



Our Town Hall

Works Technical Submission

Works Package Name: Kitchen Link Demolition

Task/Activity: Demolition

Works Package Number: WP 40011.04

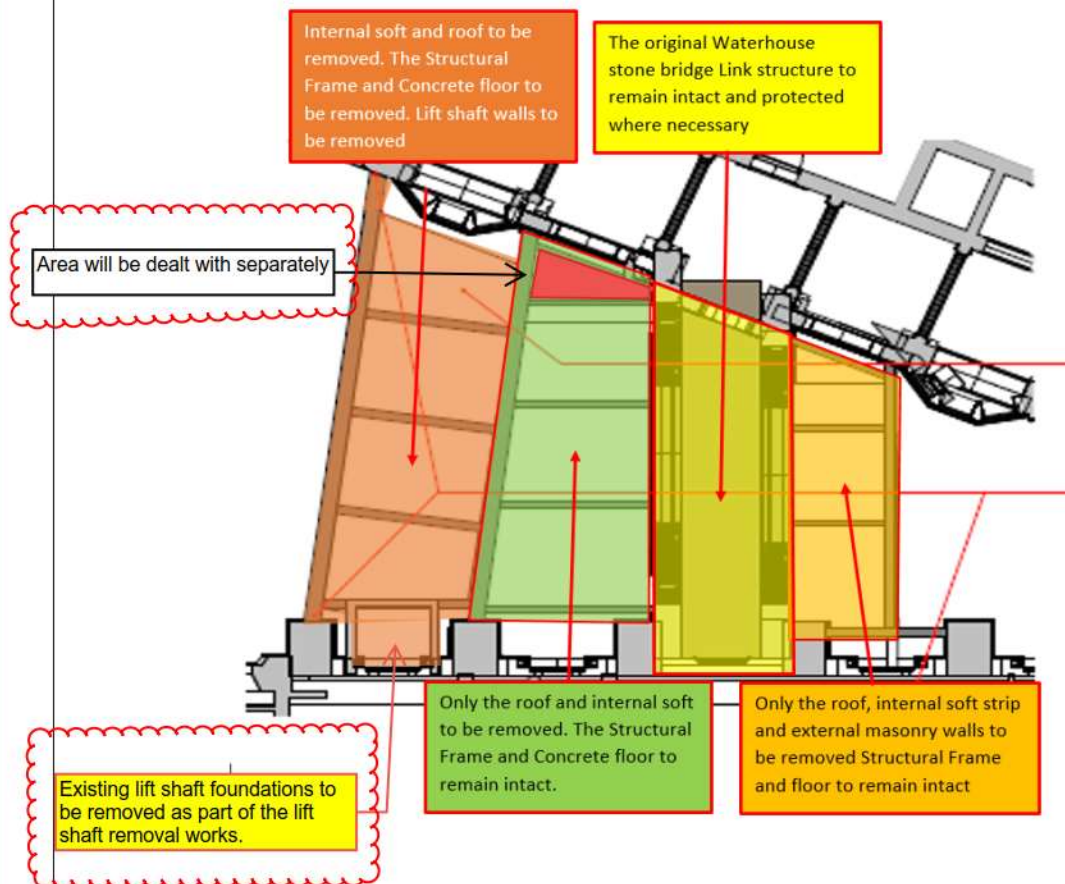
Location: Level 1 Kitchen Link (internal courtyard)

Date of 1st Rev: 20/07/2020

Start Date of Activity: 17/08/2020

Scope/Overview:

- Supply and install temporary works to support main beam
- Supply and install access scaffolding
- Supply and install crash deck scaffolding (protection to underside of secondary beams and floor slabs)
- Careful removal of superstructure (flat roof, timber joists, masonry walls)
- Careful removal of floor finishes
- Cutting and removal of concrete slabs and secondary beams.
- Cutting and removal of main beam – carefully lowered down using crane.
- Removal of all arising's from site
- Methodologies and sequence to act as primary protection for the building's façade and assets.



Roof removal: Access tower – Two man operation. One operative one buddy monitoring
Masonry walls: Four man operation: Two teams of two. One removal One Buddy monitoring.
Track & Wire Saw cutting: Two man operation. One Operator & One Buddy monitoring.
Loading Tipping skip operating Scaffold Hoist. One Man operation.
Slinging signaller: One man operation.

- Where heritage items such as timber panels/boxing impact services for removal, then Bradleys will co-ordinate with Lendlease Purcell and will work ahead of the removal works to remove any impact on the programme.
- **DO NOT REMOVE ANY POTENTIAL HERITAGE ASSET ITEMS. IF IN DOUBT STOP AND ASK YOUR SUPERVISOR OR A MEMBER OF THE LENDLEASE TEAM**

Dust and Noise

- The primary way to reduce unnecessary noise and dust is adopting safe and controlled working methods. Only small hand held tools will be used to carefully remove items and fixings and wire saws for cutting concrete beams and floors.
- No sledge hammers, mattocks, picks, wrecking bars, large crow bars, grinders or abrasive wheel saws will be used.
- Any minimal dust that may still be generated will then be picked up using M-Type & H-Type Vacuum cleaners, with personnel using a 'shadow vac' technique. Use of water must be **agreed** with **Lendlease, Purcell** and **MCC** Management prior to commencing works. Only small amounts of water may be used from 3ltr mist sprayer. Supervision to monitor the requirements of each task and ensure excessive amounts of water are not used. A wet vac must be positioned close to the work area for use in the event of water spillage and clean up.
- Supervision to monitor the discharge of water and ensure that the water does not ingress into the building. Strict controls will be in place (wet vac, monitoring and bunding) throughout the works. If water levels elevate above acceptable levels then the works will stop until the area is clear and safe.

ADDITIONAL CONTROL MEASURES:

- Pre-inspection and daily smart starts will be carried out before any works commence, these will highlight any heritage assets, protection requirements, live services, ACM's present within the room and also pre-designated waste routes.
- Protection to be installed where required prior to works commencing.

TEMPORARY AMENDED SYSTEMS:

Some areas of the Town Hall will remain in use during the works. Access and emergency routes must remain operational to MCC and Lendlease staff. All BDL waste and access routes must be approved by Lendlease and MCC prior to them becoming 'live'. Supervision to ensure that no unauthorised entry is gained into the work areas with the use of 1m hoarding with warning signs attached.

The main logistical route for materials and waste will be via the Lloyd Street ramp and down into the courtyard. Access up to the Kitchen Link will be gained via the existing internal logistical routes identified within Lendlease's plan. These routes have been protected using 3mm LPS1207 Boards and 1 metre high class 0 barriers. **No heavy materials to be transported along the corridors or stairwells.**

BRADLEY DEMOLITION PROJECT MANAGEMENT & SUPERVISION WILL BRIEF ALL PERSONNEL DAILY DURING 'SAFE STARTS' AND BDL INTERNAL BRIEFINGS. CO-ORDINATE WORKS WITH LENDLEASE, NG BAILEYS, ASBESTOS REMOVAL DEPARTMENT AND. SUPERVISION TO ENSURE THAT ALL WORK AREAS ARE CLEARLY SEGREGATED AND PROTECTED AS NECESSARY.

Heritage

There must be a continual process of formal reporting and assessment undertaken prior to any works commencing. Every area must be individually assessed and a data sheet filled out with the relevant information. All personnel must be made aware of any heritage assets and any requirement for pre-approved protection. Care must be taken all stages of the removal process and supervision must monitor the integrity of protection as the works progress. Photographs of each element / area must be taken before works commence and once works have been completed, these photos will be issued to Lendlease and to LPA if requested. A permit / sign off will be issued by Lendlease, Purcell and MCC to confirm that works can commence within each area. If any item of heritage value or possible heritage value is uncovered during the works, then all works must stop and Lendlease informed. The item must be photographed for our records.

All personnel must be made aware of any heritage assets and that they are protected prior to commencing. **IF IN DOUBT STOP AND ASK!**

Pre – inspection Review

1. Area of works to be determined by Bradley Group Project Manager, Lendlease and MCC
2. Bradley Group to carry out dilapidation survey including photos to identify any pre-existing faults or damages within the designated area. The findings of this report must be shared with both Lendlease and MCC.
3. Client's representative (Purcell) will carry out a pre inspection prior to works commencing. The purpose of this pre-inspection is to clearly identify any heritage assets within the area and also items scheduled for removal.
4. Bradley Group Project Manager to review scope, drawings and specifications to identify items scheduled for removal within the room. This information will then be cross referenced with the pre-

inspection carried out by the client's representative.

5. Any protection requirements within the rooms will be identified by Bradley Group for approval from Lendlease, Purcell and MCC.
6. Bradley Group Project Manager to mark-up drawings that will identify the findings of the pre – inspection review. These drawings will be shared with the site team as part of the handover process and will also form part of the briefing between Bradley Group Site Management, Supervision and Operatives.
7. Pre-designated transit routes will be agreed by all relevant parties. The route will be inspected prior to commencement to determine any protection requirements as per 'Purcell and Lendlease requirements.
8. No works to proceed without all items above being addressed.

Door and Frame Protection

- All doors and frames highlighted for protection during the pre-inspection will be protected using 3mm LPS1207 Polypropylene Boards.
- The doors and frames will be measured and 'shrouds' will be fabricated out of the boards and tape (See diagram and photos below)
- These shrouds will slide onto the door, covering the three sides.
- Once works are completed within that designated area the 'shroud' can be removed and re-used elsewhere.
- Supervision to inspect integrity of protection daily.
- The operation will be made by one person keep the minimum of 2m social distance protocol.



Other Heritage Items

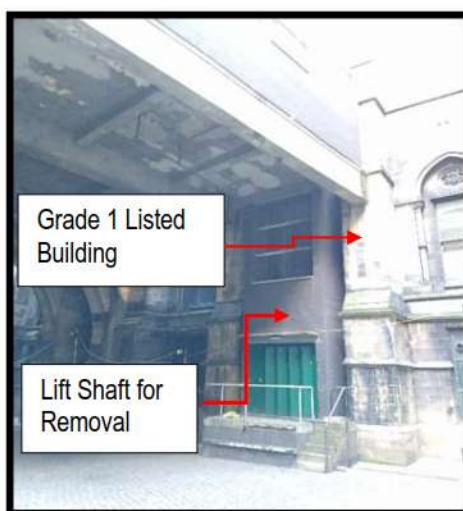
Other items found within the building will be assessed and protected as necessary, this includes but not limited to columns, stairways and glazing. Where possible all efforts must be made to avoid any heritage assets.

KEY NOTE: The Original Grade 1 listed stone work is evident within the kitchen area, Operatives will apply suitable Soft Strip removal techniques when removing fixtures and fittings and where necessary apply the appropriate Lendlease approved protection materials prior to commencing. (See BDL SOFT STRIP and Specific tool methodology RAMs for soft strip of Kitchen area

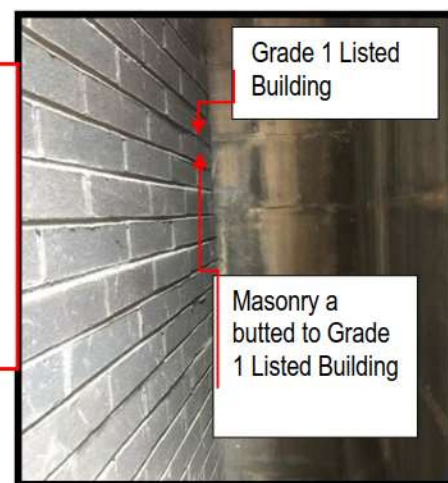
Holdpoints for inspection will be kept prior to masonry removal, Slab and beams removal, lift shaft removal with the clients representatives Purcell and Ramboll



The Lift Shaft will be protected utilising the scaffold design and sympathetic hand demolition techniques and where necessary protection to the Grade 1 listed building walls that surround the Shaft on three sides (One inside the Shaft) using such materials as the Ockwells Twinshield 3mm LPS1207 Polypropylene board's position between the work face and the Grade 1 listed building in particular around the base of the shaft in the unlikely event of materials falling.



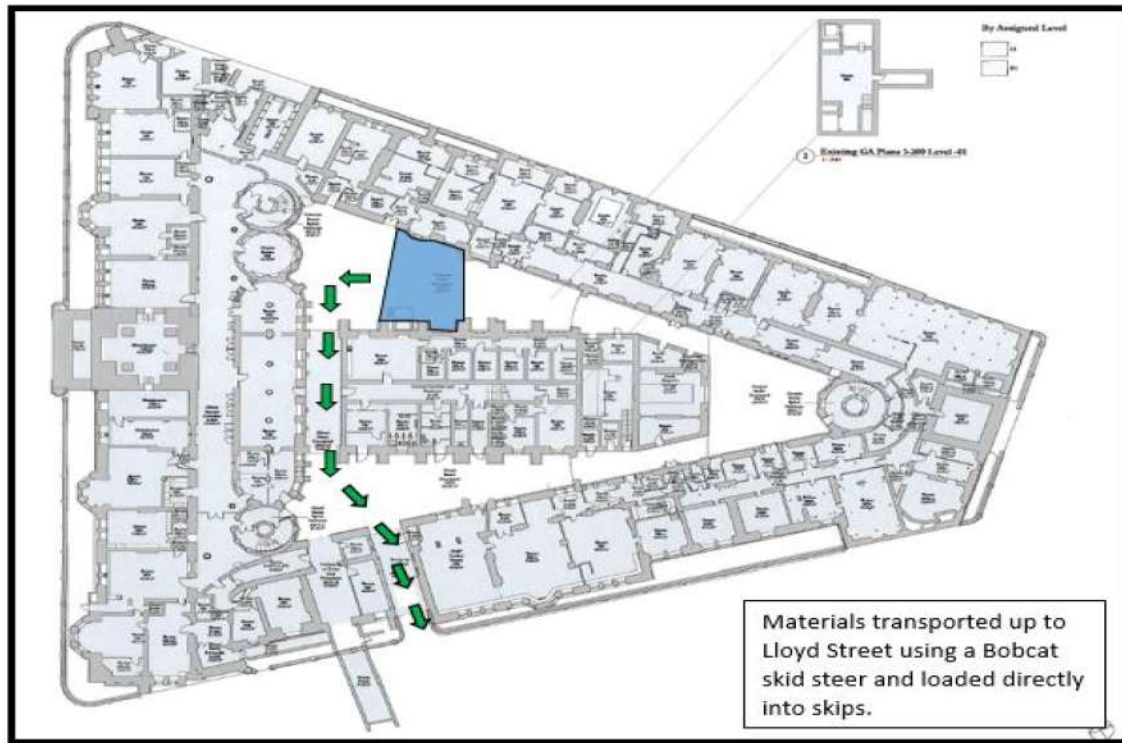
Sympathetic hand demolition removal of masonry a butted to the grade 1 Listed Building as described in the Lift Shaft removal section.



NOTE: ANY PROTECTION INSTALLED MUST BE AS PER SPECIFICATION ISSUED BY LENDLEASE. ALL MATERIALS MUST BE LPS 1207 OR TS63 APPROVED.

KEY NOTE: The operation will be made by one person keep the minimum of 2m social distance protocol using their own designated tools.

Logistics



Delivery & Unloading

Bradley Demolition and Lendlease will co-ordinate and establish suitable laydown areas for deliveries prior to arrival on Lloyd St (As per diagram above)

Suitable laydown areas are to be of a safe space, level hardstanding ground conditions, segregated that allows clear un-obstructed access/egress for delivery vehicles, site personnel and plant & equipment where applicable with adequate lighting that allows safe unloading, loading and laydown of materials.

All deliveries will be set down in the suitable laydown areas ready for distribution to the appropriate areas of work.

All vehicle and plant movement from access to egress of site will be assisted by trained banksman/vehicle Marshalls. (See Risk assessment Rev 1)

Bradley Demolition site supervisors will assess the loads and advise on the most appropriate means of unloading vehicles utilising a combination of Mechanical Means, competent operators, banksman or by manual means where applicable. Ensure the ground and materials are in level position.

Method of Deconstruction and Dismantling Works

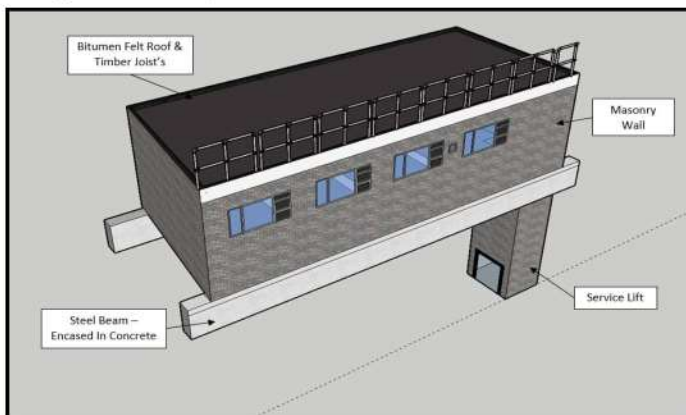
This phase of works includes the careful dismantle, deconstruction and removal of the Kitchen either side of an original Waterhouse stone bridge Link and lift shaft within the internal courtyard area,

Bradleys Site team will be constantly assessing the works and liaise with the Bradley Management and incorporate any changes to the Sequence of works or Method Statement that is required. Daily Tasks & Risks will be briefed and documented in the daily task briefings and daily Smart Starts and filed in the Site File.

Sequence

- I. Set up working exclusion zones and protection works
- II. Installation of Scaffold Working platform and Crash deck.
- III. Remove roof sections
- IV. Remove waste
- V. Reduce and remove external and internal masonry walls
- VI. Mark cut lines on the concrete floor
- VII. Set up and establish Crane
- VIII. Saw cut the concrete floor and remove
- IX. Saw cut and remove structural beams
- X. Remove waste
- XI. Safely decant the area

The Deconstruction of the Kitchen link will be in phases (See Diagrams below) working in a top down method in accordance with BS: 6187 2011 specific demolition techniques using a combination of hand demolition, concrete & steel cutting equipment utilizing specific tools that reduce impacts such as vibrations, noise and dust on the employees and the grade 1 listed building. The structure will be reduced down in sections where materials can be removed safely utilizing a drop chute, crane lifting operations and internal logistical routes and temporary storage areas as agreed with Lendlease.



Scaffolding / crash deck will not be fixed into the existing historic fabric and will be built independently.

The access scaffold will be built tight up to the structure and wrapped in monoflex. The crash deck will be built tight to the underside to the slabs to ensure no materials fall.

This will allow the historic buildings fabric to be protected whilst works are underway.

Scaffold / Temporary Works

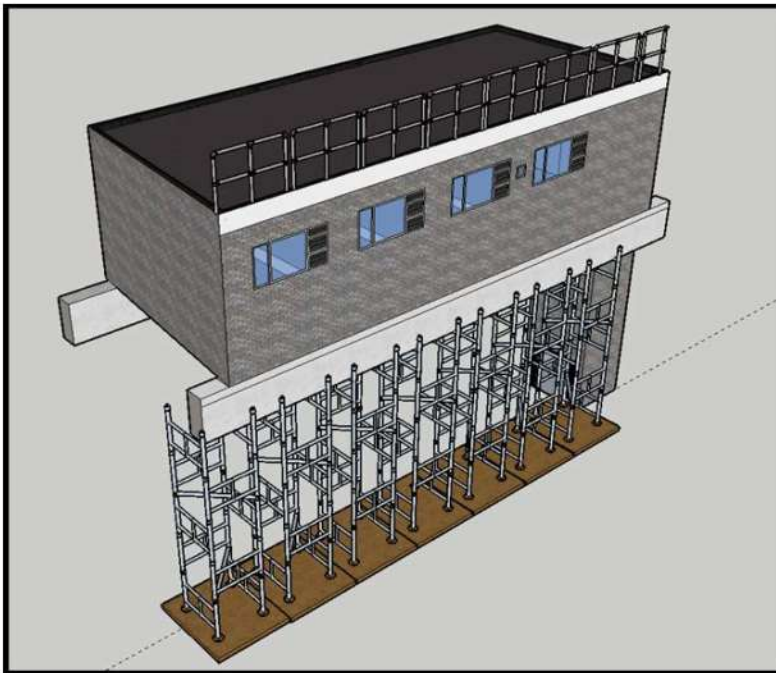
Temporary works Scaffold will require a Temporary works design, design check Category and approval prior to commencing. It be erected by the approved specialist contractor 3D Scaffolding Ltd to a specific design that will offer the support to the main beam, crash deck and provide a suitable and sufficient working platform for access to the structure where required.

(Separate Scaffold RAMs to be submitted and approved by Lendlease prior to commencing.)

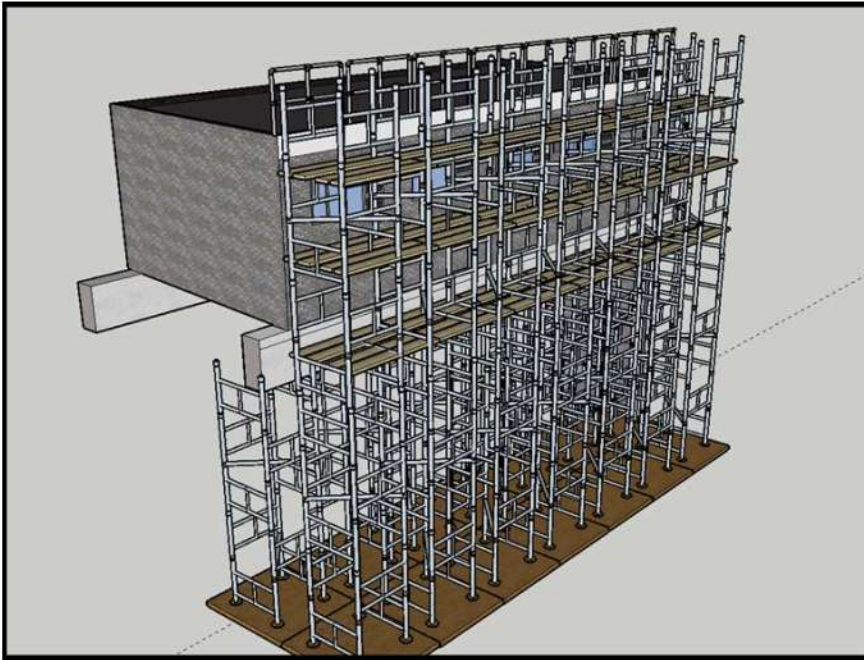
The temporary works scaffold will be handed over by the approved specialist contractor 3D Scaffolding Ltd to Bradley Demolition with the appropriate completion certification and as per 7 day inspection regime.

The Scaffold will be visually inspected daily by the Bradley Demolition TW Co-ordinator Joe Hey and report any damage or unauthorized alterations.

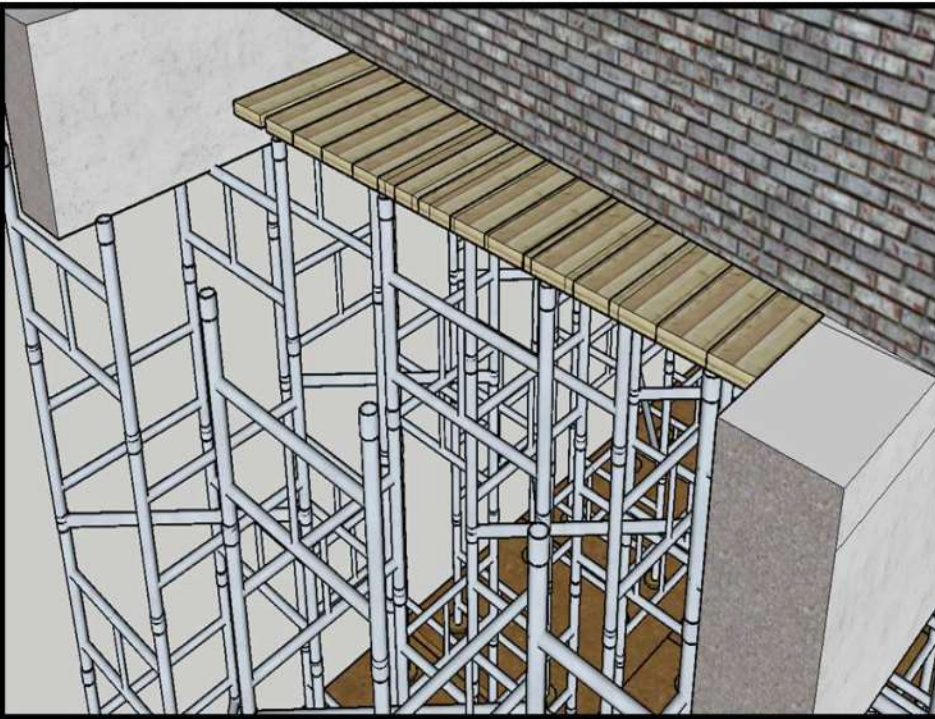
KEY NOTE: ONLY THE APPROVED SCAFFOLD CONTRACTOR 3D SCAFFOLDING LTD CAN ALTER THE SCAFFOLD WITH PRIOR APPROVED PERMISSION. ANYONE DEEMED TO HAVE ALTERED THE TEMPORARY WORKS SCAFFOLD WILL FACE DISCIPLINARY ACTION.



1. Scaffold / temporary works to be installed to underside of main beam. (Design to follow). The purpose of the TW is to offer temporary support to the beam during the removal



2. Installation of scaffold including working platforms for removal of roof and external masonry walls. (Design to follow).



3. Crash deck installed to underside of concrete slab. (Design to follow).

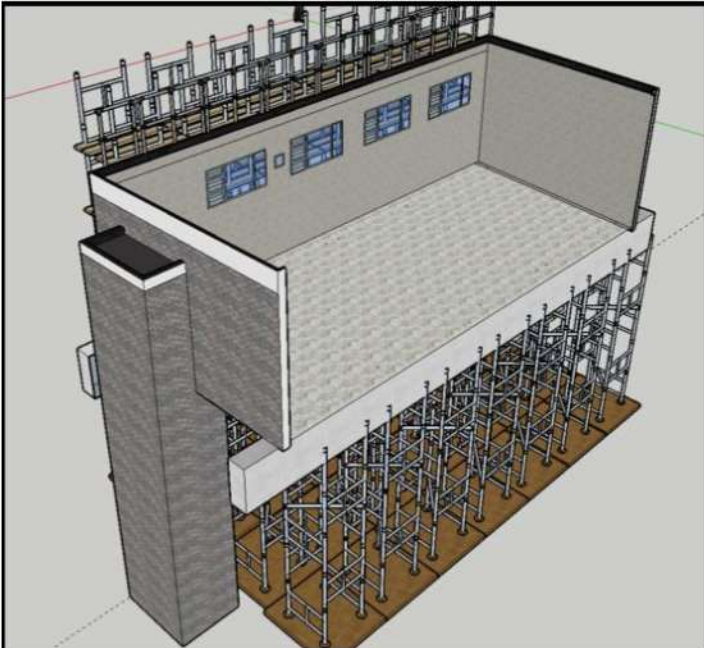
- **KEY NOTE:** The physical opening-up and recording of the existing structural elements to be retained will be ongoing throughout demolition works.

Roof Removal

Bradley Operatives will form a suitable opening (away from the historic fabric) in the roof to allow the mobile access tower to extend up through the roof, once through then operatives can safely access the roof materials from the access tower.

KEY NOTES: Only one person working on the access tower with a second operative monitoring the works from a minimum of 2m safe distance as per BDL Covid-19 Risk Assessment.

Bradley operative using hand tools will access the underside of the roof from a suitable access scaffold/podium.



4. All furnishings and fittings will be removed first. This includes any M/E, catering equipment, ceilings etc. There are also some items of plant found on the roof, these will need isolating (by others) and removed prior to the removal of the roof. The roof will be stripped away internally in sequence with the plant internally using tower scaffolds. Operatives will carefully cut the roof into sections and parcel up on the slab. The waste will be loaded in to and lowered to the ground using a 500ltr tipping skip and Scaffold Hoist. Tipping skip SWL 250kg

Operatives will break through forming a hole in the Stramit board and felt using a hand tools.

Once the hole has been formed one operative will use a recip saw to cut out larger but manageable sized sections of stramit board, timber joists and felt to allow the access scaffold, podium to extend up above the roof height.

KEY NOTE: OPERATIVES TO ROTATE TASK PREVENTING TASK FATIGUE AND TRIGGER TIMES, KEEPING THE 2M DISTANCE COVID 19 PROTOCOLS.

Once the scaffold has been extended then operatives using hand tools can access and carefully remove the remaining sections of roof from side on.

Duct ventilation roof sections above will also be accessed from the access tower, dismantled and reduced down in to small manageable sizes using appropriate hand tools. Only use a recip saw when absolute necessary to cut and reduce the Ducting in to small manageable

Sizes that allows the materials to be handled and transported to the designated skip or temporary stockpiled until suitable access is established i.e Hoist or Lifts.

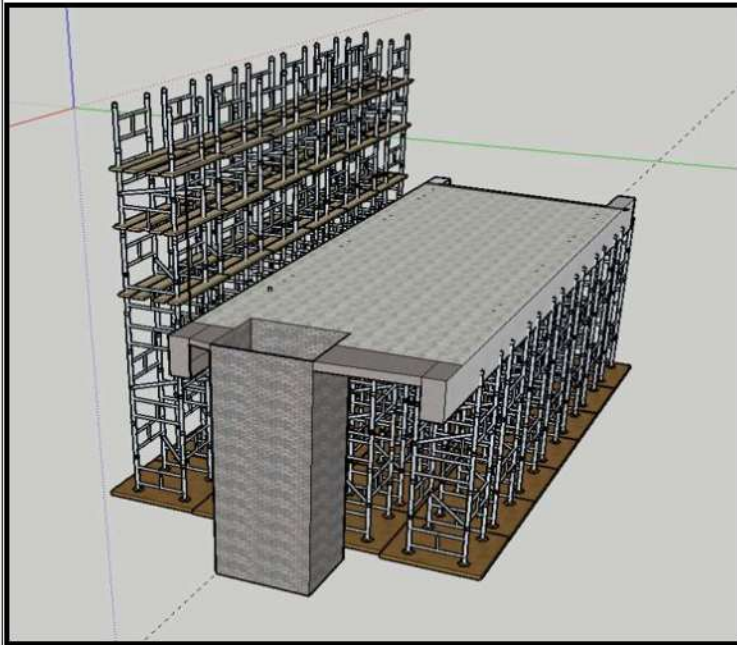
Key Note: Rotate task and reduce trigger times and task fatigue (See HAVs)

All waste materials removed when communicated safe to do so periodically and when work at height as stopped preventing further hazards.

An evaluation of the hazards of this process and the risks it poses to the SPECIFIC area / environment MUST

be undertaken, with the resulting controls applied to the work process.
However, where possible, operatives should try to remove materials / debris in manageable sized sections.
(Complete board sections appx 2.5m lengths.)

Removal of Masonry Walls



5. Removal of exterior walls

Access will be gained via the exterior working platforms. The masonry walls will be taken away one course at a time using small hand tools – Care will be taken during all operations to ensure no materials damage the existing buildings fabric. Works will start at the top and progressively work down to slab level. All masonry arising's will be lowered to ground level via the designated electric scaffold winch and tipping skip SWL 250kg.

The eastern superstructure will also be removed from a fixed scaffolding –
Once the asbestos has been removed.

- Competent trained operative used
- **Plant / tools – BDL:** Hand tools – 7kg breaker / wrecking Bar / garden type sprayer
- Access equipment – External working platform fixed Scaffold.
Internal podium/scaffold assembled by PASMA trained operatives
- Check the fenced / signed exclusion zone applied around the works and checked by BDL operator
- All Tasks to be carried out by a competent Operatives
- Ensure all Plant and equipment are inspected and recorded prior to use, including Mobile Access Tower
- Operatives to ensure application of suitable task specific PPE. Impact Goggles, Gloves, Hi Viz Vest, Safety Helmet/Visor and Hearing Protection.
- Where external masonry walls are at height will be accessed using the approved and signed off working Scaffold platform system. Where internal masonry walls are at height, and require access equipment, assemble tower scaffold in safe proximity to work face.
- Operatives using hand held tools will work in a top down, side to side manner, one or two courses at a

time. Where the external brick masonry walls are removed, only then where bricks cannot be handled will allow some of the masonry to drop in to the floor area behind the wall internally not on to the scaffold. Suppressing the dust when necessary.

- Where necessary the masonry can be removed and handled and temporary stockpiled in small amounts on the scaffold ready for removal down the electric scaffold winch.
- Materials will be cleared periodically around the work face when safe to do so., stop work at above and transit materials in wheeled lifting aid such as wheelbarrows to the designated drop chute.
- All masonry/concrete waste will be removed via the electric winch and transported to the designated skip.

Safely decant the area, leaving it clear of any residual debris.

Saw cut and removal of slab

The section of floor slab will be removed by trained operatives, cut in to small sections exposing the support beams below in a sequential manner and removed utilizing a combination of track and wire cut saws, where necessary a medium hand held breaker may be required where the saws may encounter unforeseen constraints.

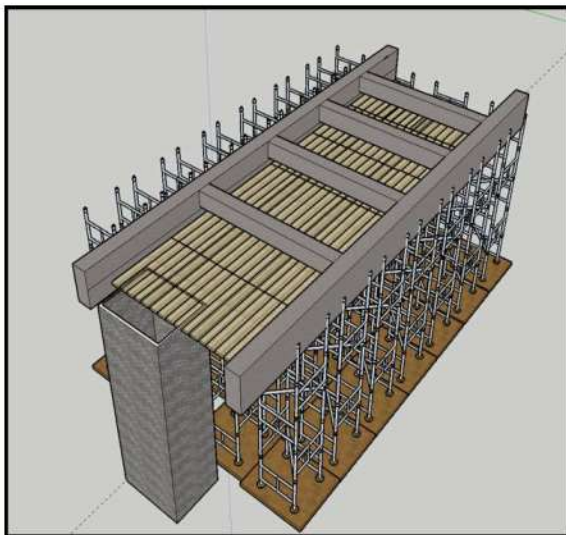
The Cut line will be marked by the Bradley Site manager prior to commencing.

The sections will be cut in to small manageable sizes that can be lifted either in a crane skip or using lifting aids and lowered down the rubble chute.

Once the concrete floor slab has been removed exposing the Support beams then the steel rib beams will be removed one at a time in small sections.

KEY NOTE: Track and Wire saws are operated remotely, they will be set up as per manufacturer's guidance by trained operatives. Once set up and when in operation operatives will remain at a safe distance until such times when the saws have been STOPPED and Isolated.

One operator and a secondary operative monitoring the works from a minimum of 2m distance as per COVID19 risk assessment.



6. Saw cut and removal of slab

The concrete slab will then be cut into sections using a combination of track and wire saws. Once cut the concrete will sit on the crash deck below. The concrete will then be moved and lowered to the ground via the certified crane skip.

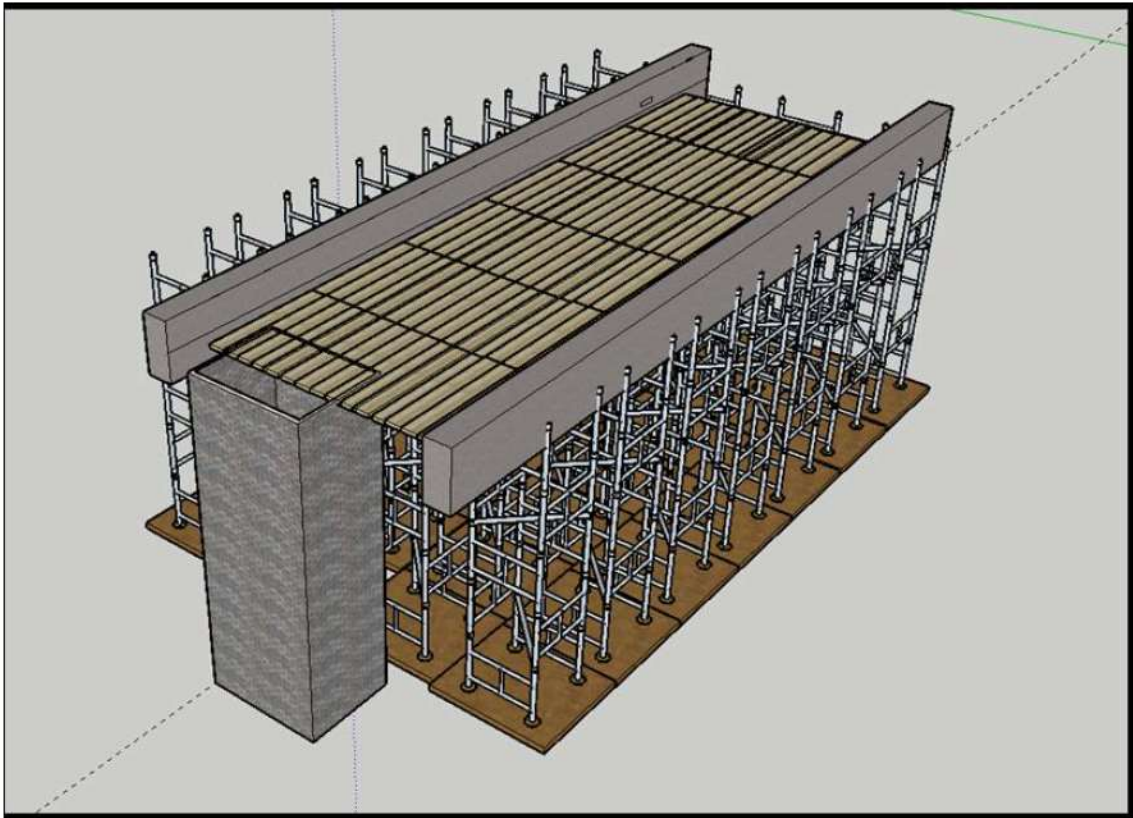
Removal of intermediate steel rib beams

The steel rib beams will be cut in to small sections by trained operatives using the wire saw.

KEY NOTE: Wire saws are operated remotely, they will be set up as per manufacturer's guidance by trained operatives. Once set up and when in operation operatives will remain at a safe distance until such times when the saws have been STOPPED and isolated

The wire saw has guards preventing release of any debris onto the fabric of the building.

- The upper and lower beams will be cut away flush at one end and progressively cut in to small sections along the length of the beam.
- The sections will be moved using lifting aids (Genie Lifts) where possible lowered to the ground or by the crane, rubble chute or temporary stockpiled until suitable access hoist is established.



Prior to the removal of the concrete elements of the building, investigation works will take place as per documents: "OTH-RAM-TH-ZZ-SOW-0006 Former Kitchen Link Bridge Outline Structural Invest" and "Kitchen Link Intrusive Investigation mark up 07.04.2020" already approved by the client, in areas of non heritage significance.

Where metal objects are cut adjacent to the stone, the stone will get protected with correx sheeting to avoid the danger of small iron filings released during cutting becoming embedded in the facing stone.

Hold-point for review of the beam embedment in the stone with the clients rep (Purcell and MCC) will be held, to agree whether the demolition contractor removes the beam stub or not.

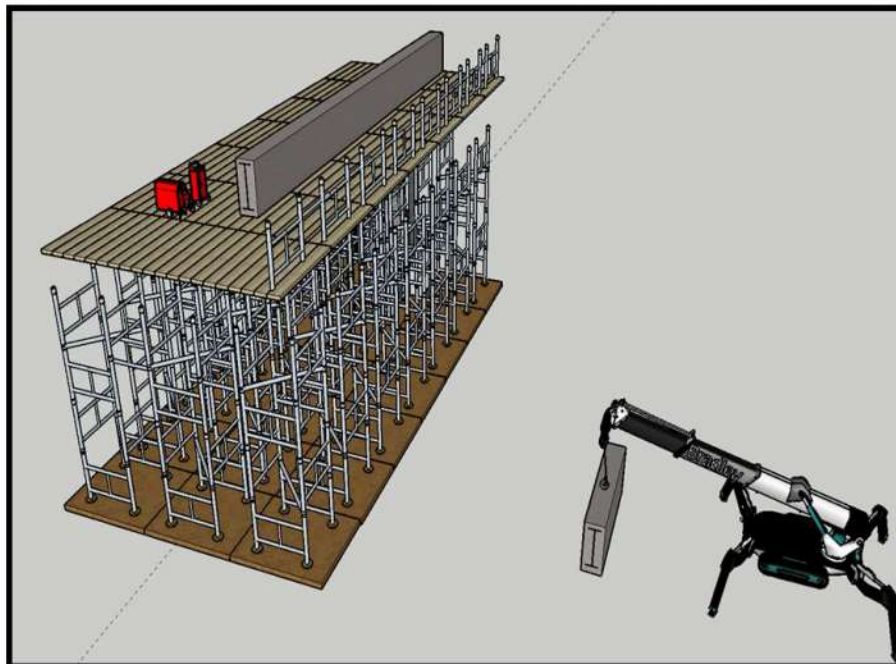
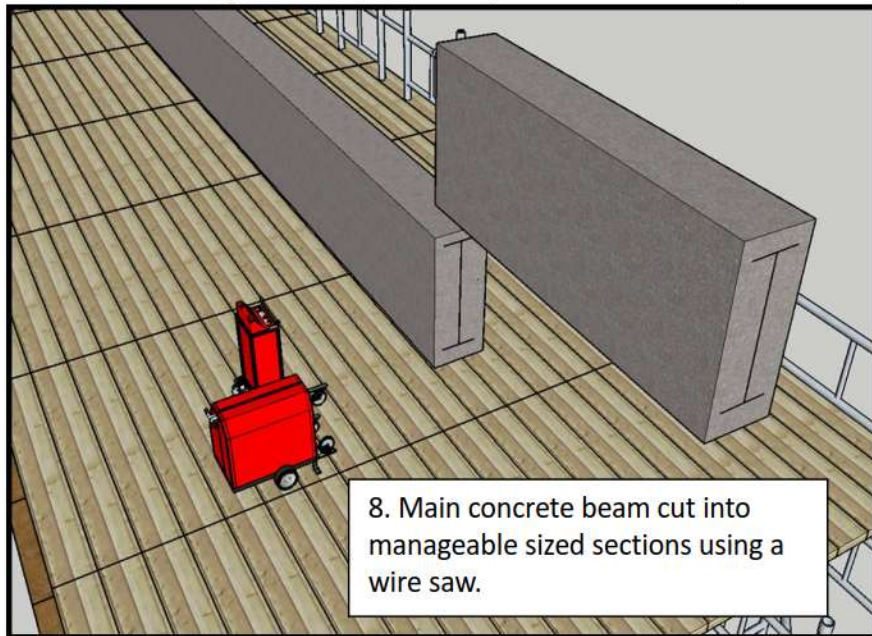
Removal of the Main Beam

The Main beam is concrete encased steel for which the end bearings sit within pockets of the main grade 1 listed building. Likely to have been installed in oversized pockets, then infilled with concrete, removal is expected to be the reverse of their installation.

KEY NOTE: Wire saws are operated remotely, they will be set up as per manufacturer's guidance by trained operatives. Once set up and when in operation operatives will remain at a safe distance until such times when the saws have been STOPPED and Isolated

The main beam will be cut in to small manageable sized sections by the wire saw away from the bearings starting at one end working toward the other.

The sections will be lowered to the ground using the Crane (See Lift Plan to follow)



Lift Shaft Masonry Walls

The lift shaft is of load-bearing masonry construction built off a reinforced concrete slab.

Demolition will be undertaken in the reverse order to its construction.

The Lift shaft masonry walls are only on three sides, enclosed on three sides by the grade 1 listed building exposing the Grade 1 Building at the sides and rear of the shaft.

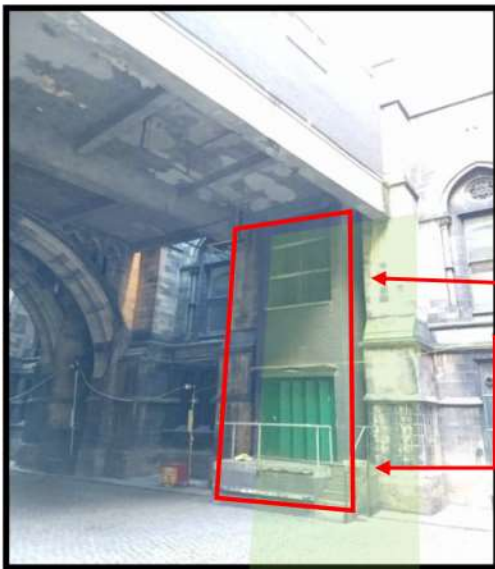
Apply suitable Protection materials where necessary as agreed with lendlease in the unlikely event of falling materials.

KEY NOTE: ONLY ONE OPERATIVE OPERATION WITH SECONDARY OPERATIVE MONITORING WORKS FROM THE MINIMUM OF 2m DISTANCE AS PER COVID 19 PROTOCOLS AND RISK ASSESSMENT.

Once the internal lift components have been removed then the masonry walls can be removed.

- A suitable working platform will be erected by a specialist scaffold contractor 3D Scaffolding Ltd externally and internally to allow safe removal of the masonry preventing any damage to the grade 1 building.
- The masonry walls will be removed by trained operatives using small hand tools working top down one course and one brick at a time.
- The masonry bricks will be loosened using a chisel and minimum pressure applied to the mortar bed at the open end of the bricks, handled by operatives, stacked in small temporary stockpiles on the working platform ready for removal.
- Where the masonry brick works abuts the grade 1 listed building then care to be taken to loosen the brick by applying the chisel and minimum impact to the mortar bed at the open end of the brick. Once loosened then it can be handled away from the Grade 1 listed building
- The masonry brickwork materials at high level will be loaded in to a suitable scaffold hoist skip and lowered down to the ground level, ensuring not to exceed the SWL 250kg. And transported to the skip by mechanical means.

- Removal of foundations of the existing lift-pit and shafts.



Lift Shaft Masonry Brickwork

KEY NOTE: Brickwork to be loosened and manual handled on to the scaffold, stacked in small stockpiles.

Materials are to be loaded in to the Scaffold hoist skip and NOT to be dropped within the lift Shaft.

KEY NOTE: The window section and Lift door will be removed in sequence as the masonry brickwork comes down using hand tools, reducing them in size where possible. Site supervisor and task team to further assess on site and adapt a safe system of removal of the window and door.

HOLD POINT!

A Review of the area will be needed Once lift cart is removed.

Heritage Considerations:	Controls:
Materials: (New, existing and waste streams)	Materials that are to be used within our package are as follows: - 1000 gauge polythene (LPS1207) - FSC 2x2 timber - 3mm Twinshield Correx (LPS1207) - Low tack flame retardant tape - 1m high hoarding (class 0) All materials will be fully compliant with MCC and Lendlease quality and environmental requirements and KPI's, with a full supply chain documentation. Materials will be reused where possible. All waste generated during the works will be transported along the designated waste route and onto Lloyd Street. Buildings fabric to be protected where required using the 1m high hoarding. All records/ waste consignment notes will be provided to the Lendlease team throughout the works.
Protection: (Exceptions to project strategy)	Pre inspection carried out by Lendlease, Purcell and BDL to identify any heritage assets within the rooms or vicinity. Any internal assets (including the buildings fabric) will be protected using 3mm LPS1207 Twinshield and taped together using LPS1207 flame retardant tape. No tape to be attached to the buildings fabric. Fixed scaffolding (crash deck, temporary works & working platforms) to be installed to link bridge structure, the scaffolding will act as protection, temporary support and also access. Each element designed for its specific purpose. Each component of the structure will be carefully disassembled, cut or removed using low percussive methods. Any masonry will be removed using hand tools, one brick / course at a time. Any concrete will be cut using a combination of Ring, Track and Wire Saws to reduce the amount of the vibration whilst deconstruction is underway. The movement of materials will be closely monitored by supervision and routes will be protected with Fire rated barriers where necessary. Constant review and monitoring carried out by supervision to ensure that the works are

	undertaken safely and without damage to the buildings fabric.
Building Impact: (Vibration, dust, noise, water etc.)	a)Vibration monitoring provided by Lendlease, monitored by SRL as per agreed with the client levels (over 10mm/s for Amber and over 15mm/s for Red. b)Noise – Noise monitoring will be carried out throughout our work package. If levels elevate above satisfactory levels then a re-assessment will be carried out. c)Dust – Dust will be suppressed using water, either directly connected to the cutting equipment or by small hand held sprayers for more localised removals. Wet vacs & H type vacs will be used to keep the area clean and tidy. Water discharge will be collected at source. d)Water ingress – Existing roller shutters will remain in situ. This will form a barrier preventing any rainwater ingress, protecting the exposed original structure.
Tools/Equipment: (Type, use and calibration)	Tools/ equipment that will be used throughout our work package are as follows: • Wire Saw • Track Saw • Ring Saw • Recip Saw • Mobile Towers • Podiums • Peco Lifts • Task Lighting • H-type Vac's • Wet Vac's • Hand Tools • 7kg Breaker • Bobcat Skid Steer • Excavator & Attachments • Spider Crane All equipment to be inspected before use. All electrical equipment will be PAT tested All Lifting equipment (including slings / chains) will be fit for purpose and carry to correct certification. (6 monthly checks) All h-type vacuums will be DOP tested before use. All Machinery will have 12monthly & 6 monthly inspections.
Storage: (During works for reinstatement, long term off site)	All tools and equipment will be stored within our storage unit located on Albert Square. Materials will be stored in short term stockpiles located within the courtyard and transported onto Lloyd Street (via the ramp) when possible to do so. Materials only to be deposited in approved protected locations. Materials to be then loaded into skips using the excavator / bobcat.
Discovery: (Type to be expected and visual signs)	All personnel must be made aware of any heritage assets and any requirement for pre-approved protection. Care must be taken all stages of the removal process and supervision must monitor the integrity of protection as the works progress. Photographs of each element / area must be taken before works commence and once works have been completed, these photos will be issued to Lendlease. Were required Lendlease will issue permits to work.

	In the event that any unknown heritage items/ assets are discovered whilst carrying out our works, the works will immediately stop and lendlease, MCC and Purcell informed.
Workforce Awareness: (Tool box talks and briefing by design consultants prior to works)	In line with Lendlease's protocols, the Bradley site team will undergo project inductions to outline site rules, welfare arrangements and emergency procedure of the site. Bradley's workforce will also be briefed on the OTH project objectives, the Town Hall's history, heritage/ protection requirements and the work teams responsibilities. In addition, there will also be a ½ day Incident and Injury Free induction and supervisors must also attend a Frontline Leadership 1 day training course. These inductions/ courses are dependent on Leadlease protocol for COVID19. Prior to a new work area being released to Bradleys, a room walk around will be completed with Bradleys site team and Lendlease to discuss the rooms specific heritage items/ assets and any safety concerns to ensure the full site team is aware of what the rooms protection will consist of. At the start of each shift the site team will be briefed on the days targets and strategy of the days events, this will include a discussion on heritage/ protection required through a 'Tool Box Talk' method given by the site supervisor/ Bradley management. The day to day running's of the site will be closely monitored and recorded by Bradley's site supervisor throughout the whole work package. This will include the site supervisor filling out a site daily log of the days events as well as ensuring all asbestos related daily checks are complete. Throughout the works, Bradley's site teams will attend Smart Start meetings and progress/ look ahead meetings when required, as well as completing internal/ external audits throughout the whole project.