METHOD STATEMENT

Demolition

Moston Girls Schools
Brookside Road
Manchester

BY

PCD CONSULTANCY (UK) LTD
0161 975 5047

ON BEHALF OF

Wates Construction
The Royals
Altrincham Road
Sharston

Working with

Project Statement

The company intends to demolish the buildings as per enclosed drawings/pictures, within the contract time scale discussed and to the specification set out hereafter in this document. Utmost care will be given with due regard to the welfare of staff and without putting at risk their health and safety and that of others who may be affected by the project, particularly the client's staff.
Scope of work supplied documentation/drawings will be kept in the site file

We also recognise that our activities should be carried out with an understanding and awareness of the environmental matters. We will therefore actively seek to reduce any adverse impact on the environment, to levels that are reasonably practicable to attain, by implementing high standards of pollution control and care for the local environment.

To this end we intend to carry out our works in accordance with our programme of work unless unexpected complications arise and require the program to be altered or re-adjusted. If any alterations or adjustments are required, any changes will be fully documented.

Note

This document is to give site management/operatives a guide to the works being carried out; after completion of site inductions on site, PCD Consultancy (UK) Ltd will tour the site and discuss the scope of works; if necessary the site manager will add further methodology in the amendments section at the rear of this document. Any amendments will be notified and copied to PCD Office, and the client.

Contact Details:

Phil Cork: 07873 255355
Chris Giblin: 07805 347161

PCD Consultancy (UK) Ltd
87 Silverdale Road, Gatley, Cheadle, Cheshire, SK8 4RF

Scope of Works

- Disconnection / Isolation of Services by others. (Isolation Certificates to be added to the site)
- Erection of appropriate warning signs, fencing
- Demolition of buildings
- Removal of all waste arisings.
- Crushing of suitable material
- Site to be left clean and tidy upon completion.
- Site handover to Client.

Client

Wates Construction
The Royals
Altrincham Road
Sharston

Contact: - Tim Waters — Kyle Harvey
Telephone: - 07500 226614 — 07775 011070

Security

Will be supplied and managed by Wates Construction as required

Welfare

In accordance with the Construction Design Management Regulations 2007, welfare facilities will be provided by Wates Construction, for all site personnel, visitors, clients etc.

Services

All known services will be isolated by Wates Construction prior to any works commencing and certification provided to PCD Consultancy (UK) Ltd before any works commence on site.

Warning signs

Suitable signage such as "Danger Demolition in Progress" and "Keep Out" signage will be attached to the existing fencing in clear visible positions. Suitable safety barriers forming acceptable access and egress routes also displaying the necessary signage will be erected. This will be checked daily by the Site Management.

Supervision

The supervisor for this project from PCD Consultancy (UK) Ltd will be Mr……. who has successfully completed all necessary courses (CCDO) to make him competent for this role; all training details of personnel will be located within the site file.

All the Company's site supervisors have undergone a training course to enable them to identify asbestos and the procedures to be carried out once identified.

In the unlikely event of any materials being uncovered or disturbed during the demolition works, after ACM removal which appears to be asbestos, works in this area shall cease immediately. The area will then be sealed to prevent access by site personnel and the Client will be notified immediately. A reappraisal of the removal works will then be implemented and documentation given and understood by all concerned.

Access and Egress

Road Wagons and Plant will arrive and leave through the designated access points. Speed limits on site / public highways will be strictly adhered to at all times.

On site speed restriction of 10 Mph will be adhered to at all times. The drivers will undertake an induction, which includes high lighting any possible risks, as well as fully understanding the Traffic Control System.

Traffic Management Plan



Indicates buildings to be demolished

Indicates location of welfare

Indicates route for all plant and vehicles

Indicates proposed starting point for demolition

Speed Restrictions on site: **10 Mph**

Access to and egress from the site is shown on the Traffic Management Plan with the access being utilised and securely maintained for the period in accordance with our general programme and sequence of works.

Routes suitable for emergency traffic shall be provided and maintained at all times. Particular care will be carried out to ensure that access for emergency services will not be impaired during delivery or collection of plant and materials.

In order to maintain traffic/pedestrian safety, drivers will be instructed to observe normal Highway Code requirements, adhere to the mandatory speed limit and take additional precautions in the vicinity of pedestrians.

Note:

- The site manager from PCD (Consultancy (UK) Ltd will review the condition of safe routes over the site

- All deliveries to and from the site must first visit the site office and report to the site manager (PCD). To achieve this, suitable signage will be erected to inform drivers of this requirement. The site manager or office clerk will then be able to record what material is being delivered/ collected and instruct the driver where to drive to, and also inform the relevant persons on site regarding the delivery/collection. At this time, the wagon drivers will be instructed and told what PPE must be worn on site and the general site rules, speed limits etc. and that unless otherwise instructed, they must remain within their cabs.

- Once the wagon is at the (entry point) he must be guided into the site by the banks man up to the loading area. It will be the banks man's responsibility to ensure that persons are kept well clear of the wagon.

- Once the wagon is in position, the banks man will signal to the machine driver to load/offload the wagon. Throughout this operation the banks man will ensure that no persons are within the immediate area of the loading point – (to avoid the risk of being injured from falling debris).

- Obviously, throughout the works all operatives are to comply with the site's PPE requirements, company and site safety policies.

- At no times should a driver load/unload a wagon without a banks man in attendance. Also, the site manager should assess whether one banks man will be sufficient. He may consider that more than one banks man is required.

- Both the machine driver and banks man must be competent. This will be the site manager's responsibility to ensure that people are competent and adequately trained.

SEQUENCE OF WORKINGS AND METHODOLOGY

Disconnection of Services

Note:

Before Demolition Works Commences on Site: Certificates of termination/isolation must be provided to the Site Management prior to any works commencing on site.

Note:

PCD Consultancy (UK) Ltd will not be responsible for any isolation, Disconnection, diversions or locate any services. The client will be responsible.

Manual Handling

The majority of activities and tasks associated with demolition involve some form of manual handling; these include soft stripping works, breaking out by hand, hot cutting, carrying, lifting, moving materials etc. The following guidelines should be followed as a minimum when operatives are carrying out tasks that involve manual handling:

- Assess whether the task requires manual handling or whether it can be done mechanically or with mechanical aid. Mechanical methods should always be utilised if possible;
- Assess the load to be lifted, carried or moved – **20kg is the maximum load for one person**;
- If the load is more than 20kg, you should consider mechanical aid;
- If mechanical aid is not an option (e.g. due to access limitations, stability and condition of load etc.) and the load is more than 20kg, consider the task being carried out by more than one person. If this is not feasible, an alternative method must be adopted;
- Assess the load distribution of the object – unbalanced loads of **less** than 20kg may need more than one person;
- Assess the size of the object – large loads of **less** than 20kg may need more than one person;
- Ensure access routes underfoot for carrying, moving etc are even, sound and free of debris if possible;
- Ensure liquid containers have the lid securely in place to avoid spillage;
- When carrying out the task, adopt a good posture – feet positioned approximately shoulder width apart, maintain a straight back, use the muscles in the legs and not the back;
- When lifting or carrying an object, remember the following:

- Feet positioned approximately shoulder width apart;
- Squat down with a straight back by bending the knees at the same time;
- Take a firm hold of the object;
- Lift the object by straightening your legs and keeping your back straight;
- Keep the load close to the body when carrying;

Also, the following Personal Protective Equipment (PPE) should be used when lifting and carrying objects, in addition to the minimum required PPE for the site:

- Gloves BS EN 388:2003
- Protective clothing/overalls to protect body areas in contact with the load;
- Steel reinforced toe cap footwear.

In all cases, do not exert undue force on your body (i.e. do not strain yourself). If the load is too heavy, seek assistance or adopt an alternative method.

Control Measures

- **All operatives and visitors will be required to sign on and off site daily, operatives will attend Wates Construction & PCD Start Right Meeting daily;** in addition to this, all visitors to the project will be escorted by a competent person;
- A further induction and toolbox talk is to be given by PCD Consultancy (UK) Ltd Site Manager/ Contracts Manager in accordance with company policy identifying specific items relevant to the upcoming works programme prior to commencing work on site;
- After completion operatives are then to put on PPE as required and transfer all necessary equipment to the working area;
- All power tools to be used are to be either 110V or cordless. A generator is to be used for 110V power;
- All plant operatives will be CITB/CPCS registered and will have copies of their certificate with them for inspection;
- Any existing remaining live services are to be identified and notified to PCD Consultancy (UK) Ltd;

During site induction and **daily start right meetings** all personnel will be made aware of the Site Rules, Accident Reporting and Site Emergency procedures. Copies of these will be displayed in the canteen. Operatives will be required to confirm they have received the induction briefing by signature and a copy of this will be kept in the Site Managers office.

All areas of work will be supervised at all times. It will be the responsibility of each Supervisor to constantly assess the ability of each operative both before and during with regard to the individual's capabilities in respect of the work he has been

assigned to do in both experience, competence and most importantly, his ability to complete the work in a safe manner without incurring risks to himself or third parties. Supervisory charge-hands will be in possession of a set of documents relating to method of work.

As each new area of work is approached, PCD Consultancy (UK) Ltd site supervisor will hold regular induction meetings with key personnel and, in particular, personnel in respect of the works to be executed, in which areas they are to be executed and, most importantly the factor of risk likely to be encountered during each specific operation.

Asbestos

All ACM's identified within the reports will be removed by a licensed company managed by Wates Construction, prior to our commencement of demolition, will we require certification of ACM clearance on each building**; If there are buildings which do not contain any ACM's, and this does not interfere with the ACM removal works, PCD Consultancy (UK) Ltd wish to start the demolition of these buildings, and segregate our works, this will be agreed with all parties concerned before commencement of works**.

Demolition

All site operatives will be briefed on the operations taking place.

Under the guidance of the site manager (PCD), the 360° excavator c/w trained and licensed operative will commence with demolition of the school from the south east elevation identified on page 5;

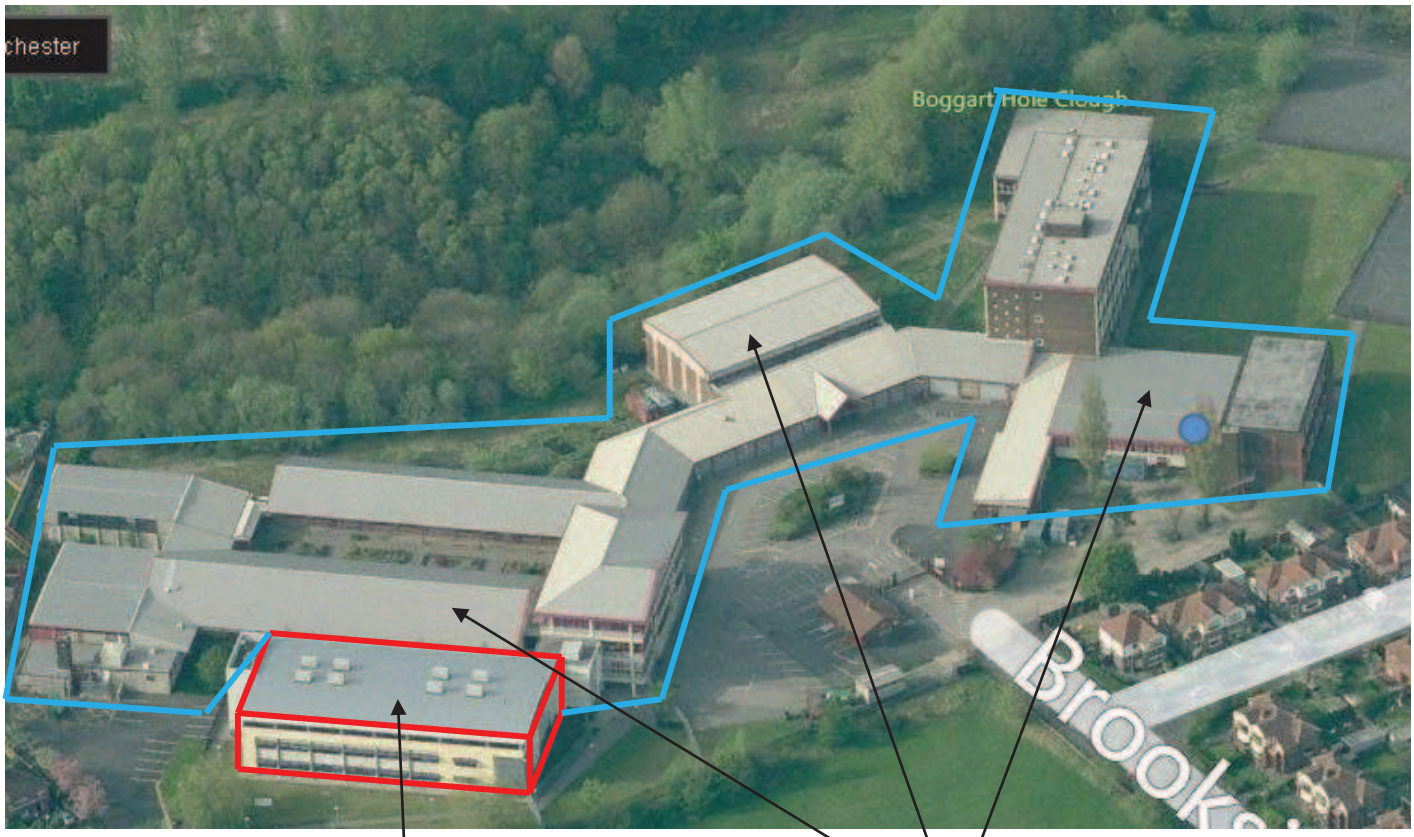
Starting from the roof level the demolition excavator utilising a 360° rotational grapple will "pluck" the roof coverings from their current location and place onto the floor for further processing, this may be achieved using a further 360° demolition excavator and loaded into specific skips for recycling;

The roof will then be "opened up" this will be carried out by the demolition excavator and arisings lowered to ground level for further processing
The windows will be lifted out in their entirety and lowered down to ground level for further processing
Remaining side walls will be folded into the footprint of the building, this methodology will continue until each designated building has been demolished, and all arisings segregated and placed into appropriate waste skips

This safe methodology will continue throughout all the buildings on site; working from the roof height downwards at all times to ensure structural integrity is maintained throughout our works. All buildings to be demolished is identified below:

Waste Removal

As waste is generated it will be segregated into wood, plastic, scrap and waste this will be placed into waiting skips, and taken to a licensed facility or recycling centre/waste transfer depot, all waste taken from site will adhere to all environmental legislation and relevant waste transfer notes supplied and kept in the site file



Building to remain

All other buildings to be demolished

All foundations will be removed to a depth of 1m, slabs will be removed during this element of works, all suitable demolition arisings will crushed to 6f2 and stockpiled on site for re-use, this will be carried out using a crusher/bucket, with particular attention to dust. Excess crush material will become the property of PCD Consultancy (UK) Ltd and removed from site, this will be agreed and determined between both parties.

Hot Works

If required hot works may be utilised (oxy propane or Stihl saw) to remove any holding down bolts, or to reduce equipment in size for recycling purposes. PCD Consultancy will inform Wates if this is required and apply for required permits etc; no hot works will be carried out after 4pm and a dedicated firewatcher will be positioned close to the working area c/w fire extinguishers until hot works are completed.

Interfaces with others

To enable the works to be carried out safely, the site will be excluded from other contractors, members of the public & unauthorised visitors and declared an **Active Demolition Zone** and controlled accordingly as follows:

- Warning notices and restricted area notices will be positioned at key vantage points and access gates to highlight safety hazards;
- Barriers to be installed to define demolition exclusion zone if required, generally this will be herras type (block feet & mesh panel) fencing.
- Exclusion zone to be controlled at all times. The extent of the exclusion zone is determined by the size of the structure to be demolished and the technique adopted for such demolition. This will be determined on site by PCD Consultancy (UK) Ltd Site Manager /Supervisor;
- Areas of risk directly beneath the demolition area will be cordoned off and clearly segregated from third parties;
- All temporary barriers and signs etc. will be constantly checked and maintained before and during each working day by the Site Supervisor.

Monitoring

The site manager (PCD Consultancy (UK) Ltd) will check on regular basis to ensure all works are progressing safely and comply with the Method Statement.

Monitoring Dust throughout demolitions

PCD Consultancy (UK) Ltd shall appoint a person who shall monitor the dust levels arising from each of the tasks undertaken and assess the need and levels of dust suppression required.

Dust Suppression

Throughout the process, should the dust become excessive, then PCD Consultancy (UK) Ltd will supply a suitable dust suppression technique.

The Client will be requested to issue a water supply point free of all charges before work commences to which we shall attach a standpipe (provided by the client) and suitable hoses to dampen down the hardcore throughout the loading process?

Alternatively a diesel bowser, jet wash will be brought to site and all costs will be forwarded to the client as per our contractual terms and condition

Programme

Commencement - TBC
Completion - TBC

Deliveries/collections will be carried out in between the hours of 9am and 3.30pm (school hours)

Emergency procedures

An emergency co-coordinator will be appointed for the site and he will formulate an Emergency Procedure for the detailing of Fire Points, Emergency Exit Routes and Muster points. He will be responsible for ensuring the relevant emergency services are called to the site when necessary and that emergency roll calls are undertaken.

Unforeseen eventualities will be immediately reported to PCD Consultancy (UK) Ltd Office. If any unanticipated eventuality results in health and safety implications the Client will be notified as soon as possible.

In potentially dangerous situations we shall take necessary precautions to minimize the effect of danger but only if this can be achieved without putting any persons at risk. If the situation arises the site will be secured and a plan of action will be agreed which will eliminate all risks to personnel.

Emergency Arrangements

A first aid box suitable for the amount of operatives on site will be made available and PCD Consultancy (UK) Ltd will supply a qualified first aid representative.

Fire points will be established around and within the site (Contract Manager - Site Manager to confirm their Location with Wates Construction).

Emergency Evacuation Procedure:

In the event of an incident that requires evacuation (e.g. fire) the following procedure must be followed:

- Upon discovering an incident, operatives are to raise the alarm by sounding the horn or siren, situated at welfare area;
- Upon hearing the alarm, operatives are to cease work immediately, place down tools and proceed to the nearest exit gate;
- Do not run unless absolutely necessary, but move purposely towards your exit;
- Once out of the working area, proceed to the **MUSTER POINT** in the site compound area adjacent to the site office;
- The Site Manager or Supervisor will carry out a roll-call from the daily site register to determine if any operatives are missing.

Accident Procedure

If an accident occurs the Site Manager / Supervisor will follow the Clients (if Applicable/ PCD Consultancy (UK) Ltd Emergency Procedures).

In the event of any accident occurring, a standard procedure will be adopted. Depending upon the level of injury, a detailed record will be maintained on site. Minor injuries will be treated in situ, if possible, by utilising a standard first aid kit available on site. More serious injuries will be treated by a suitably qualified off site party. In either event all parties requiring notification will receive it.

Depending upon the level of injury and the circumstances which they occurred, all accidents will be thoroughly investigated by the Site Manager / Supervisor. He will assess the degree of competence adopted, as to whether the incident is likely to re-occur if the methods adopted are to be used. Any such changes to the methods of working will be immediately reported to the Supervisory Officer, complete with a revised method statement and associated risk assessment.

The nearest hospital with A&E facilities is: North Manchester General Hospital, Delaunays Road, Crumpsall, Manchester, M8 5RB Tel: 0161 795 4567



CHAS Accredited Contractor
Constructionline
Achilles

Consultations with People on Site

Team talks will also be used as an opportunity for the workforce to be consulted on health and safety issues as a means of complying with the "Health and Safety" (Consultation with Employees) Regulations 1996"

At all Induction Meetings and Tool-Box Talks it will be a requirement that those present are asked to report any issues related to health and safety that they may be of concern. When such information is received by the management then it will be recorded and actioned as appropriate.

Large Plant Requirement

Wagons/skips
Excavators

Working Hours

Monday to Friday 08.00 am until 17.00 pm

Weekend working prior to arrangement with the client

Parking

Site personnel will park their vehicles within the existing car park of the site,

British Standards, Codes of Practice

All works undertaken will be in accordance with BS 6187 Demolition Code of Practice

Use of PPE by all site operatives

All site operatives will be issued as standard, a hard hat, high visibility waistcoat, gloves, LEP and appropriate dust masks.

Site operatives will all be required to wear steel toe capped boots and the issue of all PPE will be logged in the PPE register.

Health and Safety Generally

All operations will be executed at all times in such a way as to ensure as far as it is reasonably practicable the safety and welfare of all persons likely to be affected by our operations including subcontractors, client's staff and where appropriate visitors.

Company Safety Policy

In accordance with the current Health and Safety at Work Act etc 1974, and accompanying legislation, PCD Consultancy (UK) Ltd has and operates a Company Health and Safety Policy which applies to all contracts undertaken. A full copy of the document is available on request at our Head Office.

Management

Overall control of the project will be by one of our Directors. In addition a supervisor and a working foreman will be appointed to oversee and/or undertake the day-to-day operation.

Legislation and codes of practice

All work will be carried out in accordance with current legislation, which is applicable to their respective industry, with particular regard to the following.

The Health & Safety at Work etc Act 1974
The Management of Health & Safety at Work Regulations 1999
The Construction (Design & Management) Regulations 2007
The Control of Asbestos at Work Regulations 2006
Asbestos essentials HSG 210
The Asbestos (Licensing) Regulations 1998
The Control of Lead at Work Regulations 2002
Control of Pollution Act (Amendments) 1989
The (Lifting Operations & Lifting Equipment) Regulations 1998 (LOLER 98)
The Control of Substances Hazardous to Health Regulations 2002
Personal Protective Equipment at work Regulations 1992
The Construction (Head Protection) Regulations 1989
The Health & Safety (Safety Signs & Signals) Regulations 1996
The Noise at Works Regulations 2005
The Health & Safety (First Aid) Regulations 1981
The Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 1995 (RIDDOR)
The Provision & use of Work Equipment Regulations 1998
The Manual Handling Operations Regulations 1992
The Confined Spaces Regulations 1997
References
BS6187 Code of Practice for Demolition
BS5240 Industrial Safety Helmets
BS2092 Industrial Eye Protectors
BS679 Filters for use during welding and similar industrial operations
BS1397 Industrial Safety Belts and Harnesses
BS5228 CP for noise control on construction and open sites
BS5973 Access and working scaffolds and special scaffold structures in steel

Acknowledgement by Site Operatives

Method Statement: Demolition of Moston School **Rev:** ***01***

Briefing given by: .....**Site Manager:** .....

I confirm that I have read and understood the above method statement and any comments or queries I have regarding it's execution are noted below			
Name	**Date**	**Signed**	**Comments**

Amendments

Signed:

Site Manager:.....

Personnel:.....

.....

.....