification of intention to commence demolition works will be obtained from the client prior to a start being made on site.
- Communication with local resident will be via a local letter drop of which will detail an overview of the proposed works as well as a dedicated site manager contact and head office company details
- As appropriate, discussions will be held with the Police, the Planning & Highways Departments of the Local Council, the HSE, and the Environment Agency to confirm the nature of works to be undertaken, and to establish the measures required for the protection of the public, the environment and adjoining properties together with discussion on sequences, programme duration etc.
- The appropriate Contract Risk Assessments, COSHH Assessments, Method Statements and other health and safety documentation will be prepared and submitted to the Client in order to obtain their written approval for works to commence.
- A meeting will be arranged with the Contract Administrator and the Client Safety Advisor in order to discuss the demolition Works so as to agree the following: -
    - ✓ Programme for each work element.
    - ✓ Uninterrupted access routes for emergency vehicles.
    - ✓ Exclusion zones
    - ✓ Haulage routes to be used to and from the site.
    - ✓ Working hours.
- Our Brokers will provide confirmation of the required level of insurance cover.
- Supervisors will ensure a schedule of toolbox talks are carried out.
- All operatives will be made fully aware and provided with relevant training on the need to wear and maintain in good order the relevant personal protection equipment, supplied by DSL in connection with their tasks, to comply with current legislation.

Health and Safety Goals

The objective is to complete the works within the contracts timescale, having due regard to the welfare of all those employed on the project, without putting at significant risk their health and safety, or that of others who may be affected by the project.

The Directors of Demolition Services Ltd recognise that, as employers, they and their employees have duties placed upon them by the Health and Safety at Work Etc. Act 1974.

Demolition Services Ltd will conduct its activities such that it complies with all relevant statutory provisions, Regulations, ACOPs and general guidelines.

It is the policy of Demolition Services Limited to:

- Provide a place of work that is safe and without risk to health and welfare of all its employees, independent contractors, members of associated companies, customers and the general public, so far as is reasonably practicable
- Make safety an integral part of the management of the company
- Prevent accidents/incidents occurring on site
- Monitor the performance of activities against this demolition plan
- Provide appropriate training for employees and others where necessary
- Seek to continually improve safety, health and welfare performance
- Regularly review the Demolition Phase Plan, introducing improvements wherever possible
- Consult with employees to ascertain measures required to increase awareness of health and safety and to ensure that all necessary measures are taken to make this plan effective.

Monitoring and Review of Health and Safety Issues

Health and Safety will be an agenda item at all meetings relating to the project. A report/minutes will be kept on any health and safety issues that have arisen since any previous meetings and subsequent actions. As a minimum, these will include:

- Results of any safety inspections and audits
- HSE visits (observations, enforcement, actions)
- Implications of developing design issues and changes
- Time lost due to accidents

Monitoring and Review of Health and Safety Performance

At various times during the project, Demolition Services Limited will carry out health and safety inspections of the work on site. The purpose of these inspections is to ensure that they are not in breach of their own statutory obligations. All employees, sub-contractors and their employees will be expected to co-operate and assist with these inspections and to act upon any reasonable suggestions that are offered.

Liaison Between Third Parties

Communication between third parties, key stakeholders and CDM duty holders thereafter will be managed through pre-organised monthly meetings following the commencement of the works. At each meeting, the principal contractor will present a progress report to the meeting attendees of which will present a snapshot of works status, health and safety summary and planned works consistent with the format previously used. (Template copy available upon request). Similarly, the Principal Designer will present a monthly PD Report which will report of co-ordination between parties, update on statutory notices and safety audits following a pre-determined format. Again, the format used has been used historically and a template copy is available upon request.

Monthly meetings provide opportunity to discuss any required design changes and ensure that they are not only documented but that they are discussed openly and the impact of any changes is considered and the any programme implications recorded.

Liaison Between Contractors

Communication sessions will be held with the workforce each morning as part of the Daily Pre-start briefing system. The sessions will facilitate information flows from the Company and client to the workforce and in the opposite direction. Communication is key to the success and implementation of any standard or system but we further recognize that communication needs to be two ways. All means of communication will on a regular basis, be supported by a member of the company senior management team to provide consistency and clear, visible leadership.

Demolition Services Limited will ensure contractors attend meetings held on site to maintain up to date contact and exchange of any safety relevant information. Alterations to working methods or personnel involved in the project will be detailed and relayed to Demolition Services Limited and others that it may affect. Any other information arising that may have an effect upon other personnel working on site will be notified at the earliest opportunity.

Monthly meetings will be held of which will include a mandatory agenda item for Health and Safety issues

Consultation with the Work Force

Each morning before work commences, the Site Manager/Supervisor will discuss the day's work programme with the operatives on site. All hazards associated with the work will be highlighted to the relevant personnel. In addition, periodic safety talks on subjects relevant to the work being carried out will be given by the Site Manager/Supervisor or the Company Senior Health and Safety Manager. The operatives are encouraged to participate in these talks and to bring to light any problems, hazards or safety issues

encountered on the project. Attendance records are kept of these talks. Demolition Services Ltd operates an open-door policy where personnel are encouraged to participate in the meetings and also bring to light any concerns, hazards or safety issues encountered during the project.

Selection and Control of Subcontractors

Throughout the course of the works it will be necessary to call upon the services of certain sub-contractors and specialists of which may include (but not limited to): -

a) Sub-contractors

i) For haulage operations
(As required to meet demand)

ii) For Scaffold erection
(Sub-Contractor yet to be appointed)

iii) To assist with structural demolition
Demolition Services Group
Unit2
Wortley Moor Road Leeds
LS12 4JE
Tim Arnold -0113 279 4286

iii) Road sweeping
(as necessary, for control of road pollution)

b) Specialists

i) External safety auditing
PERSES Ltd –Stephen McCann 07595 293 058

Demolition Services Ltd employ a system of assessing potential sub-contractors, competency which includes a health and safety questionnaire. All accepted contractors are reviewed to determine continued suitability/competency. The assessment/review will consider all aspects of the contractor's management and all operative's relevant technical capabilities. The contractor's policies, practices, risk assessments and safe working procedures and miscellaneous safety matters will be explored in depth along with relevant recent experience. The information collected during the assessment/review will be kept updated as necessary to aid future reviews. The information obtained during this review may include the following:

- Company Safety Policy Statement
- Site Safety Responsibilities
- Risk and COSHH Assessments
- Method Statements
- Competency, Training Records, Qualifications
- Provision of PPE
- Site Accommodation, Toilet & Washing Facilities
- Monitoring of Safe Systems of Work
- Accident Statistics
- HSE Actions

All operatives working on DSL sites are expected to work to the same standards irrespective of whether they are employed, self-employed or a subcontractor and as such are rules and method of communication and information exchange will remain.

All operatives working on site are expected to have been inducted by DSL and evidence of training and competence be obtained.

All working practices must be consistent with any method statements and risk assessments provided.

Site managers will carry out a RAMS review to ensure the suitability of those provided

Ongoing supervision by the DSL site manager will ensure that such practices are adhered to and subcontractors will be included in a daily site pre-start briefing.

Regular toolbox talks are carried out on sites of which will include both, sub-contractor led toolbox talks and DSL site-based talks

Site audits carried out by DSL include all operatives and activities on site ensuring safe working practices are adopted consistent with the above.

Site Security, Access and Egress Arrangements

As with many sites, theft and vandalism is continually present during the construction / demolition phase of works and Demolition Services as a principal contractor will take the necessary protective and preventative measures to ensure the site is maintained secure at all times in line with HSE Guidance HSG151 'Protecting the Public' as we as the Construction (Design and Management) Regulations 2015.

Demolition Services Ltd will erect a perimeter fence/barrier around the site where required (or in the absence of hoarding) and warning signs will be placed along the fence/boundary at suitable locations to ensure persons approaching are aware of the demolition site, exclusion zone and the dangers therein.
All visitors to the site will enter through the main entrance gate and report to the Site office. They will be required to sign in and out to ensure the site management are aware of how many people are on site in the event of an emergency. Visitors/Contractor's will be required to undergo site induction, wear safety equipment and will be accompanied by a representative on site at all times.

The perimeter fence / hoarding will be checked on a daily basis to ensure that it is maintained in good condition and remains secure. Gates/barrier into the site will be secure at all times and when wagons enter and leave the site they will be aided by a banksman.

There is no expectation that during the course of these works, the demolition exclusion zone would need be extended beyond the site boundary are therefore poses no risk to the general public or neighbouring properties.

All mobile plant left overnight will be parked safely and locked to prevent anyone tampering with them.
The keys for the machines will be kept secured or removed from site by the Site Manager/Supervisor or other nominated responsible person and left inside the Site Office.

Security will be maintained on site outside of normal working hours.

Additional fencing will be erected prior to the commencement of any works as indicated by the RAMS. These exclusion zones or 'no-go' areas will be clearly identified with appropriate signage being displayed on the heras fencing and may include for lockable gated access.

The development of the RAMS will incorporate the ongoing need to establish exclusion zones on site, beyond which no person should be harmed from carrying out the works and maintain safe access and egress to those work areas. Access and egress areas, roads and designated walkways must be clear of obstructions at all times, be adequately signposted and ensure emergency exits lead to a place of safety.

The site plan will be updated as required to reflect the initial site set up, progress of works and ensure that safe access is maintained to those occupied buildings identified on the site plan and / or any client access requirements.

Site Induction

Before working on site, everyone must attend the site induction. The induction will identify information on:

- Site specific instructions
- Covid-19 employee and sub-contractor declaration forms to be completed
- Site rules
- Welfare facilities
- Emergency procedure
- First aid facilities and provisions

Personnel and Training

The work will be carried out by experienced, competent demolition operatives, supervised by an experience Site Manager/Supervisor.

Onsite training will take the form of initial inductions and periodic toolbox talks given by the Site Manager/Supervisor or the Company Senior Health and Safety Manager. Attendance records are kept of these safety talks and will be available for inspection on site.

No persons are permitted onto the site without a minimum of a CSCS Card, superseded only by a relevant industry approved training card.
Evidence of training and competence will further be obtained ***relevant to the task being completed or works being carried out on site***, such an example would be asbestos removal, plant operator, demolition operator or scaffolder.
The CSCS card scheme has joined forced with a number of industry approved training bodies and as such formed a partnered card scheme, details of which can be found at **www.cscs.uk.com/about/partnercard-schemes/**
Here a number of cards schemes you have referred to of which we consider forming part of the CSCS card system.

Welfare Facilities and First Aid

Demolition Services Ltd will provide, or arrange the provision of, welfare facilities for their employees. A number of self-contained welfare units will be made available at the start of the works and used for breaks and when bad weather stops work.

Units are supplied, fully compliant with Schedule 2 CDM Regulations 2015 and will be equipped with:

- ✓ Heating
- ✓ Tables and chairs
- ✓ Facilities for heating food and boiling water
- ✓ Wash basins, drying and toilet facilities
- ✓ Site office

These facilities will be conveniently located near the site entrance allowing for good access, lighting and ventilation. They will be properly maintained and kept clean at all times

A qualified First Aider/Emergency First Aid at Work Person will be on site at all times. First aid boxes will be provided and checked regularly. The site First Aider/Emergency First Aid at Work Person will be identified during the site induction and on information posted on the site notice board.

Contractors Accommodation

Allowances for contractors accommodation have been made on the site plan. This allows for key personnel to stay overnight in a designated area of the site, outside of the demolition exclusion zone. All contractors accommodation is provided as self contained and will be maintained to the safety standards and conditions of the site welfare facilities. No nuisance noise will be permitted outside of normal working house. Fire extinguishers must be available at each accommodation block. The accommodation must be demarcated with signage and fencing. Waste will be deposited in the welfare designated canteen waste bin only for offsite disposal. The area kept clean and tidy at all times.

Accident Reporting and Investigation

DSL promote the reporting of both near misses as well as accidents. All accidents and incidents should be reported verbally in the first instance and by completing the accident book of which is held on every site. Accident book entries should be sent to the office as soon as possible for review by the H&S Dept. of whom will determine the level of investigation required and any action to be taken.

As part of DSL's new online system, all Site Supervisors iPad's have been furnished with an initial accident investigation form of which must be completed at the earliest opportunity and sent to the Senior H&S Manager as well as the Contracts Manager. Upon review, the need for further investigation, HSE notification and / or risk assessment review will be determined by the management team. The outcome of any investigation will be communicated to the Site Manager / Supervisor and those relevant operatives as deemed necessary.

All near-misses must be reported to the Safety Manager, as soon as possible so that action can be taken to investigate the causes and to prevent recurrence. Reporting can be done in any format and be made in confidence if required. The aim is to promote the communication line, its confidence and discretion to

allow prevention of any such accident / incident, improvement of working practices and safe systems of work without ever assigning blame.

Reporting Procedure:- Employees

- ✓ All accidents must be entered in the appropriate Accident Book either by the injured person or, if this is not practical, someone else present at the time and as soon as is practicable (Usually after first aid has been administered)

- ✓ Arrangements should be made to inform the supervisor and pass over the completed accident / incident form and any relevant supporting information

The Site Manager / Supervisor has the responsibility to then ensure that the HSEQ Manager is informed to allow for a full investigation if deemed necessary in order to prevent a re-occurrence.

Where applicable, the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 are met and reports / notification submitted by the HSEQ Manager

Reporting Procedure - Visitors / Contractors

Any non-employee who experiences an accident or near-miss incident whilst on the premises must report the incident immediately to the person responsible for his or her premises on site. If the person responsible is not available, the visitor / contractor must obtain the assistance of a responsible person to ensure that the company procedure is adhered to.

All injuries must be reported in the accident book, however minor. Visitors and contractors who are unable to enter their account into the book must arrange for another person to make an entry on their behalf. Visitors and contractors should also notify their own employer where applicable.

Emergency Services Procedures and Details

Emergency procedures are the responsibility of the Demolition Services Ltd Site Manager, who will ensure that all personnel under their control attend site inductions where they will be informed of the site emergency procedures.

In case of an emergency, the person discovering the situation must contact the site supervisor/manager and give him/her all the relevant information. The Site Manager will then make the decision to call the emergency services on the 999 number; he/she will relay details of the type of emergency and site location and any other relevant information. Nominated access routes will be kept clear of obstruction at all times to ensure safe access for emergency vehicles.

The site manager will contact the safety department of Demolition Services Ltd (DSL). A member of the DSL safety department will then contact client representatives as soon as is practicable. All relevant information available will be passed to the representative. Where required a full investigation will be instigated as well as any notification to the relevant authorities if required.

In the event of a serious accident the emergency services will be met at the site boundary and any assistance we can offer will be made, such as use of heavy plant and operatives.

Operatives will be informed during their site induction and subsequent safety talks that, in the event of an emergency, they must go directly to the nearest muster point and await further instructions. A role call will be taken of all staff and visitors to ensure all persons are accounted for. A daily log will be kept, to record the personnel on site at any one time and the area each person is working in, if appropriate, to provide essential information in the event of emergency.
Key emergency contacts will be displayed on the site notice board as detailed earlier in this plan.

Fire Emergency Procedures

A project fire plan will be drafted for the site and will be specific to the proposed work activities

There is no smoking within the structures **under any circumstances**. Site personnel will only be able to smoke within the designated area of the site set up, failure to comply with this may lead to disciplinary action being taken.

Fire extinguishers are always kept available during demolition and in particular if any hot work processes are taking place. All hot work activities will be controlled by DSL 'Hot Work Permit'. Hot works mean any activity that has the potential to cause an ignition source.

All working and accommodation areas will have suitable and sufficient fire extinguishers appropriate to the risk involved. Site offices and accommodation will have fire extinguishers deployed at convenient positions. In the case of an emergency where the local fire brigade are required full details of our occupation, the site access point and any other relevant information will be passed on prior to their arrival.

Fire Prevention on Demolition Sites

All Demolition Services Ltd employees are aware of the hazards of fire on demolition sites and thus are trained and vigilant in ensuring sites are kept clear of unnecessary flammable materials and fire extinguishers are readily available. Supervisors who control demolition sites will ensure that all sources of ignition are controlled. They will ensure that:

- Flame cutting/use of abrasive wheels etc is only done under a hot work permit
- All burning equipment is in working order and operatives are suitably trained
- Water hoses or extinguishers are available during hot work procedures
- Before burning activities take place, all combustible material is removed and stored safely
- Burning activities cease at least one hour before the end of the working day and are followed by an inspection to ensure that all flames have been extinguished and that no hot spots are evident. Where hot spots are found, they will be dampened.
- Flammable waste materials will not be allowed to build up and are controlled by continual removal
- All electrical equipment is suitable for the task and properly maintained.
- Smoking is restricted to designated areas only
- Before leaving site, the site manager will ensure that all flammable materials such as petrol or diesel are stored safely
- The site is made secure at the end of the day to prevent unauthorized access and manned overnight by security to minimize the risk or arson.

Production and Approval of Risk Assessments and Written Systems of Work

Demolition Services Ltd will ensure that risk assessments are carried out for all demolition activities and the findings incorporated into safe systems of work. The risk assessments must be reviewed regularly and revised as necessary. The Demolition Services Ltd Site Manager will approve all risk assessments and safe methods of work before the work is carried out.

When agreed methods/procedures have been produced, they will be adhered to by all employees. Any deviation or alteration will only be allowed following a revision of an appropriate risk assessment and method of work by the Site Manager for minor changes and the same but with secondary review and approval by the Companies Senior Health and Safety Manager.

Permits to work

Permits to work are defined by DSL as a system used to control a number of key tasks defined as high risks activities and are designed to be the final check before allowing works to commence.

Permits are currently in place for the following areas

- ✓ General Permit - this is the minimum permit required and applicable to all works. A permit will be issued to each team / area
- ✓ Hot works permit – this is to be issued to the lead burner for each working area carrying out hot works.
- ✓ Confined space permit – Controlled issued permit
- ✓ Permit to Dig – Controlled issued permit

The general permit (PTW02-00 General) and the hot works permit (PTW01 – 00 Hot Works) are free issue documents and available to all site managers. The confined space permit and permit to dig are available only on request and advice of the H&S Manager is a controlled issue permit.

No people assigned to this permit. Inc Supervisor or person accepting the permit		Name of Supervisor or person accepting the permit	

Permit to Work – General

1. General Details	*NOTE: A copy of this permit must be retained by the person accepting it and produced on request.*		
Description of work:		Start Time	End Time
Method Statement Ref No		Date	

2. Hazards to consider – (Site Manager / Supervisor to Complete)			
POW /RAMS in place for the works and have you and those carrying out the works, read, reviewed, understood and in agreement of the methodology and SSOW provided. Yes ☐ No ☐ N/A ☐ Pre-start briefing been provided to operatives Yes ☐ No ☐ N/A ☐ Evidence of competency of operatives Yes ☐ No ☐ N/A ☐	Evidence of services disconnection / isolation received? Yes ☐ No ☐ N/A ☐ Have exclusion zones been established and suitably secured? Yes ☐ No ☐ N/A ☐ Demolition ONLY: Asbestos Survey received, read, understood and action take to (identify, remove and communicate the location of any ACM's) or clearance / handover received Yes ☐ No ☐ N/A ☐	Is all plant, tools and equipment required for the works available, in good condition and suitable for the task/ works Yes ☐ No ☐ N/A ☐ Have inspection records been obtained and recorded pre-use checks been carried out for all plant and equipment Yes ☐ No ☐ N/A ☐	If a Temporary works design was required, has a permit to proceed been issued from the TWC? Yes ☐ No ☐ N/A ☐ Any other comments/ actions:

3. Please state ADDITIONAL (i.e over and above mandatory site) Personal Protective Equipment (PPE) required - (Site Manager / Supervisor to Complete)
RPE ☐ Eye protection ☐ Specific Gloves ☐ Ear Protection ☐ Other ☐ Details / type:

4. Checks to be carried out to ensure safety of work – (to be completed by the lead operative/ supervisor or chargehand)			
The extent of the works have been understood and the RAMS signed Yes ☐ No ☐ N/A ☐	The works area is suitably cordoned off to prevent access by unauthorised persons Yes ☐ No ☐ N/A ☐	Evidence of service disconnection / isolation obtained? Yes ☐ No ☐ N/A ☐	The extent and location of ACM's are known Yes ☐ No ☐ N/A ☐
Please state any additional controls:			

5. Working at height – if applicable (Site Manager / Supervisor to Complete)			
Is a suitable form of access and / or working platform provided? Yes ☐ No ☐ N/A ☐	If a harness is required, has it been inspected prior to issue? Yes ☐ No ☐ N/A ☐	Has evidence of the erection and / or use of WAH equipment been provided? Yes ☐ No ☐ N/A ☐	Have WAH equipment / platform inspections been carried out and copies obtained / displayed? Yes ☐ No ☐ N/A ☐
Please state any additional controls:			

6. Issued by (Site Manager / Supervisor)	
Authorised Issuer:	Signature:
I (the above) agree the control measures indicated above were in place prior to work commencing.	

7. Accepted by – Lead Operative / supervisor or chargehand	
Received by(Name & Title):	Signature:
I (the above) understand that only the work described in this permit can be carried out. Any findings, issues, or changes will be immediately reported to the issuer.	

8. Check then confirm the job has been cancelled or completed by circling the following, then sign as appropriate (Issuer).			
CANCEL PERMIT / WORKS STOPPED	Name:		COMPLETED WORKS – AREA SAFE UNTIL RETURN OR FOR REOCCUPATION BY OTHERS
	Signature:		
	Time:		

No people assigned to this permit. Inc Supervisor or person accepting the permit		Name of Supervisor or person accepting the permit	

Permit to Work – General

9. Daily Sign up – Remember a PTW lasts for one day ONLY

Where the following can be demonstrated, a permit can be signed back onto each day by the lead operative

SAME Working Area
SAME People carrying out the work
SAME Equipment being used
SAME Methodology being applied

ANY chances to the above require a new permit to be issued!

Name	Signature	Date and time ON *Confirming the works are to be carried out in accordance with the permit controls*	Date and time OFF *Confirming the area has been left safe until return or for the reoccupation of others*

No people assigned to this permit. Inc Supervisor or person accepting the permit		Name of Supervisor or person accepting the permit	

Permit to Work – Hot Works – PLEASE NOTE THAT THIS IS NOW A DAILY PERMIT

1. General Details	****** Operatives are reminded that all works involving cutting, grinding, or the use of oxyfuel that could generate a spark or naked flame MUST be completed 1 hour prior to the expiry of this permit*****		
Description of work: INCLUDE METHOD OF CUTTING e.g Oxy-Propane Flame, Stihl saw		Start Time	End Time
Method Statement Number and specific location of work:		Date	

2. Hazards to consider – (Site Manager / Supervisor to Complete)			
Designated Area for burning/ away from other people / activities: Yes ☐ No ☐ N/A ☐ Combustible materials within work area Yes ☐ No ☐ N/A ☐ Comment/ Action:	Exposure to fumes, gas or vapours Yes ☐ No ☐ N/A ☐ Painted Metal (Potential Lead) Yes ☐ No ☐ N/A ☐ LEV Required: Yes ☐ No ☐ N/A ☐ Comment/ Action:	Equipment available (Cylinders, hoses, safety devices and PPE) Yes ☐ No ☐ N/A ☐ Comment/ Action:	RAMS in place for the works and signed upto? Yes ☐ No ☐ N/A ☐ Evidence of competency of operative Yes ☐ No ☐ N/A ☐ Comment/ Action:

4. Please state Personal Protective Equipment (PPE) required
Gauntlets ☐ Min Shade 5 Visor ☐ Fire retardant overalls ☐ Welders Hood ☐ RPE ☐ Other ☐

5.Fire Watch/Hot Work Area Monitoring	
A "Fire Watch" must be provided during hot work activities and for a period of 1 hour after work to minimise the risk of fire and is a person with designated responsibility to monitor and check the area for fire inception. The fire watch is required to know the location and how to use the fire fighting equipment provided and has an equal responsibility to check the area for combustible materials, reporting directly to the recipient and the issuer of this permit should the area be deemed unsafe	
Designated fire watch (PRINT NAME):	Signature:

6. Issued by (Site Manager / Supervisor)	
Authorised Issuer:	Signature:
I (the above) agree the control measures indicated above were in place prior to work commencing and issue this permit on the basis of the item 8 checks being made by the person named in section 7.	

7. Accepted by – Lead Operative / Burner	
Received by (Name & Title):	Signature:
I (the above) understand that only the work described in this permit can be carried out. Any findings, issues, or changes will be immediately reported to the issuer.	

8. Checks to be carried out to ensure safety of work – (to be completed by the operative accepting this permit prior to commencement of works!)			
Are the cylinders secured in a trolley / bank in an upright position? And on a suitable platform for transporting? Yes ☐ No ☐ N/A ☐	Do you have all items of PPE / RPE required for the works and listed above? Yes ☐ No ☐ N/A ☐	Is the cutting torch in good condition, and of suitable length? Yes ☐ No ☐ N/A ☐	Combustible materials removed from work area ? Yes ☐ No ☐ N/A ☐
Are flash back arresters fitted? Yes ☐ No ☐ N/A ☐	Are regulators fitted, the correct type, good working order and suitable for use Yes ☐ No ☐ N/A ☐	Are the hoses in good condition, suitable length and free of any jubilee clips? Yes ☐ No ☐ N/A ☐	Do you have fire extinguishers or suitable fire fighting equipment available and to hand in the work area? Remember fire extinguisher in MEWP basket also Yes ☐ No ☐ N/A ☐
Please state any additional controls:			

7. Check then confirm the job has been cancelled or completed by circling the following, then sign as appropriate (SM/SS).			
CANCEL PERMIT / WORKS STOPPED	Name:		COMPLETED WORKS – AREA SAFE UNTIL RETURN OR FOR REOCCUPATION BY OTHERS
	Signature:		
	Time:		

No people assigned to this permit. Inc Supervisor or person accepting the permit		Name of Supervisor or person accepting the permit	

Permit to Work – Hot Works – PLEASE NOTE THAT THIS IS NOW A DAILY PERMIT

PLEASE NOTE THIS HOTWORKS PERMIT IS NOW A DAILY PERMIT

A NEW PERMIT MUST BE COMPLETED EACH AND EVERY DAY WHERE HOT WORKING IS REQUIRED

Confined Spaces

Confined spaces are those spaces which offer some restriction that can render a risk to life, such assessment must take into consideration the proposed work activities

Such areas that may be found on a demolition site and defined as a confined space for operators to access and work in will include but not limited to; manholes, shafts, storage tanks, poorly ventilated basements, tunnels and some roof spaces.

Work in these places, by operatives will only ever be carried out where all other options have been explored and it is not reasonably practicable to carry out the work with entry. A confined space entry permit system will be adopted on a job / task specific basis and suitable warning signs displayed.

Supervisors and operatives who are required to work in confined spaces will ensure that a job specific method statement and safe system of working is prepared, be trained to work in such conditions and be suitably equipped for the task. An in case of emergency (ICE) rescue plan must be devised for the situation and task with all assessments and associated controls will be prepared on a job specific basis.
Reference made to Confined Spaces Regulations 1997

The following assessment will be used in all cases

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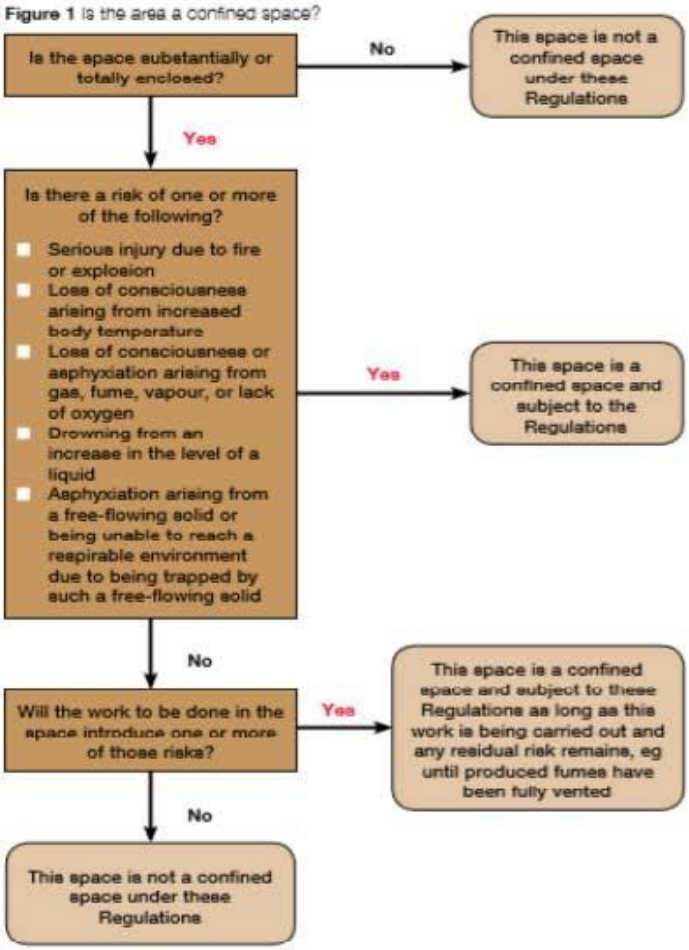
Confined Space Identification Assessment

Location of potential confined space		Confined Space Assessment No.	
Description of works being carried out and tools being used		Any relevant tools or equipment being used	

Figure 1 Is the area a confined space?



In applying the above has a specified risk been identified (where applicable, specified risk should be identified here)		Has a confined space been identified?	
Is a confined space risk category assessment required? (if so it MUST be read in conjunction with this document)		Outcome of the confined space risk assessment category (high / medium / low)	
Controls required when working in this space:			

Site Rules

- The site will be secured from unauthorized entry by perimeter fencing/wall, with appropriate warning signs displayed. Any access or created openings must be secured immediately following use.
- At the end of the working day, all means of access must be secured to prevent unauthorized persons (especially youth and young persons) accessing the site and any hazardous areas.
- All personnel on the site must be inducted as to the site nature and specific hazards before they commence work.
- All plant and equipment used on site must be compliant with the Provision and Use of Work Equipment Regulations 1998.
- All substances to be used or handled on site must have a COSHH assessment available on site for operatives to consult.
- Smoking is prohibited inside any building. The possession or use of alcohol and drugs is prohibited.
- Operatives must maintain the welfare facilities in a safe, clean and tidy condition.
- Operatives must wear the appropriate personal protective equipment (PPE) for the tasks that they are performing or as prescribed in the method statement.
- Operatives must comply with the Demolition Phase Plan, work to the method statements and abide by safety signs and directions at all times.
- All operatives must conduct themselves and perform their duties in a safe manner.
- Operatives must check their plant and equipment prior to use and report any defects or problems to their supervisor.
- Operatives must have designated fire-fighting equipment on hand to cover hot works being carried out on site and only work under a suitable hot works permit.
- All waste materials must be collected and removed from site at regular intervals.
- No burning of rubbish is allowed on site.
- Acts of threat or violence will not be tolerated, any offender will be removed and permanently excluded from site.
- Parking is not available on site. Public transport is encouraged.
- Exclusion zones must be adhered to at ALL times.

These rules may be updated of deemed necessary, as the nature of the work proceeds.

Sources of information

TYPE QF INFORMATION	LOCATION
Location of First Aid box	Site Office Notice Board
Identity of First Aider	Site Office Notice Board
Emergency Procedures	Site Office Notice Board
Insurance Details .,	Site File
Form 10 (Rev) , '	Site Office Notice Board
Accident Reporting Procedures	Site File
Site Rules	Site Office Notice Board
Programmed Works	Site Office Notice Board
Method Statements/ Risk Assessments	Site File
DSL Health & Safety Policy	Site File
DSL Policy for Asbestos Removal	Site File
Site Health & Safety File	Site Office
Training Records	Site File
Plant Maintenance Records	Site Office
Safety Audit Reports	Site File
Registers e.g. PUWER, LOLER Scaffold etc	Site File
All Tender and Service Record Drawings	Site File

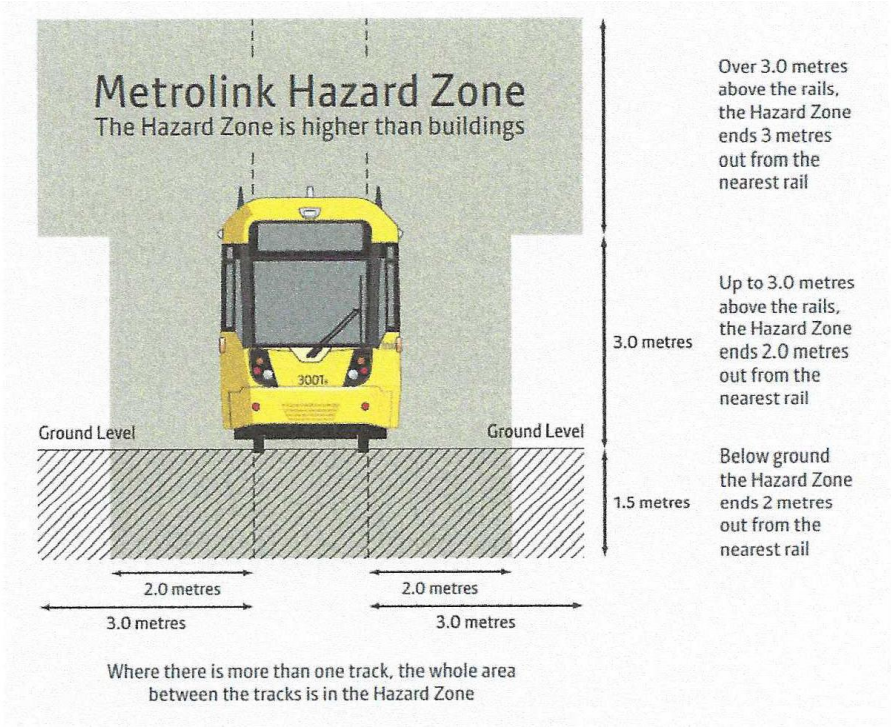
SECTION 3 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT RISK

Adjacent Metrolink lines

The demolition of buildings is in close proximity of the live Metrolink lines. In order to mitigate the risk of damage during the demolition works a protective scaffolding screen will be erected to the full height of the buildings along the back, with a nominal return as shown on the demolition plan.

The demolition risk assessed method statement will be provided to the Metrolink for prior authorisation prior to the commencement of any works.

The guidance document explains the hazard zone and provides full details on the requirements for obtaining permission to proceed with the works.



IN CASE OF EMERGENCY

If work obstructs the track unexpectedly, if anyone or anything comes into contact with the overhead wires or if tramway equipment is damaged, please inform the Metrolink control room immediately.

The control room can be contacted at any time by:

- Using the emergency help point at any tram stop
- By telephoning 01612035619 (emergencies only)
- Contacting a Metrolink representative
- Contacting the emergency services using 999

You must tell the control room that there is an emergency and explain what has happened and where.

Covid-19

Covid-19 has now become part of life in the UK and something that we must all contribute to controlling in order to reduce the risk of transmission between us.

DSL have allocated Charlene Walsh as the Covid Champion for the company and as such is regularly monitoring the latest government guidelines and developing system and practical ways in which we can all keep safe on our sites.

A covid-19 risk assessment has been developed and should be read in accordance with the latest government guidance for contractors working within the construction industry. As well as utilising the latest government issued posters, DSL have produced their own internal posters of which will be visible around the site.

Subcontractors are not considered exempt from DSLs arrangements for a Covid safe site and as such each contractor is not only required to complete a declaration before coming to site but all RAMS require Covid risk assessment and temperate checks will be taken upon arrival daily. All other onsite practices must be adhered to

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What does staying safe on this site mean?

Adhering to signage, particularly where the number of people in a room or facility is restricted

Ensuring sanitising wipes are available in each buggy or machine

Covid-19 is still active.

Maximum number of persons allowed into this room at any one time is:

4

Keeping your distance – 2m wherever possible

Break times should be staggered to avoid 'peak' times

When entering site, stay in your car with your window open and do not enter the gatehouse, you will then be approached from a safe distance and asked for you induction number

Having hand sanitisers widely available across the site

Contractors living on site should consider their accommodation their home, this means that there should be no social mixing or visiting each others accomodation

Wash your hands before eating or drinking

Report any issues where a cleaning regime, rota or control measure isn't working or could be improved upon.

Following the guidance provided, ask questions and stay alert

Where you have been allocated a working team bubble – stick to it, this means that you work together and take breaks together

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What does decontamination mean?

Decontamination means a full clean of any workspace, plant or vehicle in order to prevent spread of the virus

Ok… but when do I need to do it?

Sharing work or lunch desks, machines and vehicles are not advisable and every attempt to ensure individual allocation is being made on all of our sites. There will however be infrequent times where you will be required to change or use a different vehicle or machine . If this is the case it must first be decontaminated! Some other situations are explained below.

Situation 1 **Only I use this vehicle, machine or workspace**	Brilliant! However, we cant get complacent. In addition to washing your hands regularly, you should decontaminate your machine or vehicle at least once each day. Ideally in the morning, prior to first use.

Situation 2 **I have been allocated a new vehicle, machine or workspace**	No problem, but first lets ensure you are protected by decontaminating your new machine, vehicle or workspace using sanitising spray or wipes before making yourself comfortable

Situation 3 **A colleague has gone home with symptoms having used a vehicle, machine or workspace**	Even if there are no plans for anyone else to use his / her vehicle, machine or workspace lets be safe and decontaminate anyway. Clean down all surfaces with sanitising spray or wipes. Remembering to dispose of all consumables immediately.

Situation 4 **Feeling anxious, cautious or just want that safe feeling you had this morning**	Clean again! There is no limit to the number of times that you can or should decontaminate your work area. We are doing our upmost to protect you and grateful for you going that extra mile however is fear or anxiety is causing you any concern, let us know, we are all in this together.

How do I Decontaminate?

Using sanitising spray and disposable paper towels, spray down all hard surfaces and wipe away.

Think handles, levers, control pads required during access and use.

Sanitising wipes can also be used but all used consumables must be placed into a rubbish bin immediately after use.

Consider the need for disposable gloves, eye and face protection.

Check the COSHH labels – not all sprays are the same!

Wash your hands or use a hand sanitizer once finished

Need more supplies? Have an idea? Questions? Just ask ☺

Complacency costs lives. Decontaminate your workspace!

Traffic and Access Rules Generally

- Designated access, egress, fire and emergency access routes will be kept free of obstructions at all times.
- Materials will not be stored on or near roadways, paths or other areas where they may constitute a hazard.
- Banksmen will be employed to assist in traffic movements on and off the demolition site with consideration for other road users and pedestrians.
- In the event of an emergency, a nominated person will meet the emergency services at the entrance to the site and guide them to the emergency.
- Safe routes to separate pedestrians from plant and vehicles will be established on site as soon as practicable.
- Wherever possible, the need for vehicles to reverse will be minimized.
- No parking is permitted on the site. Vistors and contractors are advised to used public transport.
- Delivery vehicle movements will be controlled on site and will follow site rules.
- Safety signs will be clearly posted to make site personnel aware of traffic hazards.
- The use of hand-held mobile phones while driving or operating plant is forbidden.
- Drivers must obey the site traffic management system, including any speed restrictions (10mph), designated pedestrian crossing points and turning circles.
- These measures will be monitored during safety audits and observations and personnel made aware of them during inductions and safety talks.
- Traffic routes will be clearly indicated by suitable signs, regularly checked and suitably maintained.
- Traffic routes will be kept fee of obstructions and have sufficient clearance for use, so far as is reasonably practicable.
- Waste will be removed progressively as works proceed and 5-15 wagon movements per day are likely at intermittent intervals.

Safe Excavations

Excavating ground is a common practice on demolition sites requiring a site based risk assessment to be carried out to determine not only the works requirements but the risk of collapse which could be due to either poor quality soils, materials, incorrect angles and formation of ramps, absence of suitable shoring or support and the failure to consider the loading of plant of machinery. Demolition services operate a permit to works system and will carry out a suitable risk assessed method statement prior to carry out any excavations of which will be compliant with the temporary works system.

The risk assessment should be carried out before any excavation work and should identify the present and potential hazards, who is at risk and how, and the control measures necessary to protect the health and safety of workers and local communities. The following hazards should be considered:

Collapse: Where the sides of an excavation fall in from the top or excessive ground pressure forces the sides of the excavation inwards, a collapse is likely to occur. Other factorsthat can contribute to a collapse include the ground material or type and its condition (dry or wet, for example).

Loading the excavation edges: Placing too much weight on the edges of an excavation can lead to collapse, causing thematerial or equipment responsible for the loading pressure to fall in.

Moving machinery: Construction work is often carried outin congested areas with limited space. Potential hazards
include workers and members of the public in close proximityto moving excavators and other mobile work plant.

Access: Companies must ensure that they maintain a safeway in and out of an excavation.

People or material falling in: Densely populated areas with poor illumination increase the risk of members of the localcommunity falling into an excavation.

Weather conditions: There may be flooding from rainwater, ground water or damaged services, such as high-pressure water pipes, which can cause instability and collapse. Warm weather can also dry soil and remove moisture, causing cracks to appear in the excavation walls, increasing the risk ofcollapse. Frost and freezing conditions can cause movementand collapse, especially when the ground begins to defrost.

Underground services: If an excavation is around services, such as electric cables or water and gas pipes, this can behazardous and affect the shape, size and characteristics
of an excavation.

Overhead services: Overhead cables can restrict movement and the ability of an excavator to operate safely.

Contaminated ground: The ground can be contaminated with oils, fuels or numerous other hazardous substances, including asbestos-containing materials that have been disposed of inadequately. Depending on the substance in question, the atmosphere inside the excavation may be flammable or toxic. If such substances are present, this may require the excavation to be categorised as high-risk environment and classed as a confined space. This would then require additional safetyprotocols, expertise and equipment.

Dealing with Services on Site

Services information is yet to be provided however disconnections are to be organised by the client.

It is the responsibility of the DSL Site Manager/Supervisor to have in his possession written confirmation that all services to the structures have been disconnected /isolated prior to the commencement of any works.

DSL operate its own control measures of which require all services to be assumed live until such evidence has been seen otherwise.

It is expected that the appointed Demolition Site Manager familiarise himself with the works and the location and isolation of all services prior to commencement.

LOCATION OF EXISTING SERVICES		*Evidence of disconnection / isolation
Electricity		
Gas		
Telephone		
Water		
Drainage		
Others		
Demolition Services Ltd will ensure that all above services are isolated and a letter of confirmation is received prior to any work commencing NB * The "isolated" tick box is to be completed by the Site Manager/Supervisor prior to any work commencing.		

If there are any live services on site, they must be identified, protected and information provided to all personnel on commencing work.		
THIS TOOLBOX TALK REGISTER MUST BE SIGNED BY ALL PERSONNEL ON SITE		
PRINT NAME CLEARLY	**SIGNATURE**	
SUPERVISOR	**SIGNATURE**	**DATE**

Services on site NOT isolated – This FULL section to be completed by the Site Manager/Supervisor	
Electricity	
Gas	
Telephone	
Water	
Sewers	
Drainage	
Others	
Reason why no isolation:	
Precautions taken to ensure safe working if any services are left live: Protect with road plates	
Are all supervisors, operatives and any sub-contractors aware of any live services: Drainage drawings	

Activities on Adjacent Land Which May Affect Health and Safety

ACTIVITIES ON, OR ADJACENT TO THE SITE WHICH MAY AFFECT HEALTH AND SAFETY			
	High	**Medium**	**Low**
Residential			✓
Schools/Colleges			✓
Industrial/Commercial	✓		
Major Roads		✓	
Hospitals			✓
Railway Lines / Metrolink lines	✓		
Waterways			✓
Overhead Power Lines	✓		
City Centre	✓		

Comments

The site will be relatively self-contained however Demolition Services will secure and manage the access, traffic and work activities as required to carry out our operations safely and to avoid interaction with members of the public.

The location of site is in close proximity to a live Metrolink line. A protective scaffold screen will be required to aid the safe demolition of the building. The site itself is also a city centre location and naturally there are space restrictions.

Works must be carried out to ensure harm or nuisance is not caused to any persons outside of the demarcated exclusion zone. Roads must not be blocked and banksmen must be used.

PPE / RPE

This is always the last form of protection where all other action has been taken to eliminate, reduce, isolate, and control the risk. Training is provided on the correct use of PPE at the point of issue and during your company induction (Always in accordance with manufacturer's instructions).

PPE and RPE will be issued by the site manager if required and in accordance with the risk assessment. PPE and RPE issued will be recorded by the site manager for internal use only. Where PPE is a requirement dictated by the risk assessment, it must be worn.

PPE is free on all of our sites and to all employees therefore operatives are reminded that if it needs replacing they should inform their site manager.

Reference made to Personal Protective Equipment Regulations 2002 and HSE Guidance, INDG174

Prevention of drowning

Where a risk of drowning has been identified due to working adjacent to a water course, additional PPE may be required including but not limited to a floatation device. It is more common and practiced on this site, to provide a physical fenced barrier to eliminate the risk of any persons entering any water course. Warning signage will be displayed, identifying the water course and the risk posed.

Preventing Falls

Where possible, the need for working at heights will be avoided. If unavoidable, an assessment will be carried out to identify the safest overall means of completing the work. Safe working platforms and collective safety measures will take priority over PPE.

Anyone working at height will be given the appropriate training and instruction in the precautions to be taken to prevent falls of persons and objects. Anyone operating safe working platform equipment will be fully trained and competent in its use. If employees are exposed to the risk of falling due to open edges, guard rails and toe boards will be fitted.

Any safe working platform/equipment will be chosen with regards to the working conditions, nature of work to be carried out and the safety of persons using the platform.

Adequate safe means of access and egress for the work platform will be provided. The platform will be of suitable size and safe working load to allow the safe passage of personnel and the use of tools, materials, etc as required. All such platforms and fall arrest systems will be inspected regularly.

Harnesses and appropriate lanyards will be worn by all personnel where the possibility of falling remains. Where the use of harnesses is involved, rescue procedures will be established prior to commencement.

ACCESS TO WORK ABOVE GROUND WILL BE DONE BY:	
Existing ladders, walkways, landings and platforms	
Scaffolding erected by a competent sub-contractor	✓
Tower scaffold	✓
MEWPs – Boom/scissor lift type machines	
Other means	

Comments:

A protective scaffolding screen will be required as part of the works, namely along the back of the buildings where the Metrolink lines run.

Demolition works however will largely be carried out using mechanical excavators.

Scaffolding

There is a requirement for any scaffolding identified on this project as described. Any scaffolding to be erected will be done so only having applied the temporary works design category and by following the temporary works management plan. Thereafter a scaffolding management plan, scaffolding design (incl TW check if deemed a requirement) and suitable risk assessment and method statement will be developed.

Maintenance of Plant and Equipment

Demolition Services Ltd will ensure that all plant and equipment brought onto site for use by employees will be maintained, tested and certified to appropriate standards.

Equally, documentation of the above will be requested from any sub-contractor or Hire Company and filed on site prior to its first use on site

Upon arrival on site, the plant/equipment will be inspected to ensure it is in good condition and that adequate operating instructions are available where appropriate, including any SWL or safety critical operating conditions. Regular servicing and maintenance will be carried out. Only employees authorised by Demolition Services Ltd will be allowed to operate plant and machinery.

Hot Works

No hot work will be carried out unless the necessary permit has been completed and the controls detailed observed. A hot works permit is valid for one day only

Operatives will be fully trained and conversant with the techniques and methods of hot cutting, particularly for the cutting of metals and will be provided with suitable PPE.

All personnel engaged in oxy-propane hot cutting operations which are seen to be a coated metal are will wear respiratory protective equipment (RPE) unless testing has been carried out evidencing any paintwork to be free of lead or any other hazardous substances. All such work will be done to comply with the ACOP to the Control of Lead at Work Regulations.

Whenever any hot work is carried out on site, the operatives will have a fire extinguisher and/or charged up hose at hand and be trained in their use. At the end of each shift, and before meal breaks, an inspection of the area will take place to ensure there is no risk of fire. Following hot work, the area will be wetted down before the end of each day if necessary.

Asbestos (Additional to Asbestos Survey)

All demolition operatives working on the site will hold asbestos awareness training. In the event that any FURTHER suspected asbestos containing materials (ACM) are encountered during the demolition work, all work will cease, the area made safe and the client informed.

Once the nature of the ACM has been confirmed, an additional plan of work will be issued by DSL's licensed asbestos removal team covering all aspects of the asbestos removal works, conforming to all necessary asbestos regulations, requirement for notification and current codes of practice.

Manual Handling

Demolition Services Ltd will, so far as is reasonably practicable, avoid the need for their employees to undertake any manual handling operations at work which involve a risk of them being injured.

Regular safety briefs and toolbox talks are given by the site manager to ensure all operatives are reminded on good manual handling techniques.

Each task where operatives are expected to physical transport materials and or debris will be assessed, details of which including the precautionary measures are recorded on the Manual Handling Assessment to eliminate and reduce potential injury.

Demolition Services Ltd will provide any equipment that has been identified in specific risk assessments to eliminate and reduce potential injury.

Manual handling operations will be monitored and where required reassessed. Where identified, additional controls will be put in place.

Lifting

There are no expectations to carry out any lifting operations on this site. Should the requirements of the works change or a change in methodology be required a suitable and sufficient lifting plan will be prepared. The lifting plan will be devised following a risk assessment by a suitably qualified appointed person. Under no circumstances is any lifting permitted on site without a suitable and sufficient plan being developed by a qualified and competent person.

All lifting equipment must comply with Lifting Operations and Lifting Equipment Regulations (LOLER) 1998 and Provision and Use of Work Equipment Regulations (PUWER) 1998. A permit to work system is in place on this site.

Health Hazards / COSHH

Safety equipment that may be needed on site include face masks and filters that conform to HSE approval lists, RPE, PPE and full body harnesses. First aid and safety equipment will be available in an emergency.

All Demolition Services Ltd staff and contractors shall wear the appropriate protective clothing identified in the Risk and COSHH assessments at all times. In the event of failure by a contractor to provide or use the necessary PPE or equipment, the Site Manager will stop the work until the problem has been remedied satisfactorily and safely.

The location of Lighting towers during working hours will be stored and directed away from residential properties and will only be active during working hours and for minimal periods.

HAVS monitoring will be implicated and information recorded during the use of hand held tools during demolition works.
Operatives coming across any unknown substance will report the substance and its location to their supervisor immediately, who will inform Demolition Services Ltd, who will in turn arrange for the substance to be identified and dealt with accordingly.

Hypodermic Syringes
With all projects where the premises have been left for an amount of time there is a high risk of finding hypodermic syringes, practical measures will be adopted.

The site manager will have an initial walk through the buildings and across the site to establish the presence and risk of such hazardous items, prior to the commencement of any works.

All operatives are aware of the risk of contamination from medical "sharps" and treat them with due respect by way of induction and ongoing toolbox talks.

If any hypodermic syringes or similar hazardous items are located anywhere on site, site staff are instructed to contact the Site Manager who will make suitable arrangements for their safe removal before works recommence.

Psittacosis
Dead pigeons and their droppings are a known health hazard to humans. Although no findings are expected due to the recent occupation and use of the buildings, an initial walk around of the site and buildings will be carried out to determine the presence of pigeons and guano and precautions will be taken by all operatives clearing any such contamination.

All contaminated material will be disposed of prior to demolition work starting. PPE such as disposable overalls, gloves and RPE are usually used by all operatives for dusty work. This will also adequately protect them from PSITTACOSIS during this operation.

Legionella
An assessment will be taken of the site and buildings to determine the risk associated with the bacteria and the potential presence on site. The main source of contamination identified lies in the water sprinkler tank. It has however been organised with the client that this will be drained off prior to the commencement of the demolition works.

The risk on the site will be continually assessed and precautions will be taken in line with relevant statuary requirements and a specific risk assessment to prevent any possible Legionella infection where a risk is identified.

The onset of Legionella is caused by the inhalation of an infected water supply in a mist or spray form therefore a suitable safe system of work will be developed and incorporated into a method statement for this activity.

Weil's Disease (Leptospirosis)
This disease can be fatal if not treated soon enough. It can be caught from contact with urine from infected rats.

Operatives will be made aware that hygiene is essential as a means of avoiding the disease. Washing hands before eating and covering all open cuts is the best way to protect against Weil's disease.

Storage of Materials

Diesel or oil stored on site will be stored within a bund or a specific bunded/double skinned container to prevent spillages from entering water courses.

Oxygen and propane gas cylinders or banks will be stored safely within a secure, well-ventilated area, fitted with a lock. Propane will be stored separately from oxygen, with a distance of at least 3 metres between them. Empty gas bottles will be stored separately.

The siting of mobile crushers - these should be located away from properties as far as practical and should become screened by stockpiles where possible, provision should be made for adequate continuous (when operating) water suppression sprays details of which should be provide as well as maximum drop heights for crushed/screened material.

All flammable materials held on site will be kept to minimum quantities and stored at least 5 metres away from any buildings, the location will be designated and clearly identified as a no smoking area.

Plant and machinery will be contained within the demolition exclusion zone, secured at the end of each working day.

The loading and unloading of materials will be done only within the perimeter of the demarcated site boundary (exclusion zone) thus to ensure the operation does not in any way impact of neighbouring properties and / or businesses. The roads outside of the demolition zone must never be blocked at these must remain operational to third party users. The unloading area will be identified as an area of hardstanding within the curtilage of the site boundary and consideration given to double handling as well as safe unloading techniques. DSL will not actively store hazardous materials on site. All hazardous materials once removed will be stored in a suitable contained or sealed skip until such a time it can be collected from site.

Hazardous Materials

All known hazardous materials will be covered by a current Material Safety Data Sheet (MSDS) and COSHH Assessment which will be made available for personnel to read. In addition, personnel will be instructed in safe working procedures necessary before they come into contact with such materials. These procedures will be highlighted in the induction procedure or in subsequent toolbox talks. Any health monitoring required will be arranged in line with the requirements of the legislation concerned.

Hazardous wastes will be stored in appropriate containers, separate from any other waste materials to prevent any cross contamination.

Noise

Every attempt will be made to minimise/control noise at source.

Demolition Services Ltd operatives working on demolition sites (particularly those near dwellings and occupied buildings) will take all reasonably practicable steps to minimise the noise generated on the site.

On site where demolition works is in progress, contractors have a responsibility to see that activities are carried out in the quietest practicable manner. Where noisy activities are unavoidable, the disturbance will be minimise/attenuated by a choice of timing, technique, shielding or protection as appropriate.

On all moving plant, noise levels will be minimised by being vigilant on points such as:

- Stopping rattles (tightening covers, etc.)
- Throttling down engine when idling
- Fitting engine covers and keeping them closed
- Keeping tools sharp to lessen frictional noise
- Not dropping items (e.g. into skips) unnecessarily.
- Fitted with exhaust silencers, sound reducing equipment, mufflers

Where any person is liable to be exposed to noise levels greater than 80 dB(A), they will be informed and provided with suitable hearing protection. The most likely protection will be ear plugs or earmuffs, selected for their suitability and attenuating properties.

Noise will be kept to a minimum at all times any further restrictions imposed as deemed necessary.

Vibration

When the work involves the use of vibratory equipment, Demolition Services Ltd will monitor their workforce to ensure the maximum exposure levels are not exceeded by any of their employees for both hand-arm vibration and whole-body vibration.

Records of the expected levels of equipment will be kept along with times and durations of individual employee exposures.

Equipment and tools will be selected, maintained and used in work scheduled and rotated to ensure each employee's exposure levels are kept within legal requirements.

Dust

Demolition work, particularly the demolition of brick and concrete, will generate dust – especially during periods of dry weather. This dust generation can be controlled by wetting of the surfaces being demolished. Demolition Services Ltd operatives will use hoses to spray water, onto brickwork and debris, during the demolition/loading operations when conditions demand.

Siliceous dust occurs as a building material in natural stone, bricks or aggregates for concrete. Demolition processes involving breaking, crushing or grinding siliceous material will create dusts containing crystalline silica. As with other dust and fume hazards for which there are no separate sets of regulations and where it is not possible to comply with the exposure limits, suitable RPE will be provided and worn by employees at risk.

All personnel working in dusty areas shall, where necessary, wear a dust mask deemed suitable by the HSE. All operatives concerned will be instructed in the correct use of all PPE/RPE.

Dry areas of the works will be kept damped down to prevent the spread of airborne dust.

Haul roads shall be swept regularly to minimise dust generation from mud and debris deposited on road. Wheel washing measure will be implemented prior to wagons and traffic leaving the site.

All vehicles carrying materials to and from the site shall be securely sheeted before commencing their journey.

Speed limits for vehicles on unmade surfaces shall be enforced to minimise dust generation and dispersion. Dusty materials shall be stored away from site boundaries and in appropriate containment (e.g. sheeting).

Exposure to UV Radiation (from sun)

Demolition Services Ltd and its employees are aware of the dangers from the UV rays from the sun of which can include:

- Skin damage
- Sunburn
- Blistering
- Skin cancers

Demolition Services Ltd take the damage from the sun's rays seriously and will endeavour to provide information to site operatives which includes sun protection advice through toolbox talks, communication posters to encourage workers to cover up during summer months and to use sunscreen on parts of the body they can't cover up.

Lead

Where the presence of lead has been identified, either in paint or other materials, the Control of Lead at Work Regulations 2002 and associated ACOP will apply. The principle risk is likely to arise from the burning and cutting of steelwork coated with lead-based paints.

An assessment will be made to determine the nature and degree of exposure of the workforce to lead and the appropriate precautions required. The standards to be achieved are set out in the ACOP.

Precautions taken may include:

- Prohibition of eating, drinking and smoking in contaminated areas
- Provision of information and adequate washing facilities
- Provision of protective clothing
- Provision of local ventilation and RPE
- Medical surveillance where necessary.

Gases, Vapours and Fumes

Unusual fumes, vapours or odours will be treated with caution, together with any excavated materials of unusual colour, and will be reported immediately to the Site Manager.

Gases, vapours and fumes may be released, for example, from:

- Residues and wastes left behind in premises
- Demolition work involving excavations or access to sewage/waste pipelines
- Demolition of tanks, bunds and pipework
- Hot cutting or welding processes
- Natural processes such as organic decomposition

Where a hazardous atmosphere is identified, a risk assessment be carried out and controls implemented.

Ionising Radiation

Although no expectation for exposure is expected from the works proposed and being carried out on site, all operatives and wagon drivers are aware of the risk of exposure of which is communicated by way of a TBT. All wagons transporting scrap metals for recycling, will at the point of entry to the recycling yard be scanned for such radiation. In the unlikely event that any wagon is found to be containing such material, the wagon must report the outcome to the site manager of whom will stop works and immediately seek advice from the project management team.

Stability of structures whilst carrying out demolition work, including temporary structures & existing unstable structures

All structures are subject to a structural assessment as part of the planning process and the development of suitable and sufficient risk assessed method statement. The purpose of the assessment is to identify the structural integrity of the building and the key element that will be required to be removed in order to progress the demolition of the building or structure. The assessment will identify the sequence and direction of working.

Any structures during this initial assessment that are considered 'unstable' will be clearly demarcated and identified. No persons will be permitted to enter and the method of demolition would most likely be mechanical demolition only.

All structural assessments prior to the development of the RAMS will be carried out by a suitably qualified demolition engineer. During the demolition works, the machine operator will ensure at all times, that the structural integrity of the building is maintained.

In the unlikely event that temporary structures are required to be built, these will be done so in accordance with the Temporary Works Management Plan and recording on the TW register.

Work with or near fragile material

The site hangers have been identified as being constructed from a fragile material (Asbestos Roofing Sheets). All works on the site are subject to a building or task specific method statement although it is explicitly recorded that no operate is permitted to work on any roof. Demolition works are to be carried out mechanically thus to eliminate any risk associated with working on or near fragile materials.

SECTION 4 SITE SPECIFIC ARRANGEMENTS

Location of Site Offices and Welfare Facilities

LOCATION OF SITE OFFICES AND WELFARE FACILITIES
The site amenities are available within the site boundary, in an agreed located (and displaying suitable signage indicating their location) Site Cabins / welfare facilities will be available for rest breaks and when bad weather stops work in accordance with Schedule 2 of Construction (Design and Management) Regulations 2015. They will be well lit, heated, ventilated and regularly cleaned. See project site plan for welfare location

SITE MANAGER CHECK LIST	✓
Toilets	
Wash basins with warm water, soap and towels	
Changing/drying area	
Rest and eating facilities with means to warm food and water	
Drinking water	
Copy of F10 notification	
Copy of Section 81	
Copy of Asbestos Survey	
Copy of HSE ASB5 (if required)	
Copy of Health & Safety Law Poster	
Copy of Employer's Liability Insurance Certificate	
Copy of proof of isolation of services on site	
Copy of waste producer notification	

Site Waste Management Plan Details

Introduction

A site waste management plan is a report of the plans to reduce and manage the waste from a construction or demolition project. It provides a framework for waste minimization as well as the actual management of waste types and quantities arising from a project.

Despite the regulatory changes to The SWMP Regulation 2008 withdrawing the requirement for contractors to prepare a waste management plan, DSL believe it to be good practice and as such will endeavour to prepare such waste management documentation.

Responsibilities of Principal Contractor and Waste Producer

As a Principal Contractor and Waste Producer we have a duty to manage waste produced by our work:

- Sufficient site security to prevent illegal waste disposal.
- The waste management records are updated whenever waste is removed from site.
- Details are recorded of the types of waste produced on site and how they are managed, as well as the quantities generated and reused, recycled or disposed of.
- Waste is reused, recycled or recovered so far as is reasonably practicable.
- Every site worker is inducted about waste management together with any further information and training to ensure waste is managed according to DSL's policies and any plans prepared. This can be via toolbox talks, training courses, etc.
- An up to date copy of all waste records will kept on site with access being gained via the Demolition Site Manager

Waste Elimination

When considering waste management, DSL will quantify key waste streams as part of any project planning.

The key waste streams identified are classified into one of the three categories (Inert, Non-hazardous, and Hazardous) as a minimum, to enable suitable waste management planning.

Information will include:

- An estimate of the waste types and quantities likely to be produced during the project.
- The intended waste management actions for each waste type covering reuse, recycling, recover, disposal to landfill and other forms of disposal, whether these are on or off site.

- Sub-contractors intending to take their own waste off site must be suitably registered and must also provide details of intended waste types, quantities and management actions together with any reasons for disposal to landfill or other form of disposal.

Any waste management company sub-contracted to take waste off site must provide the following minimum information:

- Certified copies of waste carrier license and waste management license, and waste permit/exemption for anyone transporting, treating and disposing of waste taken off site through to the final treatment or disposal.

- Quantities of waste taken off site.

Classifying Waste

Waste arisings will need to be classified as one of the three categories which will contain different waste types depending on the project.

Inert Waste

These wastes will not harm the environment when disposed of and do not decompose when buried. They have no potentially hazardous content once place in landfill.

Examples include – rocks, cement, mortar, blocks and tiles, plaster (not plasterboard), uncontaminated soils and aggregates, glass and non-biodegradable plastics.

Non-Hazardous Waste

These are wastes that will break down or decompose when buried in landfill. This results in the production of landfill gases such as methane and carbon dioxide. Examples include – timber, paper & cardboard, green wastes, food, metal and biodegradable plastics.

Hazardous Waste Examples

These are wastes that are harmful to human health or to the environment. They may be liable to cause death, injury or impairment to living organisms, pollution of waters or unacceptable environmental impact if improperly contained, handled, treated or disposed of.

Examples include:

- Asbestos containing materials
- Contaminated soils
- Paints, solvents and adhesives or those materials contaminated
- Oily wastes
- Refrigerants and foams
- Treated timber
- Waste electrical and electronic equipment with hazardous components

- Fluorescent tubes
- Batteries

Arisings

All arisings will be processed into the necessary waste streams as per Site Specific method statements and under the scope of works provided.

Salvage and re-use

Demolition Services Ltd aim to maintain a maximum demolition recovery by managing and sorting uncontaminated, clean materials into types for reuse or resale. Such examples of these materials will be site won hardcore, slate tiles, bricks, timber and metals.

Debris

The handling of debris will be kept to a minimum. Operatives will not handle debris that can be moved with a machine. When debris must be handled, the operatives will be issued with the appropriate type of safety gloves and will be reminded of the hazards associated with handling broken glass, nails, etc. Broken glass will be swept up immediately and placed in a suitable container.

Wood containing nails will be immediately loaded into wagons and removed from site; or stacked away from personnel with protruding nails pointing down, where possible.

Falling Debris

Operatives will not be allowed to work underneath, or close to, overhead work. At all times, the area directly below overhead work will be cordoned off with the necessary signage to warn and prevent entry

SECTION 5 THE HEALTH AND SAFETY FILE

Demolition Services Ltd.'s Senior Health and Safety Manager will gather and compile all relevant information required for inclusion in the Health and Safety File and the Site Manager will ensure that this is a live document by including new and revised information on an on-going basis.

The contents of the Health and Safety File will include some of the following:

- A brief description of the work.
- Any residual hazards and how they have been dealt with (e.g. surveys or other information regarding asbestos, contaminated land, buried services, etc.
- Key structural principles of any remaining buildings or structures
- Any voids left after the removal of structures or parts of structures

SECTION 6 SEQUENCE OF WORKS / PROGRAMME

The full programme has been issued as a separate document.

This document will be referred to at each monthly meeting, presented as part of the contractors monthly progress report. The programme is subject to change and the impact of change will be discussed at each meeting, giving consideration not only to the sequence of works, the overall programme implications but also the impact and or interaction with client or other trades.

The monthly meeting provides a scheduled, formal platform for discussion over and above daily co-ordination meetings held on site. The site plan, along with the programme will be regularly reviewed and updated accordingly and the site set up will ensure that no go areas and demolition exclusion zones are clearly demarcated, not only with a physical barrier but warning signs and lockable gates.

SECTION 7 METHOD STATEMENT

All prepared method statements and supporting risk assessments have been prepared independent of this document and will be supported by task specific method statements and asbestos plans of works, as works progressive.

Each demolition method statement will encompass a structural assessment of the building which will allow the demolition engineer the opportunity to assess the condition and make-up of the building, identifying materials used and develop a suitable and safe method for its demolition.

SECTION 8 FIRE RISK ASSESSMENT

To be completed by the site manager

FIRE RISK ASSESSMENT		
Significant Hazards	**Control Measures**	✓
Flammable Materials	Flammable materials to be removed from site as soon as possible	
Mains Gas Supply	Evidence of disconnection will be obtained prior to the commencement of any works	
Combustible Materials on Site	Combustible waste materials in the form of fuels/chemicals/gases must be removed from site. Where burning or cutting is required, a Hot Work permit be issued and relevant controlled adhered to. Min storage of gases to be stored on site.	
Electrical Ignition Source	Electrical supply to be disconnected within the warehouse and certified dead before any work is carried out.	
Plant & Equipment	Plant subject to regular inspections and maintenance Checked daily by operator Immobilised at the end of each shift and keys secured away from the machine	
Hot Work	Fire extinguishers water bowsers to be in place during hot works. Only trained personnel to carry out hot works. Stand by men available and post work fire inspections to be carried out. Damp down flammable/explosive vapours.	
Arson	Secure perimeter fencing around the site to keep out unauthorised persons. Site security on site normal working hours.	
Overall residual risk following implementation of controls		LOW

This risk assessment is to be read in conjunction with the site / project fire plan

Hazard based risk assessments relevant to the works	
1	• General Safety Arrangements
2	• Demolition Activities
3	• Tools, Plant, Machinery & Vehicles
4	• Working at Height
5	• Lifting Operations
6	• Asbestos
7	• Hot Works
8	• Services
9	• Manual Handling, Slips, Trips and falls.
10	• Noise and Vibration
11	• COSHH
12	• Environmental Awareness

The above hazard-based risk assessments will be further complemented by task-based risk assessments as required during the works

SECTION 10 COSHH ASSESSMENT INDEX

A comprehensive list of hazardous substances that may be used onsite, including their corresponding Materials Safety Date Sheet (MSDS) and COSHH Risk Assessment is available to all site managers.

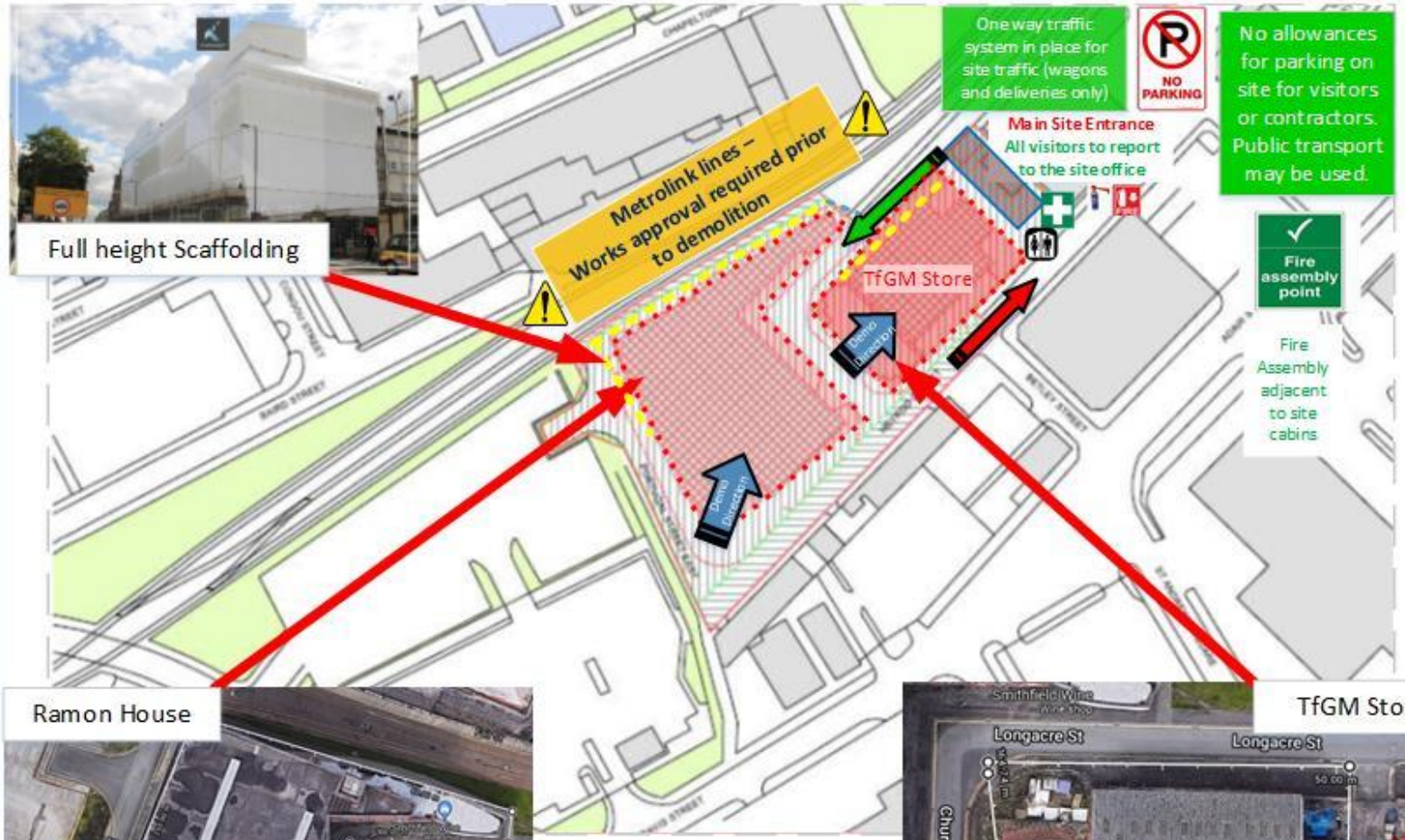
A copy can be requested from the office at any time.

Appendix 1 Demolition Site Plan

DEMOLITION SERVICES LIMITED

Overview of Works, Site Set up and Traffic Management Plan

Portugal Street East, Development Site, Manchester



Ramon House

TfGM Store

LEGEND

- Traffic Route
- Site Office / Welfare
- Demolition Exclusion Zone (perimeter hoarding)
- Full height scaffold wrap
- Demolition Direction

Note that in some cases, localised exclusion zones may be established, particularly between trades and / or where buildings fall outside of the area shown

Project	Portugal Street, Manchester
Drawing Title	Overview of Works
Drawn by:	Charlene Walsh
Date	28.09.21
Drawing No	001
Project Number	117.4
Scale	NOT TO SCALE
Revision No	A

Appendix 2 F10

Not currently available

Site Handover

Minutes following client pre-handover meeting held on site – ……/……/……..

Key Information:	
Principal Contractor:	Demolition Services Limited
Client:	……..
DSL Site Manager:	……..
Site Address:	……..
Expected Completion Date:	…….. (Completion of works)
	…….. (Plant and Equipment Collected)
Formal handover of site:	……..
Description of works:	……
	……

Key Contacts and in attendance
DSL Demolition Site Manager – ……..
Client Project Manager – ……..

Key Dates	
	Completion of works
	Plant and Equipment to be collected
	Formal Handover

Has the work done/service provided satisfied the requirements of the contract?		
Clients representative, acceptance of project completion and handover of site subject to the following action items:		
Name:	**Signature:**	**Date:**

Action Items (Detail)	Action by:	Completed