Risk Assessment
Method Statement
COSSH Information
Operative Briefed Register
3B iv

Site:	Science & Industry Museum – Powerhall & Decarbonisation
Task:	Removal of non-historic fabric
Start Date:	TBC
Duration:	N/A
Labour:	Various – HH Smith & Contractors
Assessor:	Ollie Glasse
Issued By:	Ollie Glasse

Issue	Date	Comments
1	18/08/21	Initial Issue

Below is the amendment record for minor or non-material revisions or amendments that do not warrant a full re-issue of the document. All such amendments are highlighted.

Amendment No	Date	Amendment	Page/s

H.H. Smith & Sons Co. Ltd.

Site	**SIM – PH & D**				
Date	**12/08/21**	Review Date	**12/08/22**	Assessor	**Ollie Glasse**
Task	**Strip out & dispose of waste**				

Item	HAZARDS	WHO IS AT RISK	L	S	Risk	CONTROLS	Residual Risk L	Residual Risk S	Residual Risk
1.	Asbestos (ACM's) Risk of exposing workers to hazardous particles, contamination of existing building.	Operatives General Site workers General Public	4	5	**20**	1. The building asbestos R&D survey must be checked before commencing any works. (Check area to be disturbed was included in the survey, if not do not start) 2. If any asbestos materials as per the survey is identified within the work area and risk of being disturb, NO works must be done in that area. 3. Works can only commence in areas where asbestos will not be disturbed. 4. Site manager must check the survey and ensure no person will disturb ACM. Operatives must have Asbestos awareness training. 5. If any suspicions materials are identified stop work IMM and contact the site manager.	1	5	**5**
2.	Biological Hazards for example, pigeon droppings, Still water, Contamination from polluted groundwater. Risk of viral/ bacterial disease Leptospirosis/Weils disease or Legionnaires.	Operatives doing work	4	5	**20**	1. Pre-inspection of proposed demolition areas/ structures suspected of biological hazards. 2. Specialist controls derived from an occupational hygienist survey (BOHS qualified), e.g. Legionnaires. Weils disease cards. 3. Specialist removal of biological wastes such as bird excrement under SSOW. 4. Operatives must wear suitable gloves (water tight) and disposable suites when removing droppings etc. 6.	1	5	**5**
2	Live services Risk of serious injury or fatality.	Operatives General Site workers General Public	5	5	**25**	1. 1. Prior to works commencing a competent contractor will disable, divert, isolate or remove all services within the work areas. 2. A Service Isolation Permit must be completed by contractor prior to works staring. 3. 2 Temporary electrical sockets for 110v transforms will be installed by contactor & tested before use. 4. All equipment will be 110 V.	1	5	**5**

3	Dust Risk of inhaling hazardous particles, damage to electrical equipment.	Operatives General Site workers General Public	5	4	**20**	1. When creating dust from work activities etc. wet area down with fine mist of water. 2. If dust cannot be wet down use suitable vacuums with HEPA filters (‘M’or ‘H’). 3. In addition to the dust suppression above, wear the company issued blue half mask with P3 filter whilst clearing up dust or carrying out work that generates dust (available from site manager). 4. Operatives have been face fit tested with only the Blue JSP p3 filter half mask, use that only. 5. Attach dust extraction bag/ equipment to all equipment creating dust; chop saw/ plainer etc. and use half mask with P3 filter (available from site manager). 6. Wherever it is reasonably practicable to do so, an industrial vacuum cleaner with a suitable class of HEPA filter (‘M’or ‘H’) should be used for clearing up any residual dust. 7. When using vacuums use suitable vacuums with HEPA filters (‘M’or ‘H’). 8. Clean wood dust & off cuts around work area/ cut area at regular intervals/ AFTER every work shift/ before after every break. 9. DO not allow dust or work areas waste to build up! 10. Erect dust barriers to reduce dust from spreading to other areas of the building. Visquen barriers. 11. Open windows, doors etc for natural ventilation if this is not sufficient use powered ventilation systems. 12. Respiratory protection available from the site manager in the site office. 13. Temporary cover smoke detectors etc. if dust may set off alarms, covers must be removed when room is left unsupervised ort after work are completed	2	4	**8**
4	Noise Risk of damage to hearing.	Operatives General Site workers General Public	4	4	**16**	1. Check equipment being used for noise exposure limits & manufacturer instruction/ guidelines for advice on ear protection. (displayed in db) 2. Operatives to wear suitable ear protection at all times as per equipment manufactured guidelines. 3. If possible undertake excessive noisy works near public or other work activities out of hours. 4. Issue nearby operatives that cannot be excluded from excessive noise	2	4	**8**

						with ear protection. 5. Guidance on when noise is excessive; operatives standing next to each other and they have to raise their voices to be heard due to noise from equipment etc. suitable ear protection must be worn. 6. If unsure of noise level contact site manager or company safety officer so that noise levels can be monitored. 7. Ear protection available from site manager in site office.			
5	Working at height Risk of workers falling and suffering serious injuries.	Operatives General Site workers	3	5	**15**	1. Use suitable platforms for working at height. Tower scaffold, trestles, scaffold etc. 2. Ensure all platforms have suitable edge protection intermediate and top handrails. 3. Use toe boards on platforms near pedestrian routes. 4. Suitable access onto platforms, tied in 1m past platform 5. Platform erected by component person.	1	5	**5**
6	Housekeeping Risk of slips, trips and falls	Operatives doing work General Workers on site	3	3	**9**	1. Debris to be cleared at regular intervals. 2. All fire hazard materials will be removed from site daily a placed in skips. 3. Debris to be thrown in a skip on site and replaced as needed. 5. Remove/ flatten nails from/ into timber to, before handling or moving timber. 6. Wear gloves when handling waste; sharp objects/ timber/ rubble etc.	1	3	**3**
7	Equipment (electrical, moving blade ect.) Risk serious injury or fatality	Operatives doing work General Workers on site	4	5	**20**	1. Competent persons to operate equipment 2. All equipment to be inspected daily & defects reported 3. All test certificates to be kept on site. 4. Ensure all guards is in place & maintained at all times. 5. Equipment must be suitable for the task.	1	5	**5**
8	Manual Handling Risk of strains and cuts.	Operatives doing work	5	3	**15**	1. No worker is to lift any object that they don't feel comfortable lifting. 2. Lifting aids will be used for objects to heavy for workers to lift. 3. All workers to be MH Awareness Trained	2	3	**6**

Calculation of RISK LEVEL - ***L***ikelihood x ***S***everity = Risk (score)			
Likelihood is	1 could never happen, 2 very unlikely, 3 Possible, 4 likely, 5 very likely		
Severity is	1 very slight, 2 minor, 3 significant, 4 major, 5 fatal		
Score	1 -9 = Low	10 – 18 Medium	19-25= High

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Site	**SIM – PH & D**				
Date	**12/08/21**	Review Date	**12/08/22**	Assessor	**Ollie Glasse**
Task	**Manual Handling**				

Item	HAZARDS	WHO IS AT RISK	L	S	Risk	CONTROLS	Residual Risk L	Residual Risk S	Residual Risk
1	Lifting heavy objects. Risk of strains with long & short term damage.	Operatives	4	4	**16**	1. No employee should lift or attempt to lift any object that they do not feel comfortable with lifting. 2. If employee is not comfortable lifting an object/weight get additional employee's to help with lifting, lift object only if all employees is comfortable with lifting the object/ weight. 3. Employees should follow safe lifting techniques. See CPHS file for guidance & info on lifting techniques. 4. Mechanical/ plant/ equipment should be used to lift heavier object which employees can not lift. 5. All employees to attend a manual handling course and refresher training annually.	1	5	**5**
2	Slips, trips and falls while lifting. Risk of injury.	Operatives General Site personnel	3	4	**15**	1. Keep all pedestrian access routes clear to avoid trip hazards. 2. Object being lifted by employees should not obscure there view. 3. If needed additional employee to walk in front of load and guide person carrying object. 4. Use gloves to lift items, reduce risk of objects slipping.	1	5	**5**
3	Repetitive lifting Risk of strains with long & short term repetitive strain injury.	Operatives	3	4	**12**	1. Objects to be placed as close to works areas as possible on delivery or by plant to reduce the distance of carrying objects. 2. Employees to take regular brakes.	1	5	**5**
4	Sharp edges, nails, timber splinters etc. Cuts	Operatives	3	3	**9**	1. Remove/ flatten nails from/ into timber to, before handling or moving timber. 2. Wear gloves when handling waste; sharp objects/ timber/ rubble etc.	1	3	**3**

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Site	**SIM – PH & D**				
Date	**12/08/21**	Review Date	**12/08/22**	Assessor	**Ollie Glasse**
Task	**Housekeeping** - For all types of work activities both internal and external				

Item	HAZARDS	WHO IS AT RISK	L	S	Risk	CONTROLS	Residual Risk L	Residual Risk S	Residual Risk
1	Slips, trips and falls Risk of broken bones, cuts, bruises etc.	Operatives Visitors to site	4	4	**16**	1. Exclude others from the work area/ unit by signs and barriers. 2. Ensure good lighting in work area. 3. Regularly remove waste materials, debris, etc, throughout the duration of the task. 4. Carefully site trailing leads for tools, etc. 5. Place bins around site to store waste & dispose off in skips. 6. Do not allow waste/ debris or rubble to stockpile on site. Dispose off and keep site tidy & clean.	1	4	**4**
2	Emergency exits blocked Risk of being trapped or obstructed in case of emergency.	Operatives Visitors to site Public	4	5	**20**	1. Where other operations are being undertaken adjacent to the work area the combined effect of your work should be considered. 2. Locate scaffolding, other access equipment, tools and material sensibly. 3. If work is to take place in an operational area liaise with appropriate staff to minimise operational disruption. 4. Do not store any materials or rubble on emergency exits routes for any reason. 5. All emergency exits routes must be cleared of all materials, equipment or obstructions at all times. 6. Inspect routes at regular times to ensure it is kept clear.	1	5	**5**
3	Access/egress blocked Risk of being trapped or obstructed in case of emergency.	Operatives Visitors to site Public	4	5	**20**	1. Where other client operations are being undertaken adjacent to the work area the combined effect of your work should be considered. 2. Locate scaffolding, other access equipment, tools and material sensibly. 3. If work is to take place in an operational area liaise with appropriate staff to minimise operational disruption. 4. Do not store any materials or rubble on access/ egress routes for any reason.	1	5	**5**

						5. All access/ egress routes must be cleared of all materials, equipment or obstructions at all times. 6. Visitors & operatives must have safe access & egress routes to their place of works. 7. Inspect routes at regular times to ensure it is kept clear.			
4	Build up of flammable materials. Risk of fire spreading/ fuel for fire.	Operatives Visitors to site Public	4	5	**20**	1. Where possible all flammable materials should be removed from any hot work area. 2. Regularly remove waste materials, debris, etc, throughout the duration of the task. 3. Do not stockpile any flammable materials within any buildings as a fire load is created. 4. No smoking on site.	1	5	**5**
5	Dust Risk of inhaling dust.	Operatives Visitors to site Public	4	4	**12**	1. Do not generate dust unnecessarily, especially when clearing work on site. 2. If creating dust from sweeping etc, spray a mist of water over dusty surface to reduce spread of dust. 3. If dust is easily created & water suppression is not suitable use vacuum equipment to clear up. 4. Operatives to wear half mask with P3 filter if creating dust cannot be reduced. 5. Operatives must be face fit tested with the relevant half mask.	1	4	**4**
6	Debris/ rubble stored on platforms above. Debris falling from height.	Operatives Visitors to site Public	4	5	**20**	1. When working at height provide scaffolding or other suitable adapted edge protection to prevent tools, equipment, materials falling. 2. Do not remove toe boards or edge protection when working at height. 3. If necessary tie tools to lanyards when working at height. 4. Segregate area below scaffold working at height activity to exclude access below works. 5. Remove debris/ rubble/ waste at regular intervals during the task. 6. If possible use debris rubbish chutes or raised skips with tele handler to remove waste from high platforms.	1	5	**5**
7	Manual handling	Operatives	4	4	**16**	1. No person to handle or lift any object or weight that they do not feel	1	4	**4**

	Risk of strains.					comfortable to lift. 2. Wear gloves when handling waste, rubble or debris. 3. Where possible and as much as possible use mechanical lifting equipment to transport waste, example; wheel barrows, pump trucks, bins with wheels or tele handler to transport.			
8	Environmental impact Pollute local areas, streams etc.	Public Environment	3	5	**15**	1. All waste will be stored in suitable skips and disposed of by licensed waste removal contractors. 2. Only licensed contractors will be used to manage waste from site. 3. Hazardous waste will be segregated and disposed off suitable by licensed contractors. 4. All waste will be stored in suitable containers/ skips ready for disposal. 5. Do not dump hazardous or contaminated liquids in local drains etc. Use containers to store in and competent contractor to dispose off.	1	5	**5**

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Non-historic fabric strip out

Location of works:

Science & Industry Museum – Power Hall and Decarbonisation

Brief Description:

A Risk Assessment (find attached) has been carried out in order to assess the risks to employees posed by the removal of the platform within the Powerhall building.

The below method statement is to be read in conjunction with the Up & Under Survey, as this shows the build up of the platform and the voids.

The arrangements will take in account the required legislations, including the building's Grade II-listed.

Sequence of works:

All necessary approvals are to be obtained before commencing any intrusive works on site.

Protection:

Prior to works commencing protection will be installed to the below in order to protect the historic fabric outside and within the listed building:

- Delivery vehicle routes (noting that some areas externally and internally are cobbled)
- External material storage areas within the site compound
- Openings into the building which will be used for moving materials into and out of the building
- Walkway routes into the building that will be used for moving materials into the building
- Laydown areas within close proximity to works
- Cast iron columns
- Floorboards to the historic section of the platform (the western portion)

A combination of correx and hardboard will be used to protect the existing fabric.

Photographic survey

In each location that the works are taking place a photographic survey will be completed at the following stages

- Prior to any removal
- Once the floor boards have been removed

- Upon completion of removal

Hold Points

Following the removal of the floor finishes, the junction with the historic platform will be revealed and extent of 1980s platform to be removed will be confirmed. Any updates to the scope for removal will be sent to MCC for approval.

If any unforeseen discoveries are made – such as additional historic fabric / features - then HH Smith are to temporarily cease work. Deloitte will inform MCC and if necessary the methodology for the works will be altered changed and agreed with MCC to avoid any damage or harm to historic fabric.

PRIOR to any soft strip or demolition works on site the PF030.1 Demolition Strip Out permit MUST be completed.

1.0 Hazardous materials within building
1.1 Asbestos
2.0 Live Services
3.0 Raised Platform removal
3.1 Removal of Rubber matting & Vinyl
3.2 Removal of Floor boards
3.3 Removal of Floor joists
3.4 Removing Masonry supporting walls

1.0 Hazardous materials within building

1.1 Asbestos

A Demolition and Refurbishment Asbestos Survey has been carried out by the RSK, it identified asbestos present in the building.

This will be removed if likely to be disturbed during the proposed refurbishment works. Work on this material will require a trained and competent person working to an appropriate risk assessment and method statement and is
unlikely to require licensed contractors and 14-day notification prior to commencement.

Work will not commence until the Site Manager has reviewed the survey information and is satisfied that operatives are not likely to disturb asbestos containing materials.

2.0 Live Services

All known services that may be disturbed by the removal of the platforms bust be isolated and a HHS Isolations permit issued by the Site Manager.

Prior to, and during the removal of the platforms the operatives must be vigilant of the presence of unknown services and stop work if any are encountered.

All services must be presumed live until proven under wise by a competent contractor.

3.0 Raised Platform removal

Prior to any removal works commencing a work permit will be required to be in place which identifies the areas to be removed – only fabric dating from 1980 and onwards is proposed for removal. This will be as per Demolition Ground Floor Plan PHL-CGA-00-00-DR-A-00100.

3.1 Removal of Rubber matting & Vinyl

1. Operatives to wear suitable gloves, safety footwear, eye protection & Hard hat when removing flooring.

2. Additional protection to be installed to any surrounding objects or existing building fabric.

3. Operatives to cut the floor into smaller more workable sections using a knife. **Use Cut level 5 rated gloves when using knives.**

4. Additional caution to be taken with areas abutting the historic platform to the west.

5. Operatives to carefully lift floor finishes - making use of hand tools, pinch bar & claw hammer.

6. Operative to manually lift/ pull the flooring up from the floor.

7. Once floor is up dispose off in skip.

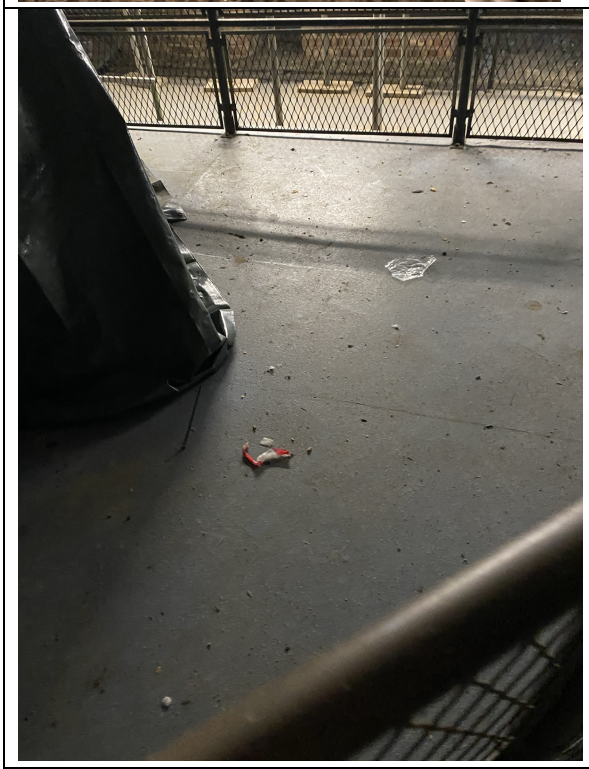
8. Remove any nails or screws.

Hold point: following the removal of the floor finishes, the junction with the historic platform will be revealed and extent of 1980s platform to be removed will be confirmed. Any updates to the scope for removal will be sent to MCC for approval.

Examples of rubber flooring to be removed shown below:









3.2 Removal of Floor boards

1. Additional protection to be installed to any surrounding objects or existing building fabric – including the columns and cobbled areas.

2. Once the rubber matting and vinyl has been removed and the floorboards are exposed a photo record will be completed. As per the up and under survey the area due to be removed does not contain any original floorboards or timbers, however this will be confirmed before progressing any further.

3. Prior to removing any of the floor boarding the voids underneath will be viewed via the access hatches to confirm the floor joist positions and direction as well as any services or historic fabric which interfaces with the floor boards that may be affected by the removal of the floor boards. Examples of the floor construction in the new area is shown below:













4. Where the floor interfaces with the museum machinery the floor boards will be left in place until the floor in the surrounding area is opened up sufficiently to confirm the structural support for the machines. In most cases the machines are sat on a masonry or concrete plinth.

5. Operatives to lift the floor boards making use of hand tools, pinch bar & claw hammer. Where not possible to remove by hand tools a Reciprocating saw will be used with care being taken not to damage any of the building fabric.

6. Operatives to manually lift/ pull the flooring up from the floor joists working from solid floor level to avoid risk of falling from height.

7. Once floorboards are these are to be disposed of in a skip.

3.3 Removal of Floor joists

1. Once the floorboards have been removed and the floor joists are exposed a photo record will be completed. As per the Up and Under survey the area due to be removed does not contain any original floorboards or timbers, however this will be confirmed before progressing any further. This will be reviewed with Insalls.

2. Also prior to continuing to remove the floor joists we will assess if removing them will have any structural implications for the objects sitting on the platform. As with the floorboards, any joists which need to stay in place to support the objects on the platform will do for the full length between the supporting masonry walls. These areas will be viewed and agreed with the structural engineer.

3. Once exposed the services will also be isolated and stripped back if this was not able to be completed in initial service strip out works**.**

4. Following the above 2 steps the floor joists will be cut out in manageable sections using a Reciprocating saw with care being taken not to damage any of the building fabric.

5. These sections will be removed out of the building and disposed into a skip.

3.4 Removing Masonry supporting walls

1. Once the masonry walls which are not supporting any machinery are exposed and all services removed, we will commence carefully demolishing them.

2. Prior to any works starting any cobbles will be boarded with hardboard to prevent damage from any falling debris or bricks. Additional protection to be installed to any surrounding objects or existing building fabric – including the external brick walls.

3. The masonry walls will be demolished using hand tools and small hand-held electric breakers.

4. When removing masonry walls sat on original fabric such as cobbles or against external brick walls - the final course will be left in situ at this stage.

PPE requirements

The following PPE is a standard minimum requirement on site & must be worn at all times. Further PPE may be required as identified within task specific RA requirements.

HH Smith work areas;

- Hard Hat
- Hi visibility vest
- Safety footwear with steel mid sole & steel toe cap
- Trousers that cover legs (no shorts/ ¾ trousers)

Equipment / Machinery PPE required & HAV Info

Equipment / Machinery	PPE Requirements	HAV info (See specific HAVE guidance for more info)
Hand tools	Standard Site PPE, eye protection & ear protection	N/A
Waste bins & waste/ rubble	Standard Site PPE, Gloves	N/A
Tower scaffold	Standard Site PPE, Gloves	N/A
Breaker	Standard Site PPE, Gloves, eye, ear & respiratory protection.	Site Manager to calculate max trigger times and record exposure
Abrasive Wheel	Standard Site PPE, Gloves, eye, ear & respiratory protection. Dust suppression	Site Manager to calculate max trigger times and record exposure
Reciprocating saw	Standard Site PPE, Gloves, eye, ear & respiratory protection.	Site Manager to calculate max trigger times and record exposure

Permit to work / Inspections

Task/ equipment	Permit/ inspections required
110 V electrical/ battery operated tools	PAT test, user daily inspections
Scaffold	Scaff tag & handover certificate before 1st use of newly erected or altered scaffold. Inspect & record findings weekly.
Demolition & strip out work	PF030.1 Demolition Strip Out PTW
Any type of hot work including, welding, flame cutting, abrasive wheel creating sparks or excess heat, soldering etc.	PF022.4 Hot work PTW
Tower scaffold	Tower scaff tag
Isolation of services	PF030.3 Service Isolation PTW

Hazardous materials within building

No works to commence unless a refurbishment & Demolition survey is on site or asbestos removal certification confirming that asbestos materials are not within work areas.

HH Smith operatives have attended a 1 day asbestos awareness course.

Specific Training Arrangements for equipment/

HH Smith Operatives to report to the site office for a site induction.

Equipment / Machinery	**Specific training**
Manual handling	0.5 day awareness course.
Hand tools	Use as per manufacture instruction & guidance.
Materials	0.5 day Manual handling awareness course.
Waste bins & lose waste	0.5 day Manual handling awareness course.
Tower scaffold	PASMA, Specific RA & MS
Breaker	Use as per manufacture instruction & guidance.
Abrasive Wheel	Use as per manufacture instruction & guidance. Specific RA & MS Abrasive wheel training course
Reciprocating saw	Use as per manufacture instruction & guidance.

First Aid Arrangements

As per site induction

Welfare Arrangements

As per site induction

Emergency Procedures

As per site induction

H.H. Smith & Sons Co. Ltd.

Contact details.

Role/ Responsible	Company Details	Contact information
Managing Director	HH Smith & Sons Co Ltd Rear of 95 Bury old Road Whitefield Manchester M45 7AY	Contact: Dave Smith Mob: 0161 280 3509 Email: info@hhsmith.co.uk
SHEQ Manager	HH Smith & Sons Co Ltd Rear of 95 Bury old Road Whitefield Manchester M45 7AY	Contact: Juan Crous Tel: 0787 295 2425 Email: jc@hhsmith.co.uk

Amendment to MS:

Amendments carried out by:

Name: _____ Signed: _____ Date: _____

RA, MS & COSHH Assessment Register

In signing this form I the undersigned confirm that I have been briefed on all aspects of the forthcoming work and fully understand the method of work and associated risk and that I have been briefed on all Site requirements and relevant PPE relating to the task.

Name of Operative	Signature Operative	Date

CONTINUE ON SEPARATE PAGE IF REQURIED