PROJECT 3
architects



Lower Campfield, Manchester
Lower Byrom Street, M3 4FP

Listed Building Consent Application Conditions
Condition 12. RevA

Listed Building Consent Application Condition 12

12) Prior to the commencement of strip out works, a detailed method statement shall be submitted detailing how the fabric will be removed together with how the remaining historic fabric will be repaired once removal takes place. This condition applies to the following works:

Removal of redundant M&E; and
Internal strip out of mezzanine

The removal works shall be carried out in accordance with the approved details. Should any other parts of the Listed structure become damaged as a consequence of the removal/alteration work then such damage should be made good following a method of works previously agreed in writing by the City Council, as Local Planning Authority.

Attached information to satisfy LBC Condition 12

01 *- PDF - Project 3 Architects - Demolition Plans*

02 *- PDF - SLHA - Heritage Appraisal - Significance Plans*

03 *- PDF - Total - Risk Assessment & Method Statement for Soft Strip Works*

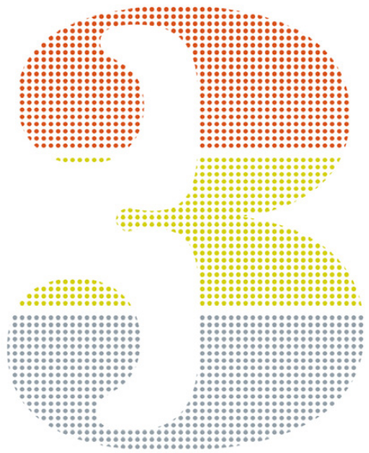
04 *- PDF - NB Oliver - Lower Campfield Repair Plan*

05 *- PDF - NSS - Lower Campfield Elevations Repair Plan*

06 *- PDF - NSS - Risk Assessment & Method Statement for Repairs*

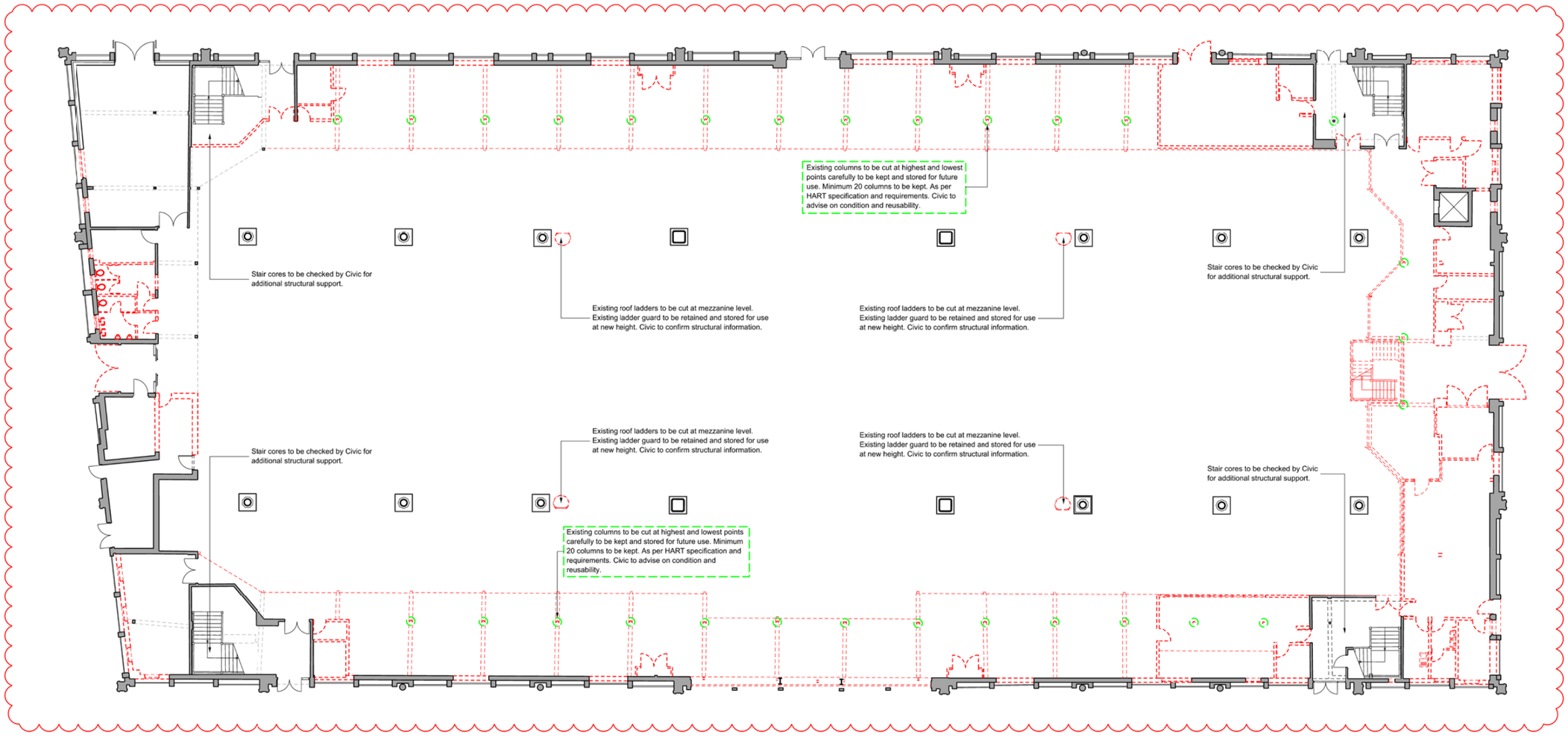
07 *- PDF - CIVIC Engineers - Shim Replacement of Existing Column*

08 *- PDF - CIVIC Engineers - Cracked Iron Capital Repairs*



Section 01

The following sections contains Project 3 Architects demolition plans for Lower Campfield. This highlights what is being removed and what is being repaired / areas to be stripped.



Notes:

Adjoining existing areas or disrupted areas to be patched and repaired as adjacent areas suitable for proposed finish.

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Refer to structural drawings for any structure to be retained.

Wall types to be removed are subject to intrusive survey by the contractor or others.

This drawing is to be read in conjunction MEP engineer's and structural engineer's demolition drawings.

Key:

- Existing retaining walls to be retained. Refer to SE details for extent.
- Dashed line denotes demolition extent including all walls, doors, windows, sanitary fittings, soffits, ceilings and casework etc.
- Hatch denotes structural slab demolition extent.

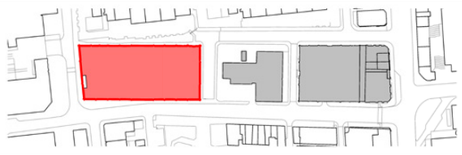
Existing columns to be cut at highest and lowest points carefully to be kept and stored for future use. Minimum 20 columns to be kept. As per HART specification and requirements. Civic to advise on condition and reusability.

Demolition Plan - Ground Floor

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Rev:	Date:	Description:	By:
P01	14/07/23	First Issue	ko
P02	16/08/23	Issue Update	ko
P03	21/08/23	Design Update	ko
P04	30/08/23	Layout Change Update	ko
T01	03/11/23	Issue for Tender	JG
T02	28/11/23	Amends	JG
C01	01/05/24	Construction Issue	JG
C02	05/07/24	Tender 02 Amend	JG

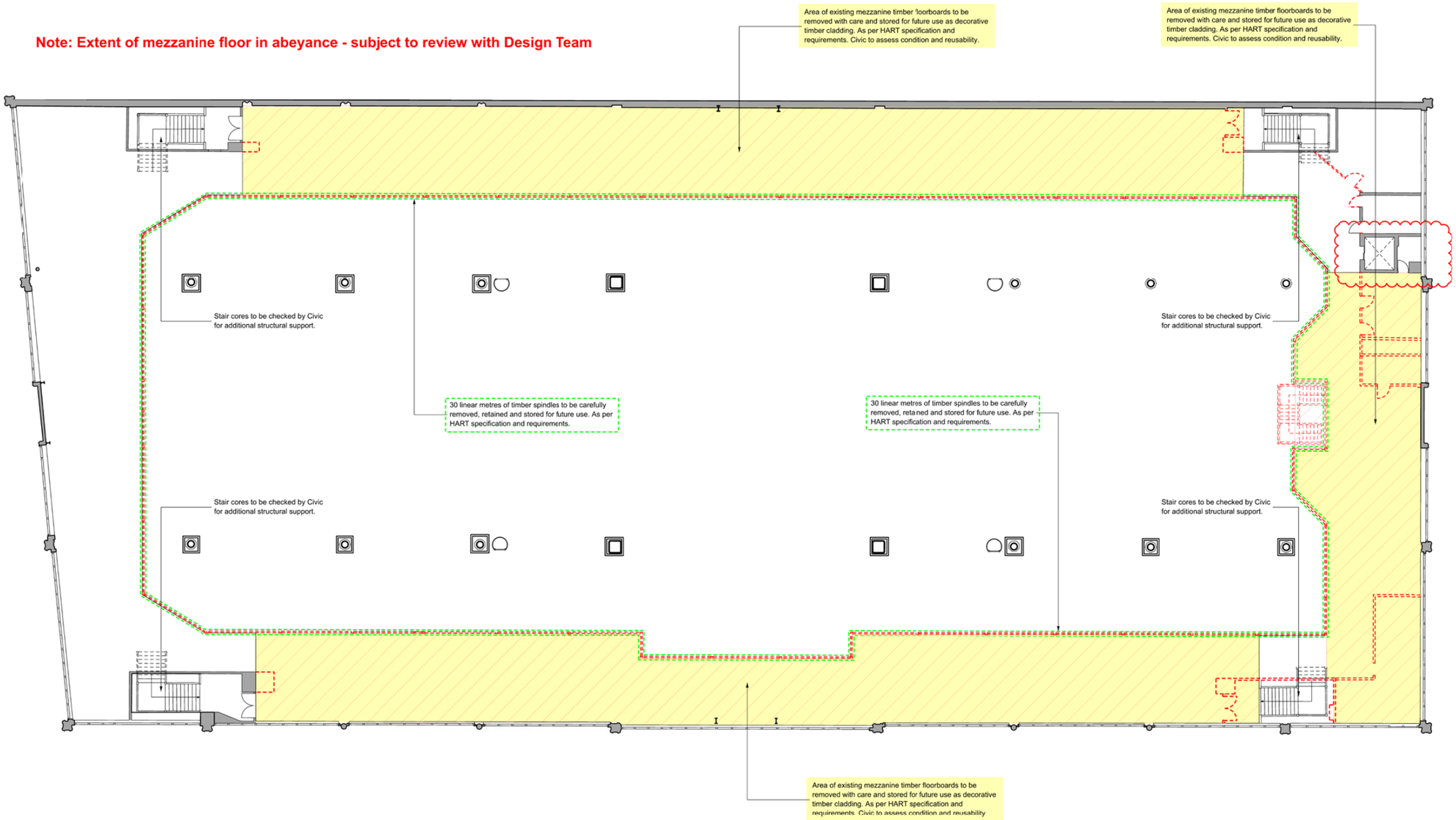


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Project:
Lower Campfield
Liverpool Road, Manchester
Title:
Demolition Floor Plans
Ground Floor
Status: CONSTRUCTION
Scale @ ISO A1: 1:125
Drawing Number: 0774-P3A-XX-X-DR-A-03001
Revision: C02

Note: Extent of mezzanine floor in abeyance - subject to review with Design Team



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Key:

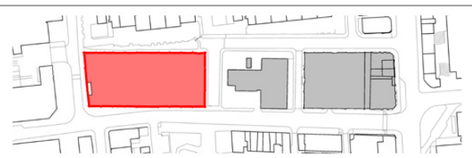
- Existing retaining walls to be retained. Refer to SE details for extent.
- Dashed line denotes demolition extent including all walls, doors, windows, sanitary fittings, soffits, ceilings and casework etc.
- Hatch denotes structural slab demolition extent.

Demolition Plan - Mezzanine Floor

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C01	01/05/24	Construction Issue	JG
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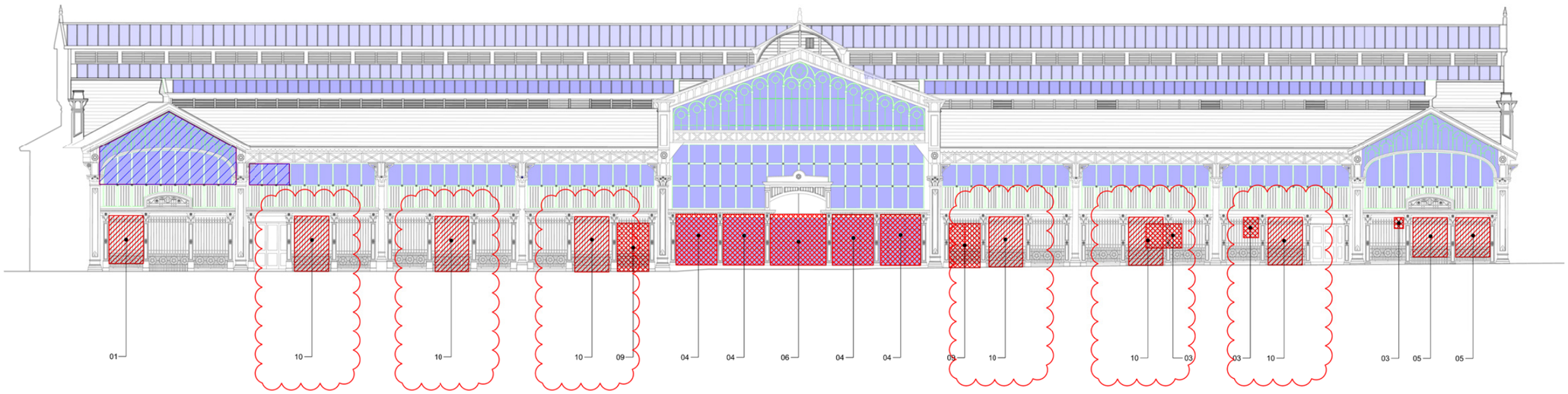
Project:
Lower Campfield
Liverpool Road, Manchester

Title:
Demolition Floor Plans
Mezzanine Floor

Status: CONSTRUCTION
Scale @ ISO A1: 1:125
Drawing Number: 0774-P3A-XX-X-DR-A-03002
Revision: C02

5 Window panels to be removed and replaced with new glazing. Refer to the NSS survey for further details.

01. Existing wall to be demolished to create a 2000x2800mm structural opening for proposed acoustic louvre. Retain an upstand at low level. Refer to (30) Series drawings for further details.
02. Existing wall to be demolished to full extent of bay opening width for proposed window system and side infills.Retain an upstand at low level. Refer to (31) Series drawings for further details. Historic railing to be retained and protected during construction. If required carefully removed, safely stored and placed back into original position. Existing gates and tack to be fully refurbished. Decorate to match. Gates and track to be serviced and returned to original functionality.
03. Remove existing windows. To be infilled with brick and block to match existing. U-value requirements TBC. Refer to (21) series drawings for more details.
04. Remove existing windows. To be infilled with brick and block to match existing. U-value requirements TBC. Refer to (21) series drawings for more details.
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07. Top of existing wall to be demolished to create structural opening for proposed louvre. Refer to (30) Series for structural opening dimensions.
08. Existing wall to be demolished to create a structural opening for proposed external door. Refer to (31) Series for structural opening dimensions.
09. Remove existing door. To be infilled, build up TBC. U-value required TBC. Refer to (21) series for more details.
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Hatch denotes external windows/doors to be removed between piers unless noted on drawings.

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This drawing is to be read in conjunction with the following drawing series:

(00) Series	Site Information
(03) Series	Demolition Drawings
(04) Series	GA Plans, Sections & Elevations
(09) Series	Acoustic Plans
(12) Series	FS & BR Plans
(20) Series	Mezzanine Deck Details
(22) Series	Internal Partition Details
(24) Series	Stair Details
(29) Series	Architectural Metalwork Details
(30) Series	External Louvre Details
(31) Series	External Window & Door Details
(32) Series	Internal Door Details

Demolition Elevation - South Facing (Liverpool Road)

Notes:

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T02	28/11/23	Amends	JG
T03	18/04/24	GA Amends	JG
C01	01/05/24	Construction Issue	JG
C02	05/07/24	Tender 02 Amend	JG

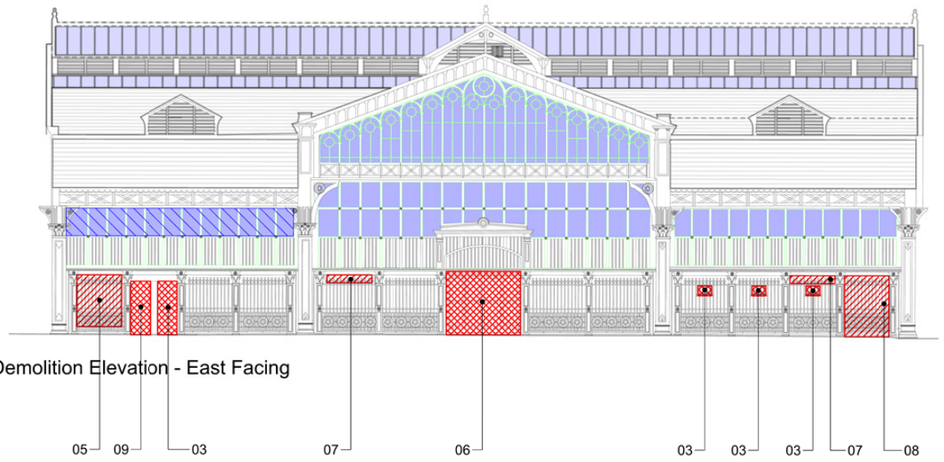
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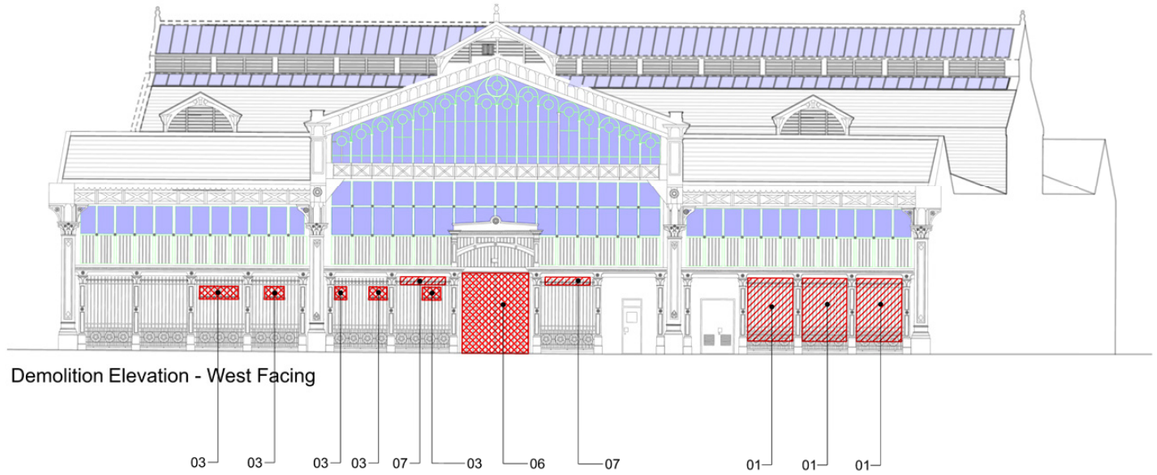
Project:
Lower Campfield
Liverpool Road, Manchester
Title:
Demolition Elevation
South Facing (Liverpool Road
Status: CONSTRUCTION
Scale @ ISO A1: 1:125
Drawing Number: 0074-P3A-XX-DR-A-03201
Revision: C02

5 Window panels to be removed and replaced with new glazing. Refer to the NSS survey for further details.

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Demolition Elevation - East Facing



Demolition Elevation - West Facing

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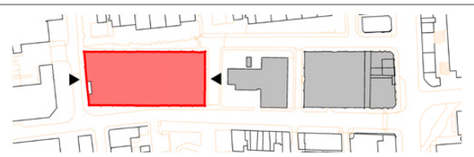
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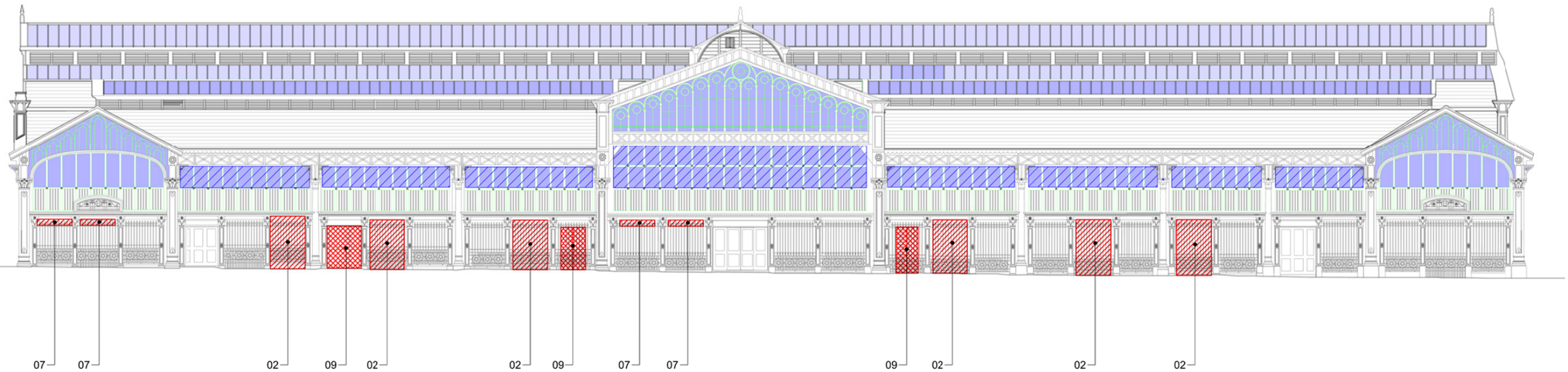
Project:
Lower Campfield
Liverpool Road, Manchester

Title:
Demolition Elevation
West & East Facing

Status: CONSTRUCTION
Scale @ ISO A1: 1:125
Drawing Number: 0774-P3A-XX-DR-A-03202
Revision: C02

5 Window panels to be removed and replaced with new glazing. Refer to the NSS survey for further details.

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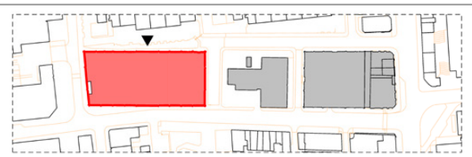
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(31) Series	External Window & Door Details
(32) Series	Internal Door Details

Demolition Elevation - North Facing (Tonman Street)

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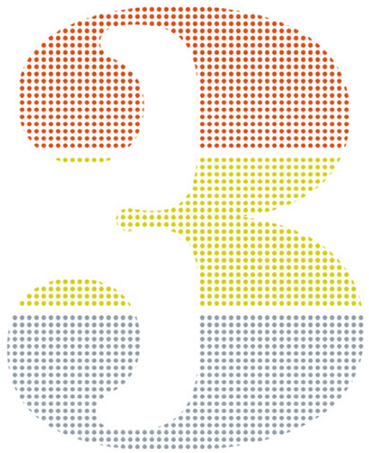
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Project:
Upper Campfield
Liverpool Road, Manchester

Title:
Demolition Elevation
North Facing (Tonman Street)

Status: CONSTRUCTION
Scale @ ISO A1: 1:125
Drawing Number: 0774-P3A-XX-DR-A-03203
Revision: C02



Section 02

The following sections contains the SLHA heritage appraisal for Lower Campfield and the significance plans of the Listed Building.

4.3 The Lower Market Hall

Table 2: Building Description	
Exterior	
South elevation –	 **Figure 76**: The southern elevation of the Lower Campfield Market as seen from Liverpool Road. (2018)  **Figure 77**: The central, raised portion of the southern elevation, showing original cast iron Venetian windows to gable and modern glazed openings to lower portions in the place of removed original cast iron railings. (2018)
North elevation –	 **Figure 78**: The north elevation as seen from Lower Byrom Street. (2018)

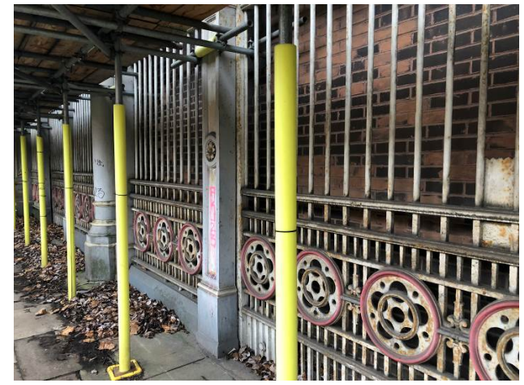
	  **Figure 79-80**: Examples of the original sliding gates to the north elevation. Note the wheels (bottom) and lock protection plates (centre).
West elevation -	 **Figure 81**: The southern elevation as seen from Lower Byrom Street. (2018)



Figure 82: The central glazed Venetian windows to the east elevation.



Figure 82: The lower parts of the west elevation.

East elevation –



Figure 84: The south elevation (let) and east elevation (right) (2018)



Figure 85: The east elevation.



Figure 86: Examples of 1980-3 doors to the east elevation.

Interior

Interior south –



Figure 87: Looking south-west across the building towards the southern elevation.



Figure 88: The central section of the south elevation.



Figure 89: Looking south-east across the building towards the southern elevation.



Figure 90: Examples of the c1909 cast iron mezzanine columns to the south elevation.

Interior north –

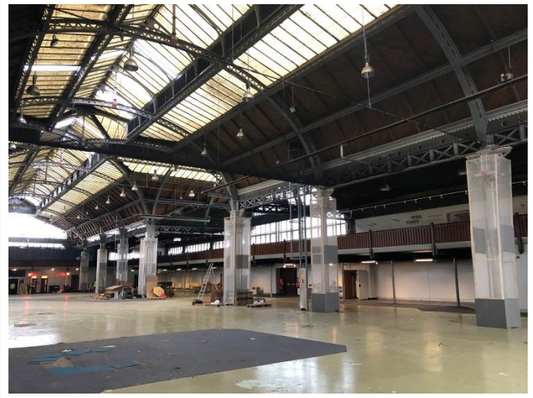


Figure 91: Looking north-west across the building towards the north elevation.

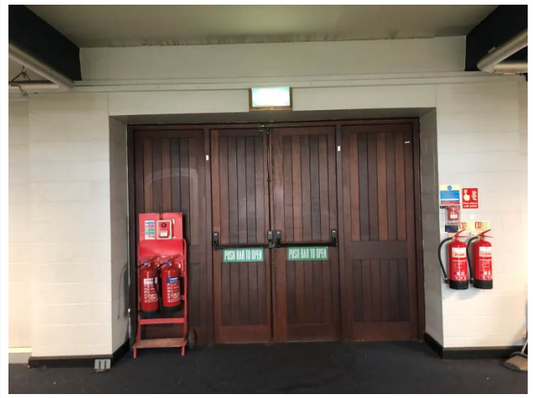


Figure 92: An example of the 1980s timber external doors to the north elevation.

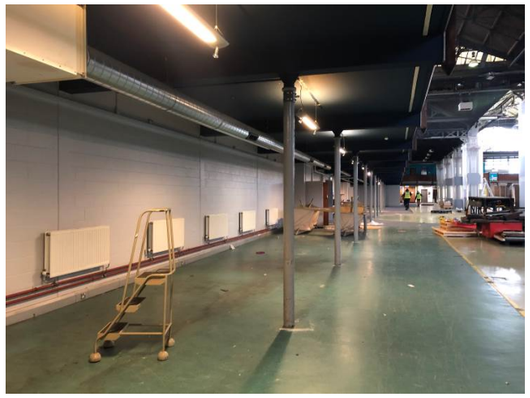


Figure 93: Looking east along the northern elevation beneath the mezzanine.

Interior west –

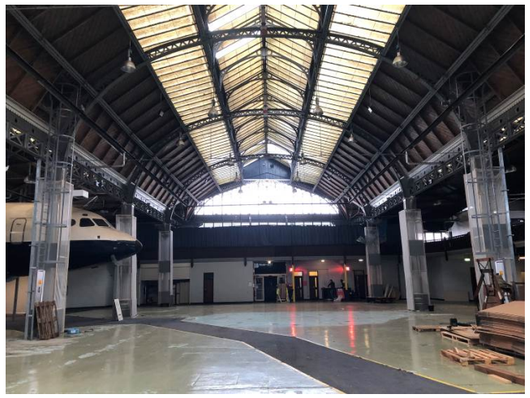


Figure 94: Looking west across the building towards the north elevation.



Figure 95: The 1980s toilets and enclosures to the north-west corner of the ground floor.



Figure 96: The modern entrance vestibule to the west elevation.

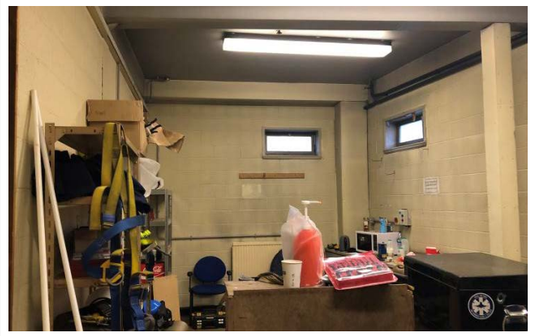


Figure 97: A 1980s room located to the south-west corner of the ground floor.

Interior east -



Figure 98: Looking east across the building towards the east elevation.

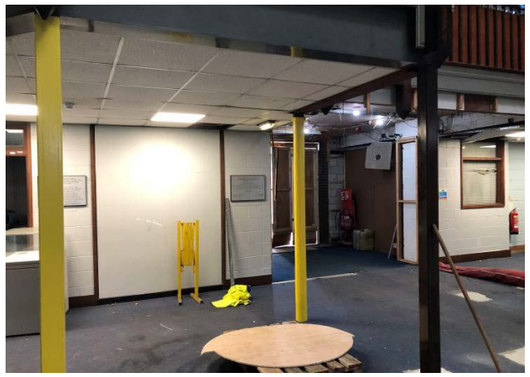


Figure 99: Modern 1980s structures along the east elevation.



Figure 100: The modern 1980s rooms to the south-east corner of the ground floor.

Roof –

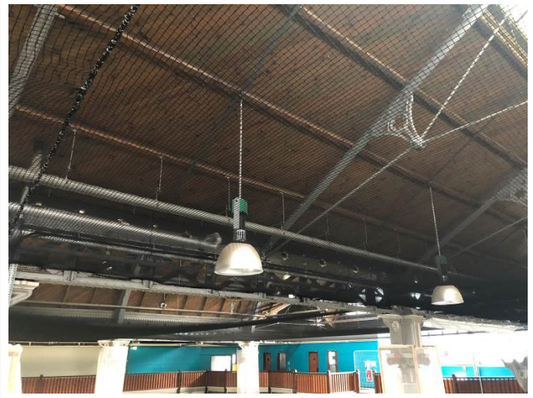


Figure 101: The south-east corner of the roof structure, showing the 1980s timber boarding replacements and modern lights.



Figure 102: Central section of the eastern side of the roof structure, showing the 1980s timber boarding replacements.



Figure 103: An example of the modern 1980s fibreglass panels (discoloured) and more recent clear coverings.



Figure 104: An example of the modern 1980s fibreglass panels (discoloured) and more recent clear coverings to the centre of the roof.

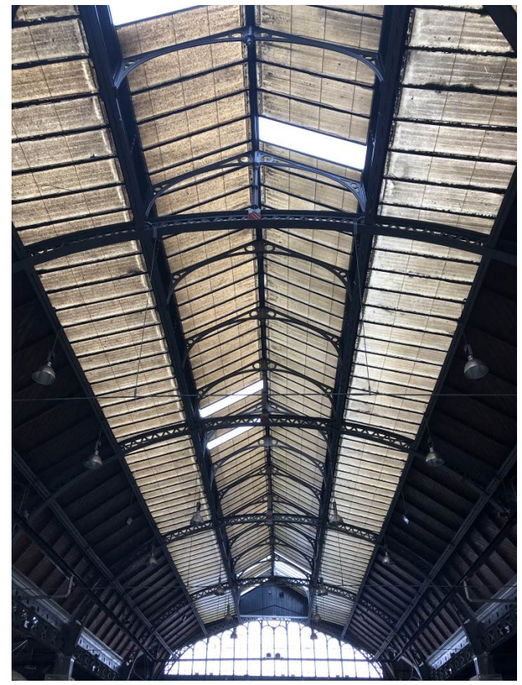


Figure 105: Looking west along the length of the roof structure.

Mezzanine level



Figure 106: Looking west along the southern mezzanine

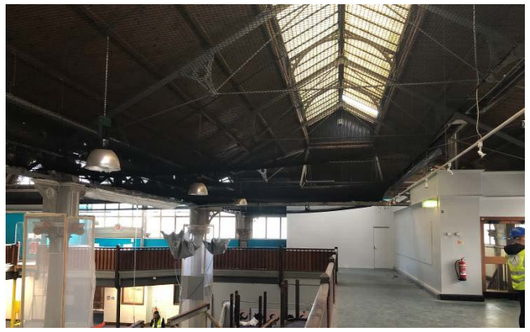


Figure 107: Looking east along the southern mezzanine.



Figure 108: The eastern side of the southern mezzanine.

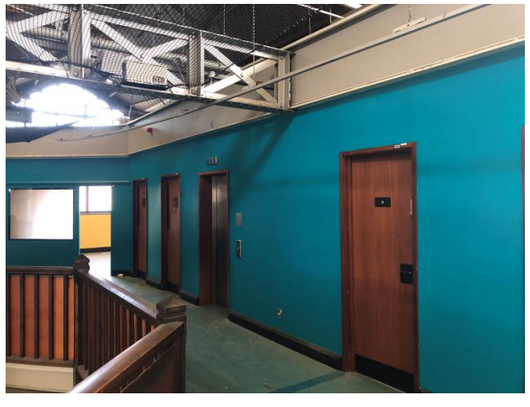


Figure 109: Looking north along the eastern side of the mezzanine, showing the 1980s partitioned toilets and other rooms.

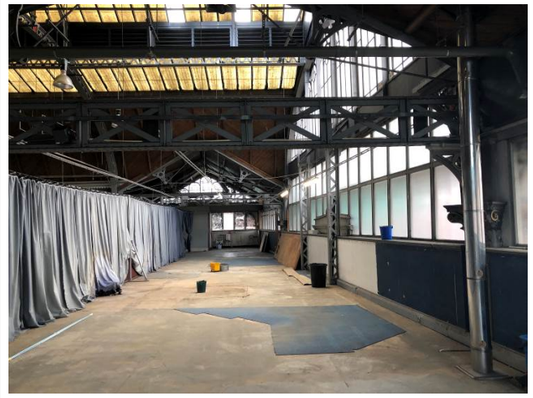


Figure 110: Looking south along the western mezzanine.



Figure 111: Looking north along the western mezzanine.



Figure 112: An example of one of the original decorative cast iron external columns, showing a representation of a Lancashire rose to the capital.



Figure 113: An example of one of the four 1980s mezzanine staircases located to each corner of the building.

5. ASSESSMENT OF SIGNIFICANCE

5.1 Introduction

The purpose of the significance assessment is to use recognised criteria to assess the heritage interest of the two buildings that form the Site.

The analysis of the significance allows for an assessment of the current integrity and authenticity of the building and its contribution to the character and appearance of the Castlefield Conservation Area.

5.2 Methodology

The following significance assessment is framed within the context of established guidance, utilising recognised and well-established terminology used with the ICOMOS Guidance for Heritage Impact Assessments (2011), with particular reference to the example guide for assessing the 'value' of heritage assets (ICOMOS, Appendix 3).

The following section will consequently assess the relative heritage interest of the Site utilising Historic England's guidance on the Listing Selection Guide for: Commerce and Exchange Buildings (2017).

Ultimately, the significance of a heritage asset is determined by an analysis of the relevant aspects of the following:

Archaeological interest
There will be archaeological interest in a heritage asset if it holds, or potentially holds, evidence of past human activity worthy of expert investigation at some point.
Architectural and artistic interest
These are interests in the design and general aesthetics of a place. They can arise from conscious design or fortuitously from the way the heritage asset has evolved. More specifically, architectural interest is an interest in the art or science of the design, construction, craftsmanship and decoration of buildings and structures of all types. Artistic interest is an interest in other human creative skills, like sculpture.
Historic Interest
An interest in past lives and events (including pre-historic). Heritage assets can illustrate or be associated with them. Heritage assets with historic interest not only provide a material record of our nation's history but can also provide meaning for communities derived from their collective experience of a place and can symbolise wider values such as faith and cultural identity.

The below analysis of the significance of the fabric of the Grade II listed Lower and Upper Campfield Market's allows for an assessment of the current integrity and authenticity of the buildings and their components. This can then be used to inform and justify each building's capacity for change, and thus the development of any future proposals for the buildings. The focus is on providing necessary and proportional amount of information, in order to justify any proposed alterations, based on the perceived level of heritage significance.

The 'Statement of Significance', and accompanying significance plans, summarises the contribution of the various components of the Site in order to identify the most and least sensitive areas, which will inform and measure potential intervention options.

The significance assessment will inform subsequent heritage impact assessments, which consider the effects of any proposals for change to the buildings in heritage terms upon the significance of the physical fabric of the heritage assets. This in turn allows, in a policy context, the extent of "harm" upon the heritage asset incurred by proposals to be established within the terms defined by the NPPF. The significance assessment therefore accords with the requirements of the NPPF and takes account of Historic England's guidance.

The below hierarchy of significance (**Table 2**) utilises ICOMOS guidance but is tailored to the Lower and Upper Campfield Markets to outline individual features and building elements and is not intended to be directly transferable to other listed buildings as the purpose is to disaggregate the relative interests of its particular fabric components.

Table 2: Definition of significance terms used in this Heritage Statement
High heritage significance relates to those components of the site deemed to be of special interest. They are important to the understanding of the site's design concept and play a considerable role in reflecting its archaeological, architectural, artistic or historic interest.
Medium heritage significance relates to those components of the site deemed to be of some interest. They will make a modest contribution to the understanding of subject site's design concept and play a minor role in reflecting its archaeological, architectural, artistic or historic interest.
Low heritage significance relates to those components of the site deemed to be of more modest interest. They make a relatively insignificant contribution to the understanding of the architectural design concept and retain a slight role in revealing the site's archaeological, architectural, artistic or historic interest.
No significance /Detrimental features and elements within the site that do not contain any special interest. These can *detract from the significance* of the site, and can be evidence of poor craftsmanship or ad-hoc refurbishments.

5.3 Significance Plans

The following significance plans provide a graphic representation of the heritage assessment using the above coloured levels of significance in order to visually represent areas of significance throughout the building.

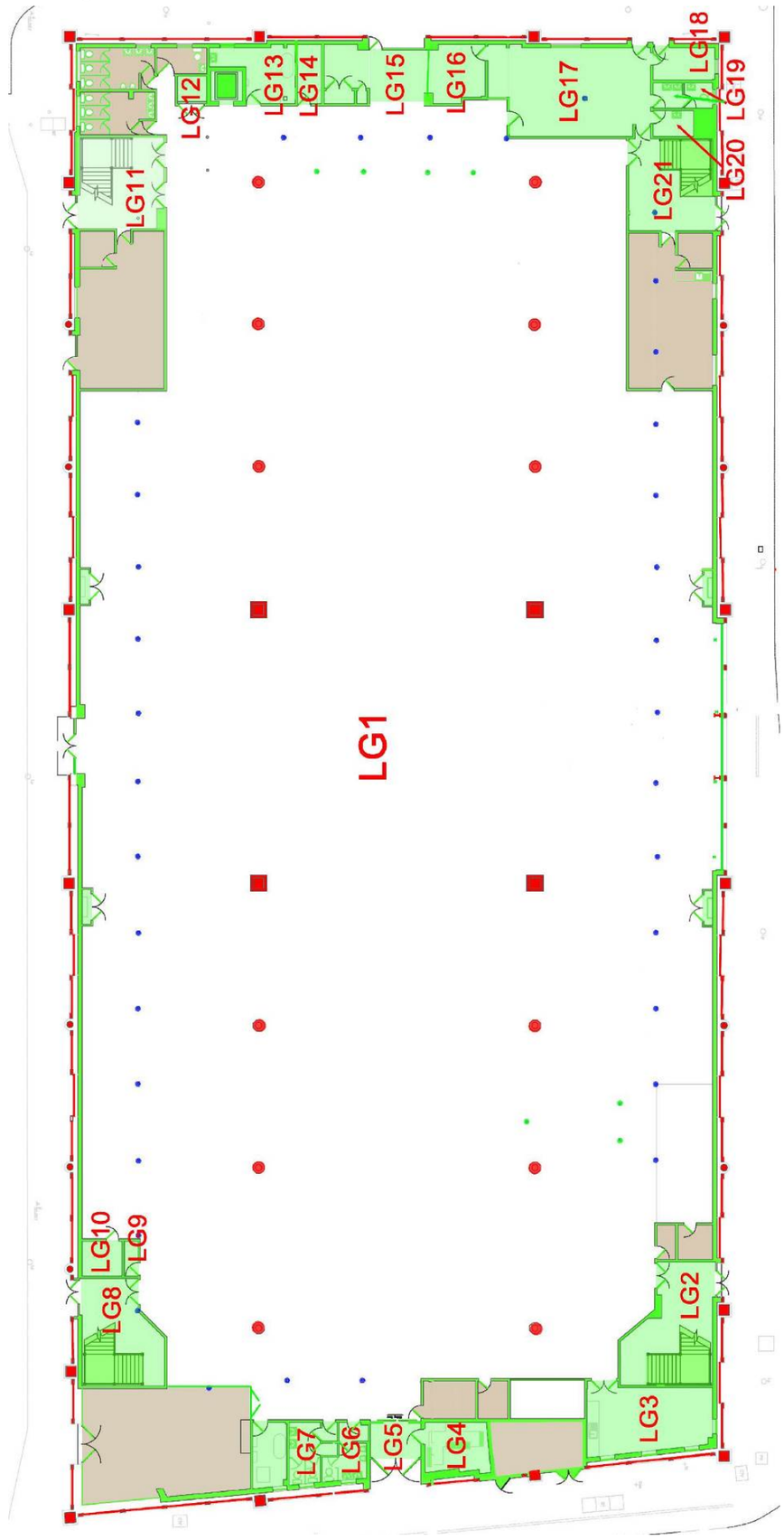


Figure 114: Significance plan of the ground floor level of Lower Campfield Market.

Lower Campfield, Manchester - Listed Building Concent Planning Application - **Condition 12**

20 Project 3 Architects

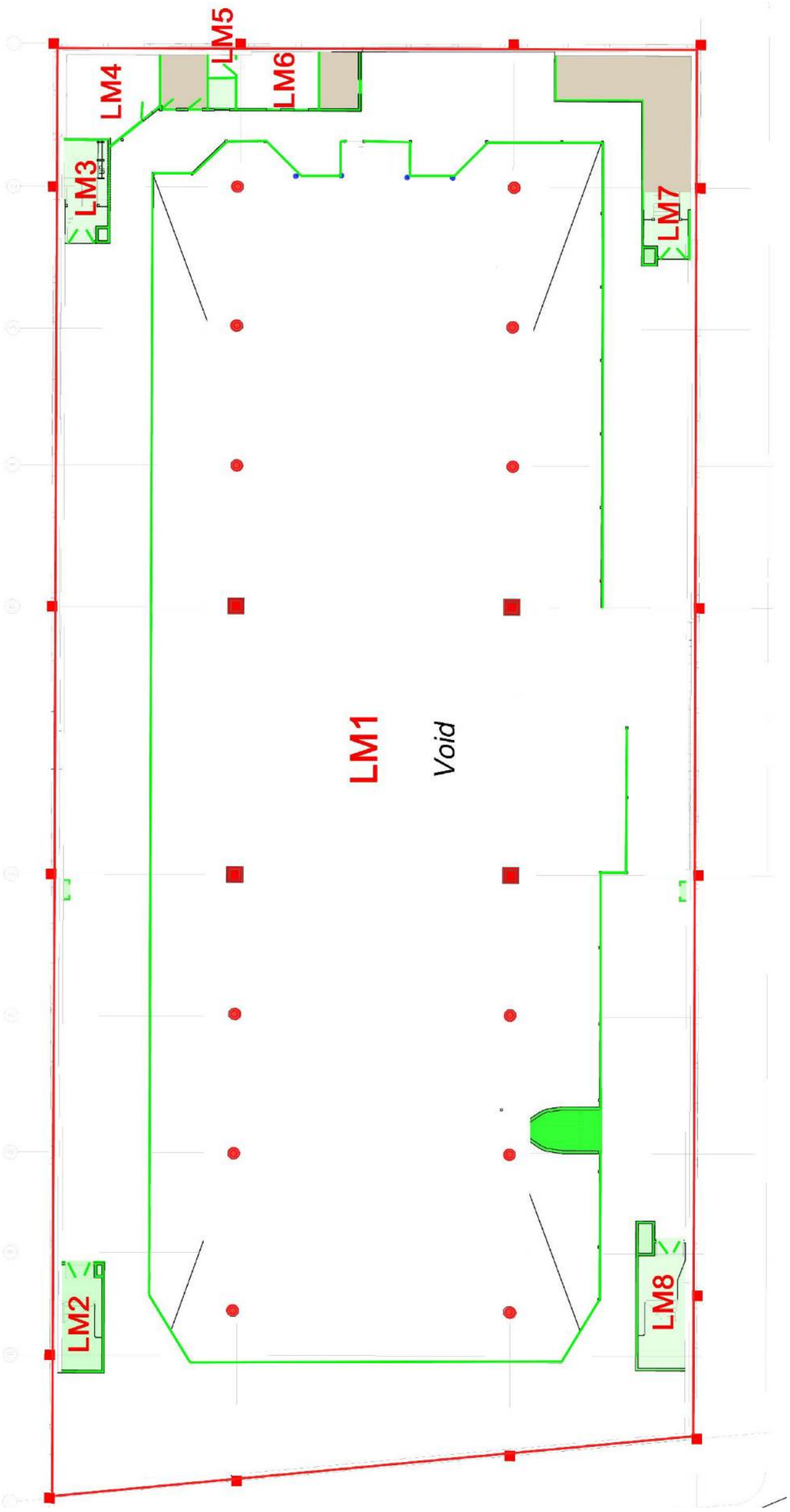


Figure 115: Significance plan of the mezzinine floor level of Lower Campfield Market.

*Lower Campfield, Manchester - Listed Building Concent Planning Application - **Condition 12***

21 Project 3 Architects

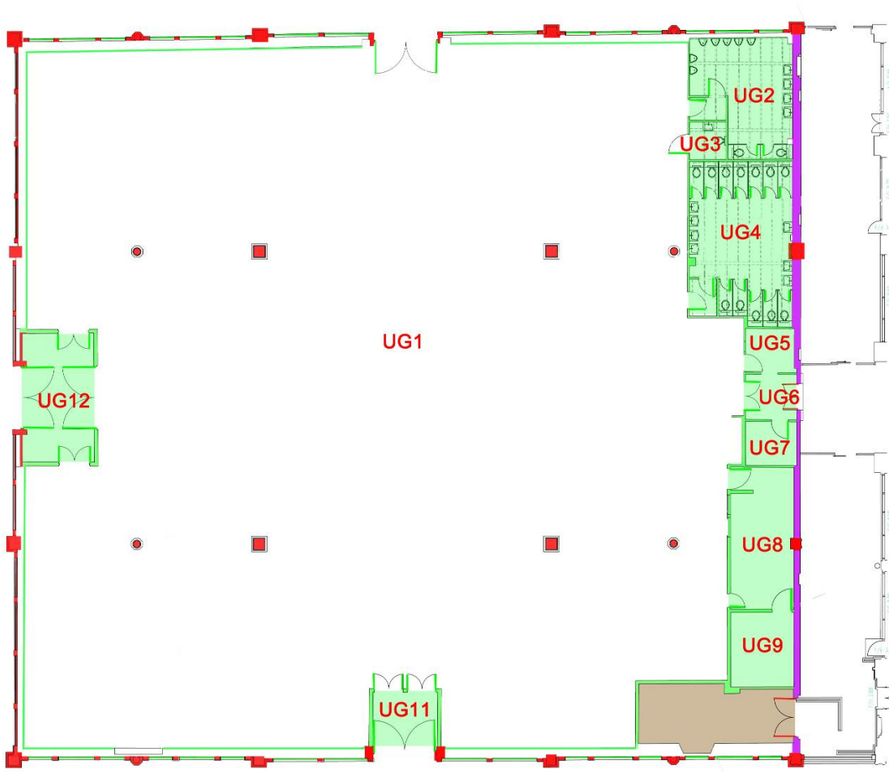


Figure 116: Significance plan of the ground floor level of Upper Campfield Market.

5.4 Contribution to the character & appearance of the Conservation Area

The Castlefield Conservation Area is the largest conservation area in Manchester. Its focus is the site of the former Roman fort which was situated to the south-west of the area. However, the subsequent remaining developments of the 18th century canal system, initial late-18th/early-19th century residential and railway infrastructure, and the landmark quality Campfield Markets characterise the area.

It will be clear that the Upper and Lower Campfield Markets are key buildings within the Castlefield Conservation Area, and form two landmark quality structures that reflect the importance of Manchester's commercial development and improvement during the 19th century.

5.5 Statement of Significance

The statement of significance provides further details and a summary of the Site's heritage interest. Reference should be made to the significance plans above.

The special architectural and historic interest of the Upper and Lower Campfield Markets are recognised by their Grade II Listed designations.

The Upper and Lower Campfield Markets are both positive contributors to the Castlefield Conservation Area.

The setting to the east of Lower Campfield Market (on Byrom Street), and the setting to the west of the Upper Campfield Market (on Barton Street) retains stone cobbled streets, which along with the modern stone flagged pavements around the perimeter of both buildings, allow for the special interest of the site to be understood and appreciated within this immediate context.

However, the modern, 1980s flats within the setting to the north of both buildings, and within the context of the 1960s Castlefield House between the two market buildings, detracts from the setting of both Grade II listed buildings.

The buildings yield **high historic interest** due to their association with the mid-19th century commercial development of Manchester and as a symbol of the civic architecture born out of the Victorian ideals of improvement. High historic interest is also yielded through the Lower Campfield Market's long and continued use as the City Exhibition Hall between the 1900s and the 1970s.

The external architectural expression of the buildings are largely unaltered and are of **high architectural and aesthetic interest.** Internally, the surviving 1870s cast and wrought iron structures are also of high architectural and aesthetic interest, whilst the 1980s additions are of **no interest**.

The Upper and Lower Campfield Markets are constructed on a former Roman camp, located in an area which has yielded a number of important archaeological finds in the past. Consequently, the two sites are considered likely to be of archaeological interest.

Areas/elements of **high significance** include:

- **The external elevations which remain largely unaltered, including cast and wrought iron structure, and cast iron railings (largely all original, and retaining original perimeter sliding gates). Including the surviving pair of original entrance gates to the west elevation of Upper Campfield Market, which are currently held back in position behind modern boarding.**
- **The form of the roof structure (the current roof external coverings are modern and of no heritage interest). Although the existing diagonal timber boarding to the underside of both market buildings dates to the 1980s, this follows the historic design.**
- **The internal cast iron columns**
- **The wrought iron tie beam roof trusses**

- **The double-height spatial quality of both buildings.**
- **The surviving open-plan form of both buildings.**

Areas/elements of **medium significance** include:

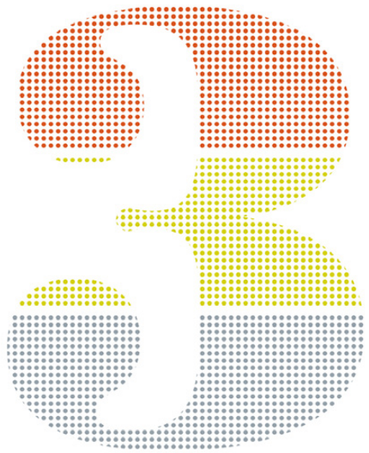
- **The pair of modern panelled external doors to the east elevation of the Upper Campfield Market, which use a historic design.**
- **The brickwork forming the east elevation of the Upper Campfield Market**

Areas/elements of **low significance** include:

- **The c1909 cast iron columns supporting the mezzanine level around the perimeter of the Lower Campfield Market. Possible component of the 1909 mezzanine may survive under modern coverings.**

Areas/elements of **no significance** include:

- **All modern corrugated sheeting around external perimeter of Upper Campfield Market (south and north elevations) including modern corrugated gates to north, south and west elevations.**
- **All modern brickwork walls and areas of glazing around external perimeter of Lower Campfield Market, including all external gates and doors.**
- **All roof coverings to both markets, including modern boarding, corrugated sheet, fibreglass panels etc. Note – The existing diagonal timber boarding to the underside of the market buildings follows the historic design.**
- **All internal room enclosures, fixtures and fittings to both buildings.**
- **Balustrading, handrails and newel posts to mezzanine level of Lower Campfield Market.**
- **All staircases to Lower Campfield Marlet.**
- **All flooring to both buildings.**
- **All lighting, plumbing and other M&E to both buildings.**



Section 03

The following sections contains Total's risk assessment and method statements for the soft strip works.

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RISK ASSESSMENT & METHOD STATEMENT

Document Ref:	TOTAL-1673
Version:	REV 2
Date:	29.04.2024
Subject:	LOWER CAMP FIELD
No. pages:	27

REVIEW:

Prepared by: A Corkery	Position: Projects Director	Date: 11.04.2024	Signature:
Reviewed by L Brash	Position: Managing Director	Date: 15.04.2024	Signature:
Client review:	Position:	Date:	Signature:

DOCUMENT RECORD:

Version	Date	Comments	Page No.
0	11.04.2024	First Draft for review – Soft Strip works	All
1	26/04/2024	More information on items being saved	
2	29/04/2024	Floor board removal	

Client:	Contractor:
amspec DESIGN · MANUFACTURE · CONSTRUCT · SUSTAIN	totalNS

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DEMOLITION / INTERNAL SOFT STRIP / ASBESTOS ABATEMENT / CONSULTANCY / DISMANTLING / COMMERCIAL / HEAVY INDUSTRIAL

SAFETY ALWAYS FOR EVERYONE

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1 KEY INFORMATION

1.1 Scope of Works

This document has been prepared to describe the safe methods, techniques and controls for the safe Demolition works. The works include but is not limited to the following.

- Site establishment & delivery of plant/equipment.
- Internal soft strip of structure.
- Removal of non-notifiable ACMs
- Demolition of structure.

1.2 Project Address

Works are to be carried out at:
Lower Campfield
Barton street
M3 4FP
The internal soft strip is located in the red box below.



1.3 Program

Commence on site: 22/04/2024
Working Hours: Mon – Fri: 07:30 - 1700

1.4 Supervision & Training

NAME	POSITION	EMAIL	MOBILE
Lee Brash	Managing Director	lee@total-demolitionservices.co.uk	07973 562444
Andrew Corkery	Projects Director	andrew@total-demolitionservices.co.uk	07702 357643
Harrison Quinn	Contracts Manager	Harrison@total-demolitionservices.co.uk	07561 104038
Bill Quinn	Demolition Engineer	Bill@total-demolitionservices.co.uk	07767 455555
`Michael Quinn	Business Manager	michael@total-demolitionservices.co.uk	07506 370518
Jorden Bailey	Site Manager	jordanb@total-demolitionservices.co.uk	07748637841

Personnel	Minimum Competency
1 x Supervisor/site manager	SSSTS, CCDO, first aid
5 x Demolition	CPCS, CCDO Demolition operatives

1.5 Plant & Equipment

ITEM	QUANTITY
Hand tools	Various
Power tools	Various
Aluminium scaffolding / Podiums	Various
Skips	Various
Excavator	Various
Attachments	Various

Please note: this list is not an exhaustive list. Plant, tools, and equipment will be provided at a frequency to deliver the works in a safe manner and in accordance with the agreed program of works. All equipment provided by Total will meet the requirements of PUWER & LOLER, as well as other relevant industry legislation. All plant and equipment will be maintained, serviced and pre-inspected prior to delivery, and any relevant certification will be provided. Daily inspection sheets will be completed by the trained plant operator and records be kept within the plant and the site office.

2 SITE SPECIFICS

2.1 Service Locations & Isolations

The buildings services will be isolated when the soft strip works begin all the operatives will view and sign a toolbox talk before cutting services. TD requires the isolation certs before any services can be cut.

2.2 Site Inductions & Briefings

All persons required to work on site will undergo a full client site induction delivered by the client representative. This will be followed by a Total RAMS toolbox talk and task briefing given by Total site supervisors.

All site staff competencies will be supplied to Client prior to arrival on site. On completion of the above, all site staff will sign any relevant documentation including this document to accept they understand the method, risks, and controls in order to complete the works safely.

At the start of each shift there will be a Total shift briefing in the site compound, this will be given by the Total supervisor. The Total task briefing sheet will be signed by all operatives to show understanding of the current risks on site. In some aspect of the works, it requires Out of Hrs. in this case Total will ensure that a qualified responsible SMSTS manager is on site to manage the works.

2.3 Welfare & First Arrangements

Amspec will supply welfare facilities during Total's time on site, which comply with the CDM 2015 Regulations. The site set up will includes a toilet block, canteen, drying room.

The Amspec manager and Total site manager are the appointed first aiders for the project. Other Total operatives who are first aid trained will be identified during the site induction. First aid supplies should be available for use within the site welfare facilities or Total site vans.

First Aider – Site Manager

2.4 Emergency Procedures

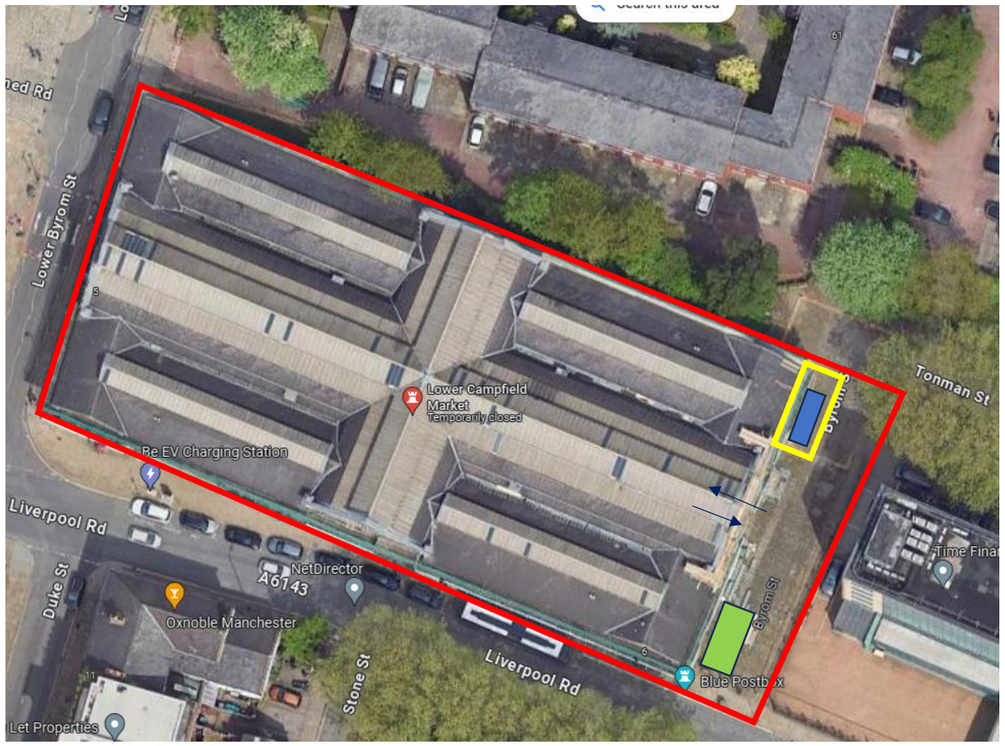
Total operatives are to abide by the site plan which clearly identifies the fire points, muster point, and first aid locations. A copy of the hospital route will be located within the site office and on notice boards within the welfare, this information will be provided to Total operatives during the site inductions before work commences.

In the unlikely event of an emergency within the Total work area then the following steps will be carried out.

- STOP - Call for help and move away from the work area to a safe point, if possible, to do so.
- Raise the alarm and contact your Total Supervisor, they will advise if further action is required.
- The Site Supervisor will establish contact with the Emergency Services on 999.
- If appropriate to do so guide the services to the point of the incident.
- Obey instructions from Site management and/or Emergency Services, if instructed to evacuate area do not stop to collect personal belongings.
- Report to Assembly point as stated within the fire/emergency plan and a role call will be conducted.
- by your Site Supervisor. Do not re-enter the emergency area until told it is safe to do so.

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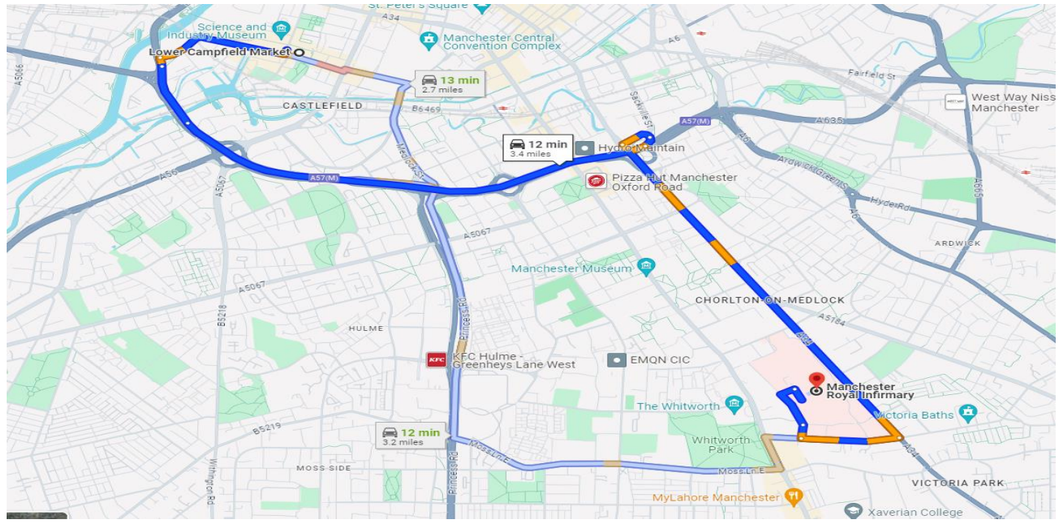
2.5 Site Plan



- SITE CABIN LOCATION
- SKIP LOCATION
- ACCESESS IN AND OUT OF THE BUILDING (WORK AREA)

2.6 Hospital Route

Manchester Royal Infirmary
Distance: 3.4 Miles
Time: 12 min
Open Times: 24 Hrs
Phone 0161 276 1234



2.7 PPE

☒	☒	☒	☒	☒	☐	☐	☐	☒

Standard mandatory PPE on site will be.

Orange Hi-Vis vest.
Safety helmet.
Safety boots with steel toe cap and mid sole protection as a minimum.
Task specific gloves.
Orange Hi-vis trousers.

Specialist activities.

Goggles/face shield.
Ear defenders.
P3 Half face respirator.

3 GENERAL CONDITIONS

3.1 COSHH Substances

COSHH assessments will be available in the site file for all substances on site as well as material safety data sheets. Any new materials encountered or purchased will have a COSHH assessment undertaken as soon as practically possible. Spill kits will be made available and maintained near oil storage and refueling areas. COSHH assessments relevant to this project are:

Identified Asbestos
Petrol.
Diesel
Engine oil

3.2 Traffic Management

Total site access will identify the most efficient and practical route which causes least impact on 3rd parties and the public vehicular and pedestrian traffic. Total will endeavor to deliver/remove plant and equipment outside peak times. Our aim is to minimize disruption to peak time traffic between:

08:00 – 09:00
16:00 – 17:00

During all plant/transport movements Total will always have plant vehicle marshals positioned in prominent locations around the site and site entrance to ensure the safety of 3rd parties.
Total will ensure that all drivers are inducted, and movements are organized in advance with the Total site supervisor. Total uses in-house capability for heavy plant movements utilizing our own low loader and drivers. All of our vehicles have trackers, so we know the exact location of any driver at any time.

Skips will be kept in a designated area this will be pre-approved prior to the skips being dropped on site client to confirm this location with Total. The skips will be fenced off and debris netting will be applied if needed. As the soft strip works progress the skip location could change if this happens the client and building manager will be informed. Vehicles and deliveries on site will be coordinated with Amspec management and the building management notice all involved (24hrs).

Total will plan all waste removal with our in-house operations department TDS envisage that a max number of 40yard skips on site at any one time will be 2 this is to keep the waste streams separated for recycling. The frequency of skip exchanges will be every 3 days. The type of vehicle used for this operation is a roll-on-roll skip wagon capable of carrying 20y skips and 40y skips.

When the skips are collected from site the skip wagons are fitted with sheets once the skips checks have been done – i.e., door locked, pins in place, no waste hanging over the sides wheels on the wagons are clear the driver will apply his dust sheet from the control panel on the side of the vehicle.

3.3 Waste Management

It is envisaged that the demolition works will produce mixed waste and rubber; Total's main objective is to segregate and sort the demolition arising to maximize recycling opportunities and minimize waste going to landfill. All waste which leaves site will be removed by Total, our waste carriers license will be issued to the clients site agent prior to the arrival on site. All waste which leaves the site will receive a duty of care waste transfer note by the Total site supervisor.

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name	Environment Agency
Address	National Customer Service Centre 99 Parkway Avenue Sheffield S9 4WF
Telephone number	03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier	Total Controlled Demolition Services Ltd
Registered as	An upper tier waste carrier and dealer
Registration number	CBDU238572
Address of place of business	RIVERSIDE HOUSE PARK ROAD STALYBRIDGE SK15 1TA
Telephone number	01615034560
Date of registration	7 April 2021
Expiry date of registration (unless revoked)	17 May 2024

Making changes to your registration

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.

3.4 Environment Considerations

- The works will be undertaken in a manner to reduce the environmental impact of the operations to an absolute minimum.
- All wastes removed will be separated into their recyclable counterpart to be further recycled off site in specialist waste facilities waste transfer notes will be given to the client for their duty of care.
- We do not anticipate on creating dust but if dust does occur it will be kept to a minimum by utilising dust suppression equipment i.e., hand spray water bottles.
- Noise will be kept to minimum by utilising the correct demolition equipment for the material/process that is being undertaken.
- Noise monitoring will be carried out by the site supervisor during any noisy activities, records of this will be kept within the site supervisors daily logs.
- All fuels will be delivered to site by order of the TDS manager

3.5 Asbestos

An asbestos survey has been carried out by the client, which indicate there is no ACM in the building if ACM are found works are to stop and the site manager informed. The area is not to be entered or worked in TDC will await the identification of the asbestos and work out the best method of removal if the client requires this.

4 METHOD OF WORKS

4.1 Site Establishment & Equipment Delivery

- All equipment that is delivered to site will be planned and organised in advance with the Total site supervisor and the client.
- Deliveries to site will be off Tonman street.
- All delivery drivers must abide by the site rules and follow any instructions given to him by site security and Total's traffic marshals on arrival, as well as information within the project traffic management plan.
- The traffic marshal will greet all new delivery vehicles at site entrance and direct the driver to the unloading/loading area within the site. All vehicle movements will be always under the control of a Total's traffic marshal.
- No reversing of plant and vehicles is permitted unless a trained banksman directing the manoeuvring is in attendance.
- All equipment must remain chained until it arrives at the unloading point.
- Once the vehicle has arrived at the unloading area the equipment will be unloaded from the vehicle.
- Area Establishment to undertake during any demolition activities.

4.2 Site setup

- The site will be secured by the client Total Controlled Demolition Ltd are not acting as principal contractor.

4.3 Demolition sequence

Sequence of works will be as follows.

- Internal soft strip of all rooms and buildings pre main demolition works.

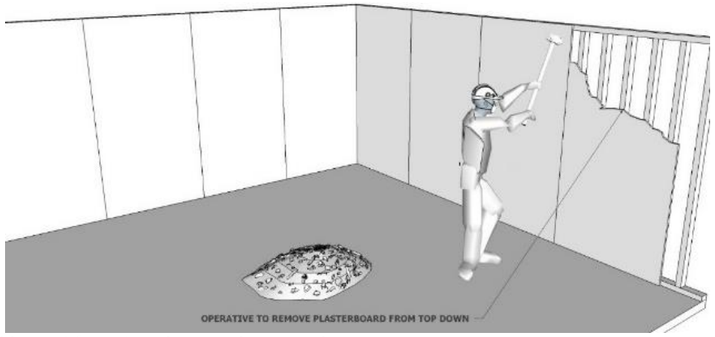
4.4 Pre-Start

- All new site staff have undergone a full site induction delivered by the client and Total supervisor.
- All operatives will also partake in a method statement briefing prior to commencing work, this will be delivered by Total site supervisor.
- All operatives must show that they understand the method statement fully and sign the acknowledgement sheet before leaving the briefing.
- Any changes to the local muster points, fire alarm and emergency call points shall be identified, and operatives made aware.
- Upon completion of the site inductions, Total supervisor and will undertake a walk around of the site.

4.5 General Internal strip out

Removal of non-load bearing partition walls

- Works will commence firstly on the top floor area the operatives will carefully remove all plaster board / stud walls.
- Operatives will use hand tools to remove the partition wall coverings to expose the internal steel/timber frames.



- Frames will be cut from top down using a recipe saw.
- All materials generated will be stockpiled into separate stockpiles to be removed.
- Upon removal of all partition walls within the area, operatives will erect the aluminium scaffolding to enable access to the ceilings.

Removal of Plaster Ceiling and associated frames.

- Access will be gained using specified access equipment.
- This may vary dependant on the client or the height requirements.
- Usual access means will be via a mobile scaffold tower which will be erected by a trained and competent person.
- The area will be swept clear of any loose debris upon the removal of the ceiling.
- Once all the ceiling has been removed operatives will commence the removal of any M&E services within the ceiling voids.
- This will be carried out using power tools and hand tools.
- Items which can be simply unbolted etc will be carried out using hand tools, other items which are more complexed will be cut using power tools to assist with programme.
- All materials will be sent down the drop chute and Lift and cleared from the floors into 40 yards skips.

Removal of the heating pipes.

- There are sections of heating pipe located around the ceiling area that needs to remove the client will have to isolate , drain , cap off if needed before TDC can remove the pipe.
- Trained optative's will work from a scaffolding positioned at the side of the piping that needs cutting using handheld tools (Recipe saws , spanners)
- The area will be set up and the scaffolding checked by the competent trainer operative and manger the banksman will be positioned outside the work area and is never to be under any pipe or items being cut at anytime

- Using the recip saw the operative will cut the pipe from the first hanger , strap allowing the first section to be free then coming down from the scaffolding they reposition to the next hanger and will cut half way through the pipe a second operative will now access the scaffolding and hold the pipe while the rest of the pipe is cut freeing this section the operative holding the pipi will now pass this down to the operative on the ground floor this will be placed to one side to be remove at a later date.
- The process will be repeated for the whole of the pipe work.

General removal of internal fixtures and fittings.

- General fixtures and fitting s include the following items.
- Skirtings
- Doors and frames
- Floor coverings
- Loose furnishings
- Decorative rails
- Operatives will use various hand tools to remove all fixtures and fittings.
- Skirtings will be removed by jamming the pry bar down the top of the skirting and prising the skirting free from the wall.



- The skirtings will then be stockpiled nail side down in a neat stockpile waiting for removal from the building.
- Doors and frame will be removed using a pry bar, the bar will be inserted into the door jam and prise the door from its hinges.

- The doors will be set aside into a stockpile with other timbers previously removed.



- The frame will be removed using the pry bar, firstly, operatives will remove the architrave and set aside, once the architrave has been removed the door frame can be removed from the void.
- Operatives will use a sledgehammer to breach the frame at the base.
- This will allow the frame to be carefully pulled away from the door void.
- If the frame has become wedged within the void operatives may be required to saw cut the frame in the centre of the uprights which will assist in freeing the frame free.
- All materials will be set aside in a stockpile ready for removal from the building.
- Floor coverings will be removed by hand, operatives will start in the corner of the room.
- A section of the coverings will be peeled free allowing operatives to pull the section to the centre of the room.



- Each corner will be peeled over in the exact same way folding the floor covering into a neat pile in the centre of the room.
- Operatives will then share the load if required to remove from the room into the stockpile area.
- Floor tiles , carpet, carpet tiles. Plywood will be removed using a floor tile mutt.



- Operatives will start in the corner of the room working from one side to the other removing the coverings in equal sections.
- The coverings will be either loaded into barrows/rubble bins or sacks ready for removal from the building.
- Loose furnishing will be removed from the building by hand, loads may require to assistance of another operative to share the load.
- If loads are too large to be removed whole, operatives will use hand tools to dismantle the furnishing into manageable sections and remove from the building. Waste materials will be stockpiled in their correct waste streams ready for removal from the building via the agree disposal routes.
- During the demolition soft strip phase a safe drop zone will be required to safely remove materials from the building.
- A Drop zone is usually used if the materials are being dropped from 1 or 2 floors and there is a large open area around the designated drop zone area, drop zones can also be used within a building where materials are being dropped internally through multiple floors.
- The setup of a drop zone is basically the same in either circumstance.
- The drop zone area will be constructed using block and mesh fencing.
- The fence line must be setup allowing plenty of room for materials dropping and also an area within for stockpiled materials.
- Drop zone areas may require the use of an excavator of skid steer machine to segregate materials as they have been sent down the drop zone.
- During this time of segregation, all dropping of materials will cease until the machines have completed their task and vacated the drop zone exclusion zone area.
- 2-way radios or voice will be used to co-ordinate the procedures.

- The floorboards are to be saved once the coverings are removed when and where possible the operatives will unscrew the boards, but they will most likely use a tool know as a pallet buster.
- Tool Specification Sheet: Pallet Buster .The Pallet Buster is a specialized tool designed for efficiently and safely disassembling wooden pallets and floorboards. It aids in the quick removal of nails and slats, allowing for the salvage and reuse of pallet wood or the efficient disposal of pallets and floorboards.
- The operative will position the Pallet Buster over the wooden joist position the prongs under the boards to be removed, ensuring that the forks are aligned with the gaps between the joist and apply downward pressure on the handle to engage the prongs with the nails.
- Lever the handle to pry the boards from the joist , using a rocking motion if necessary.
- Once the boards are removed are removed, the operative will work backwards and repeat the process for any remaining boards.
- The operative will create and opening while removing the boards ALL OPERTIVES WORKING ON THIS TASK MUST BE HARNESSED ON TO THE STEEL COLOUMS IN THE BUILDING WITH THE AID OF A FALL ARESST BLOCK AND THE MEWP IS TO BE UNDER THE WORK AREA MOVING AS THE BOARDS ARE REMOVE ALWAYS UNDER THE OPERTIVES. Daily inspections will be done on all equipment and issue weekly to the client along with toolbox talks and daily diary
- TDC have mentioned the use of a skid steer to help move the waste to the skip and an 8t machine with a grab to help load away the materials. The machines will rubber tracked and electric if possible if the machine can not be electric then a carbon filter fume extractor will be fitter to the machine (TDC are not responsible for any marks on the floor when using the machines on site we will do our up most to ensure no damaged or marks are done)
- Steel and column removal there will be a on site assessment once some investigation work has been completed and separate rams will be issued for this work.

4.6 Drop zoning.

- During the demolition soft strip phase a safe drop zone will be required to safely remove materials from the building.
- A Drop zone is usually used if the materials are being dropped from 1 or 2 floors and there is a large open area around the designated drop zone area, drop zones can also be used within a building where materials are being dropped internally through multiple floors.
- The drop zone area will be constructed using block and mesh fencing forming a physical barrier around the skips at least 3m from the skip – see example below.
- The fence line must be setup allowing plenty of room around the skips.
- Materials will be segregated and dropped into the correct skips ready for removal from site.
- All materials will be safely dropped into skips and operatives are to ensure not to throw the materials.
- No drop zoning should take place during high winds no one should enter the drop the zone when works are being carried out. The drop will be controlled by 1 x op on the ground at all times and the fencing will be locked at all times

- 2-way radios or voice will be used to co-ordinate the procedures if material has fallen from the skip



- (pic is an example of outside drop zoning)
- inside the drop zone area the ground banksman will stop the works and instruct the team to block off the window and vacate the room the fencing will be unlocked and the waste will be collected and put into the skip all the operatives will vacate the area and the fence will be locked the site manager will check the area and allow the team to re-open the drop zone area when the ground banksman gives the team the ok the drop zone works will continue

4.7 Decontamination procedure for unidentified asbestos.

- Decontamination procedure for non-licensed asbestos will be as follows.
- The Total Site Manager will establish a clean room. This room will be equipped with bags and 2 clean fresh soap water buckets with clean rags / sponges / and items alike.
- Before entering the operatives will clean their boots with water either from the hose pipe or spray bottle.
- Then 1 x operative will enter keeping on all their equipment PPE / RPE they will wash the exposed parts of their face.
- They will then unzip the suite starting from the hood the operatives will start to roll the suite up to the back of the head then remove their arms from the suite and continue to roll the suite down to the waist then to their knees the boots will be taken off and the legs will be removed and the rolling up will continue until the whole suite is removed the mask is to remain on at all times.
- The suits will now be put into a red asbestos waste bag then placed inside a clear asbestos bag and the waste will be sealed off using the swan neck method.
- The operative will now clean all the exposed body parts , behind the ears , arms , neck when they have cleaned the exposed parts of the body the boots will be cleaned again and finally the facemask will be cleaned and the straps careful pulling the strap off from the back of the head braking the seal it had on the face this area of the exposed face will be cleaned then slowly cleaning inside the mask and remove the final neck strap the mask will be put back in its bag / case and the operative will exit the room.
- The water will now be changed along with ragas and bags and the process repeated for any non-licensed asbestos works carried out by TDS.

4.8 Additional information / soft strip

This section is to read in conjunction with the rams already submitted . Lower is classed as a listed building TDC have briefed all operatives on the importance of carefully removing items /steels , posts , walls , spindles , timber flooring. The items below will be removed as follows

- Wall / partitions that are tight to windows or frames .



- Operatives will remove the shaded blue section (door frame) first using hand tools i.e. crowbars. They will carefully pry off the side sections with one operative inserting the bar while the other has their back to the widow supporting the section of the frame when it gets peeled off the operative will carefully place the section of frame into the ditching zone . the next section to be removed will be the shaded green section this will be removed working from a scaffolding tower and again inserting the bar into the top and pulling the bar towards themselves working against the timber frame carefully peeling the plasterboard off the operative will repeat the sequence until the frame is the operative will take extreme care around the shaded yellow section taking as much care to the windows as possible .

SAFETY ALWAYS FOR EVERYONE
totalM



- Steel removal the steels are fixed to a steel leg that is recessed in the wall the shaded yellow section shows how this is fixed the top steel is sitting on a plate that is attached to the leg the operative will clear any loose items , rubbish , from around the steels and asses the nuts we have assessed some already and they have deteriorated a lot and have rust the best method for this is to hot gut the bolts off only this will be done by positioning a set of forks either from a forklift truck or a skid steer with a fork attachment in the centre of the steel the operative will burn off the 2 nuts shown with the blue arrows the steel will sit in place and the operative will drive the mewp out of the way when the area is clear from the operative and the banksman says its ok to the steel will be lifted upwards and removed safely and placed one side . the plate that is remaining will be removed by a socket set if possible, but these might have to be cut off with a grinder or gas and oxy methods .using this method will ensure no damage is done to the remaining steel or wall .this process will be repeated for all bolted inspections and the remaining steels

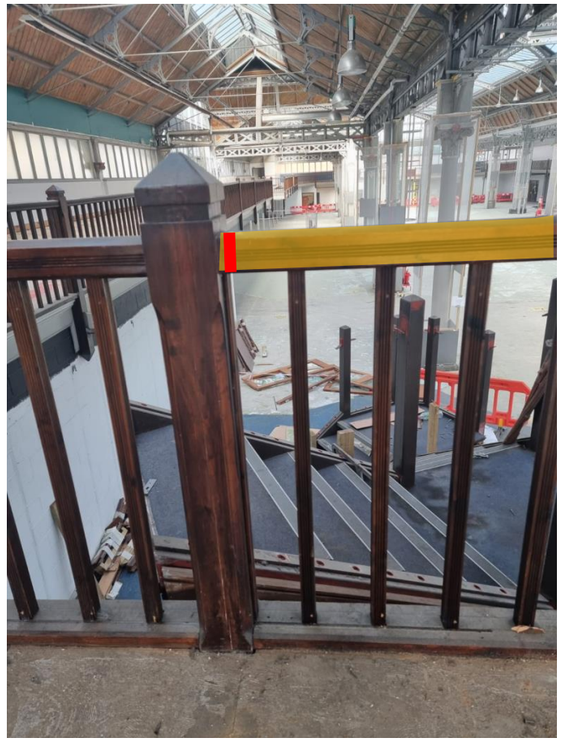


- The columns shown in the picture are to be saved approx. number is 20 these will be carefully removed using slings and machines on site using the method below
- Before any lifting is done the manager is ensure all equipment is in good working order and the correct equipment is only used for the task the manager is to control the lifting of the columns and a toolbox talk is to be done prior commencement.

- Position the sling around the column at a point where it can distribute the load evenly.
- Avoid placing the sling over any sharp edges or protrusions on the column that could cause damage to the sling.
- Secure the sling tightly around the column, ensuring that it is snug and properly positioned to prevent slipping during lifting.
- Lifting Procedure:
- Attach the lifting device to the sling , ensuring that all connections are secure.
- The base of the column will be cut flush to the floor using grinders the weight of the columns will be taken before its cut to ensure it does not fall.
- The column will slowly and steadily be lifted, using controlled movements to prevent swinging, or shifting of the load.
- Communicate clearly with the operator or lifting team to coordinate the lifting process and ensure everyone is aware of their roles and responsibilities.
- Lowering Safely:
- Once the column has been lifted to the desired height, carefully lower it to the ground using the same controlled movements employed during lifting.
- Monitor the descent of the column closely to ensure that it remains stable and does not shift or tip over.

- Once the column is safely on the ground, detach the sling from the lifting device and remove it from the column. These will the be placed in an area the client has agreed to and safely stored
- After the lifting process is complete, inspect the column and sling for any signs of damage or wear that may have occurred during lifting.
- If any damage is detected, repair or replace the sling as necessary before attempting any further lifts.

- The picture below shows the spindles that are to be safely removed these will also be saved for the client as requested the method of this will be done as follows



- The handrail is not to be saved this is shown in yellow on picture the operative will cut the rail close to the post show by the red solid line these cuts will be performed on each end of the handrail this will then be removed by carefully hitting each end upwards this will free up the spindles from the handrail allowing the spindles to be carefully lifted out by hand and store for the client. All the spindles that are to be saved will be removed this way until all the spindles are removed

- Floor removal the client has asked for floorboards to be saved these are a tongue and groove style board and all due care and attention will begiven in removing these boards but we anticipate damage to some edges please see the image below the shaded yellow area is to be saved on both sides of the mezz area . the method of removing the floor will be as follows



- Firstly, the mewp will be positioned under neath the floor between collum to collum the operative will identify where the steel is under and remove 2 boards from the top to create a opening the operative will then move to the ground and enter thew mewp .
- Working from the platform and using a tool know as the pallet buster the tool will be lodged into the board using the timber joist as leverage pulling the pallet buster down and popping the board from the joist carefully working in line with the joists and careful moving length ways with the board when one board is free the operatives will move onto the next board and repeat the process for all remaining boards carefully removing the boards for reuse.
- Please see image this is similar to the tool being used for the board lifting.



- Pallet buster tool .

RISK ASSESSMENT

Assessor:	A Corkery	**Issue:**	2
Site:	Lower Camp Field		
Activity:	Internal soft strip		
Job No.	1673	**Date**	29.04.2024

SPECIFIC RISK ASSESSMENT				**General**				
Task	Hazard	Potential Risks	Severity Rating	Likelihood of Occurrence	Rating before controls	People Affected	Control Measures	Residual Risk
Housekeeping	Tripping over loose objects on floors, stairs, and platforms being hit by falling objects slipping on greasy, wet, or dirty surfaces poorly stacked items or misplaced material cutting, puncturing, or tearing the skin of hands or other parts of the body on projecting nails, wire, or steel strapping	Environmental pollution, Risks of slips trips and falls, risk of injury, cuts, and abrasions	3	3	9 High	D,C,O	Ensure site including all walkways are kept clean, tidy, and clear of debris and materials always. Clean up any spills immediately and report to site supervisor. Make sure all hoses and cables are wrapped and stored in a safe location. Do not let litter and waste build up, dispose of all bags/rubbish into skips.	2 Low
Noisy Works	Machinery / equipment / operations creating excessive noise levels	Possible damage of hearing due to excessive noise exposure.	3	3	9 High	D,C,O	Wear suitable ear defenders / plugs if the works exceeds 85db. Use tools with lower noise levels where possible. Install noise exclusion zones if possible. Observe any Safety warning signs. Any activities which are deemed noisy to any be carried out during the hours of 9am – 5pm.	2 Low

Working around another contractors / public	Lack of communication. Sharing areas of work with other operations that may affect one another. No segregation between demolition work and others likely to be affected.	Injury to unauthorised people entering demolition & asbestos areas	3	2	6 Med	E	Site security All operatives to sign in and off site. Adequate barriers and signage in place always to identify and segregate working areas. If there is a gate for entering and exiting vehicles to site a gate man deployed to police, the gate. Make everyone on site aware of no entry areas before work commences	2 Low
Various hand tools	Damaged tools improper use of equipment cuts and lacerations lack of experience and supervision. Nosie	Fire, Electric shock objects hitting eyes , havs	3	2	6 Med	E	Due to the nature of the job various hand tools will be used on site. These tools will be signed out by the site manager and daily checks on the cables and tools will be done before use. All the tools have an element t of vibrating to it the site manager will assess with operatives and record the haves daily and this will be kept on site. Any tools that get damaged or are not working correctly will be identified as defective and remove from site this will also be documented. The supervisor is to ensure that tool is being used and stored correctly. Safety glasses and ear defenders are to be always worn while operating the tools. Nosie reading will be taken to ensure the areas do not exceed 85db if this happens the work and risks will be assessed	2 Low
Working at height	Operatives falling from platform / tools falling from platform small scaffolding collapse. Non worker is the area.	Operative death, or serious injury tools falling to non-workers entering the work zone incorrect erection of the tower.	3	2	6 Med	E	All working at height will be avoided if possible. However, in some cases this will need to be done. All working at height will be carried out responsible and trained personnel the area is to be controlled by and banksman and free from any debris. Only trained operatives are to erect scaffolding. Toe boards must be on the plat form one tool at time on the plat form. Area controlled by a banksman. Exclusion to be set up around scaffolding towers and podiums. Scaffolding tag and checks to be daily before use and weekly for inspections. This will be documented on site.	1 Low
Manual handling	Wrong technique for lifting. Load too heavy to be l lifted by manual means.	Muscular and skeletal injury to back, arm and body.	3	3	9 High	D	Wherever possible use mechanical aids, if not possible seek assistance or work in teams making sure everyone involved understands the task. Always use the correct lifting technique Before the task is started make sure that the pathway and landing zone is clear and clutter free	2 Low

Access & Egress	Unplanned access and egress during site set up. Build-up of waste / materials in areas of access / egress. Inadequate information or communication.	Obstructions of pedestrian routes/assigned emergency routes. Presence of demolition arising. Plant movement. Presence of excavations, pits, voids. Access by third parties. Inadequate lighting. Hazardous substances. Trailing cables.	3	1	3 Low	E	Authorised visitors to be site inducted & complete visitors register and be escorted by site management. Exclusion zone around the project to be secure with safety signs placed in prominent positions. Good housekeeping to be maintained with trailing cables protected. Provision should be made for temporary lighting. Pedestrian route to be clearly segregated from vehicle/plant routes. Excavations to be fenced. Good storage of materials, waste, flammable substances & hazardous substances. Vehicle warning systems e.g., amber beacon, horn along with a banksman in attendance. Fire points to be placed at prominent positions. Site maps showing emergency information to be displayed in various accessible locations around the site	1 Low
Working on uneven floors or poor ground conditions	Unidentified areas of uneven or poor ground conditions.	Slips, trips, and falls on the same level. Collapse of underground voids or excavations. Access & Egress & poor lighting.	2	2	4 Med	E	Good housekeeping to be maintained with pedestrian routes always kept clear. Installation and maintenance of good lighting if works are carried out during nights. Provision and use of PPE. Any major changes in level to be identified and clearly marked, if not possible to do fencing shall be put up to make area safe	2 Low
Line of Fire	Fingers trapped without suitable gloves or PPE.	Trapping of various body parts (Mainly hands/fingers) or clothing between materials either moving or fixed, causing possible Brakes, cuts, fractures, grazes.	1	2	2 Low	D	Identify pinch-point risks and the correct controls for these before the start of undertaking the task. Use handles when opening doors. Keep hands/fingers out of "line of fire." Verify that guards are in place and used on equipment that requires guarding. Apply lock-out, tag-out procedure for energy isolation before working on the internals of any machine. Never remove equipment safety devices. Ensure that the correct gloves are worn where there is a risk of trapping hand/fingers. Never place yourself or any part of your body in a potential pinch point area unless protective measures are in place for such activity. When reaching in to operate a control or reaching for an object, consider where your body parts are located. If it is within a pinch point, identify an alternative position or make sure all movable parts are fixed in place.	1 Low

							Refrain from wearing loose fitting clothing while undertaking tasks where the risk of trapping is present. Choose correct tools for the tasks and review any operator manuals, pinch point hazards may also be identified in these documents.	
First Aid Provision	Incorrect provisions within first-aid supply's	Sprains, strains, lacerations. Burns. Serious bodily harm.	1	2	2 Low	E	All projects must have in place emergency procedures with the names of the first aiders posted on site notice boards along with details of the nearest A&E. The first aid box must be kept well stocked and inspected weekly with the first aid checklist completed to ensure supplies remain adequate. First aiders must not give medicine to anyone. It should be noted that completion of the accident book does not meet the company's obligation to report specific accidents and dangerous occurrences to the HSE, and report to Health and Safety Consultant	1 Low
Protruding objects	Unidentified objects producing dangerously in and about the workplace.	Injury to head and body	3	2	6 Med	D	Be alert. Observe signs. Wear hardhat and safety glasses Take care undergoing any tasks where there is a risk of unidentified protruding objects	2 Low
Crushing operation using mobile crusher	Undertaking crushing operations without adequate controls PPE etc. Inadequate placement of crusher (unstable ground). Untrained personnel loading or operating the crusher. No exclusion zone around the crusher	Manual handling of rebar & foreign objects. Entanglement, shearing, puncture wound, crushing, working at height, slips, trips, and falls on the working platform, weather, impact from moving object, noise, dust vibration	5	4	20 High	D	Crusher to be so positioned to allow safe access to and egress from the crusher for operatives. Access steps to the working platform must be clean and free from dirt and debris to allow safe access and egress. The Crushing plant checklist must be completed before any works commence. Avoid manual-handling operations as far as is reasonably practicable. All moving parts of the crusher to be guarded (pre-start check), All guard rails, toe boards to remain in place at all times on the gangway. Only trained competent persons to operate the crusher. Works to cease in extreme weather e.g. driving rain, snow, ice, cold, high winds. The manufacturer's procedure for clearing blockages must be adhered to; this must also include the stopping of the machine and isolation of the power supply. PPE & RPE to be worn i.e. gloves, safety goggles to BS EN 166-B glasses, safety boots, high visibility clothing, hard hat, work overalls, P3 orinasal masks and hearing protection. Dust suppression to be used if required.	2 Low

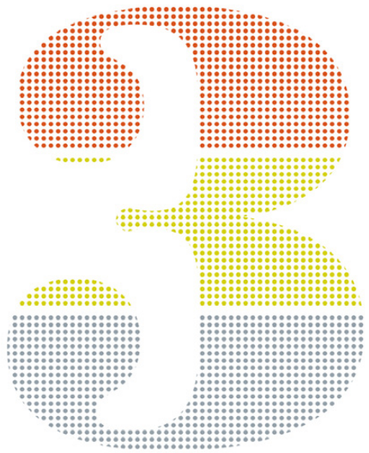
Use of Hand - held Power Tools	Wrong choice of tools used for the task. Tools not maintained. Lack of knowledge of the tools being used.	Entanglement, hand –arm vibration, eye hazard form flying particles, noise, dust. Explosion when used near flammable liquids or gases, electrocution.	2	2	4 Low	D	Whip leads to be used on pneumatic hoses, rotation of task (to minimise exposure to vibrating tools). Provision and use of PPE & RPE. Protect trailing cables. 110-volt tools to be used and must have been tested for electrical safety (PAT). Good housekeeping to be adopted along with good lighting. HAVs to be recorded in line with the manufacture's guidelines. Fire extinguisher to be at hand. Tools to be checked and recorded prior to use. Only use the correct hand tool to carry out the works in a safe manor.	2 Low
Segregation and disposal of general waste materials	Lack of awareness of different types of waste / materials. Mixing of hazardous and non-hazardous materials.	Injury to persons Damage to the environment	3	2	6 Med	E	All operatives will always wear correct PPE. Waste materials to be properly managed. Refer to MSDS sheets and COSHH assessments. All operatives to wash before eating, drinking, or smoking.	1 Low
Handling of Man/Machine Made Mineral Fibres (MMMF) e.g., glass wool, rock wool.	Handling of Man/Machine Made Mineral Fibres (MMMF) without the use of adequate PPE / RPE. Disturbance of MMMF's exposing workers or public to airborne fibres.	Irritation to skin or respiratory dangers	3	3	9 High	D	Adequate RPE (P3 respirators) Adequate coveralls to be worn. Loose minerals to be bagged. Use of barrier cream Signage Adequate exclusion zone to isolate the working area	3 Low
Removal of Asbestos Containing Materials (ACM' s)	Removal of Asbestos Containing Materials with adequate controls in place.	Causing illness to operatives and potential death	2	2	4 Med	D,C,O	Before work commences ensure that an adequate asbestos survey has been undertaken and proof is provided. Areas containing ACMS to be identified and removed prior or during soft strip.	3 Low

	Suitable and checked RPE used during removals of ACMs.						All operatives involved in the task will have asbestos awareness training and CAT B. All operatives involved in the task must wear the correct RPE/PPE when undertaking activities inside the building. Work should be planned and communicated to ensure areas containing asbestos are identified and protected or removed prior to soft strip or demolition. All ACMs to be double bagged and sealed.	
Removal of glass	Attempting to remove damaged glass.	Cuts and injuries to all body parts (mainly hands)	4	5	20 High	D	Use mechanical methods wherever possible Always use two persons to remove panels Whenever handling glazing correct PPE should be worn at all times Method statements to be followed Tape up old glazing when undertaking manual removal	2 Low
Falling objects	Unstable loads stacked on site. Working above other workers without adequate protection in place.	Physical injury to head and body Possible chemical splashes and burns	2	3	6 Low	D,C,O	Do not enter barrier areas without permission Always keep tools and equipment on scaffold secure and keep platforms tidy of any surplice materials Never walk under any item/equipment being lifted Fit kick boards to scaffolds Always observe warning signs	2 Low
Demolition	Premature collapse of structure being demolished	Serious injury, explosion, fire, crushing & possible death.	3	4	12 Med	D	Pre-demolition survey, detailed risk assessment. Establish load-bearing capacity of floors for plant. Information, instruction, training & supervision. Competent & trained workforce. Demolition to follow a methodical sequence as per method statement.	2 Low
Stripping timber frames and panels	Protruding nails. Unidentified presence of broken glass	Puncture wounds from nails, splinters etc.	3	5	15 Med	D	Stick to method statements Correct PPE (overalls) Puncture resistant gloves Any visible protruding nails to be identified, removed, protected, or folded over No sharp tools to be carried in pockets	1 Low
Soft Stripping	Soft Stripping	Sprains, strains, back injury & WRULD. Cuts & lacerations, electric shock/burns. Respiratory disease. Tinnitus & pinch point injuries	5	5	25 High	D	Access to working area to be restricted. Use suitable tools for the task. All materials to be cleared away as soon as possible. Good housekeeping is important to maintain a safe working area. PPE & RPE to be issued and used i.e. hard hat, high visibility clothing, safety boots, overalls, gloves, safety glasses, P3 disposable respirator and hearing protection where required.	2 Low

							Access platforms to be used when stripping ceilings and non-structural items above head height.	
Working near services	Working without proper checks being made to identify the location of services within the area	Fire, explosion, flooding, electrocution, pollution	3	2	6 Med	D C O	Certificates of disconnection and isolation to be obtained from the client/ service provider prior to works commencing. (Permit to work system to be implemented). Area to be scanned prior to works commencing and all identified services highlighted to workers. Where services are identified care should be taken as the CAT will only identify the location of services not the number of services.	1 Low
Collection of waste and scrap skips	Lack of supervision or communication during collection of skips. Exclusion zone mot set around the operation to eliminate the presence of unauthorised personnel / public.	Crush injury, head, and upper body injury. Collision with structures on the site, pedestrians, or other site vehicles. Objects falling from vehicle.	3	2	4 Med	D	Supervision of vehicle manoeuvres. Reversing alarms, high visibility clothing worn by those in the work area, trained and competent drivers, visible banksman, mirrors to be kept clean, driver to move from cab before vehicle is being loaded. Park on good even ground. Site traffic management, (separation of pedestrians and vehicles one-way system, speed limit on site) to be implemented. Skips not to be overloaded. PPE to be worn	1 Low

Residual Risk Rating = Likelihood of Occurrence x Severity of Hazard **High = 7-9** **Medium = 4-6** **Low =0-3**

Likelihood of Occurrence **Low (1) May occur in time. However, hazard exists infrequently, or hazardous event occurs very infrequently. Low expectation of occurrence.** **Medium (2) Likely to occur in time. Hazard exists intermittently, or hazardous event occurs occasionally. It may be useful to define by exclusion, {i.e., clearly not' High' or 'Low' may be the most practical approach}.** **High (3) Likely to occur imminently or in the very short term. Hazard exists permanently, or hazardous event occurs frequently, or much evidence of previous harm.**	Severity of Hazard Low (1) Hazard resulting in minor injury requiring first aid treatment only. Minor consequential loss potential to both individual and organisation. Medium (2) Hazard capable of resulting in personal injury/illness requiring brief absence from work. Medical attention required. But ... Again, defining by exclusion, i.e., it simply is not obviously 'High' or 'Low'. High (3) Hazard capable of resulting in death, severe injury, or illness. Major consequential loss potential to the individual and organisation.
People Affected Key: D- Demolition Operatives. C – Client O – Other workers P- The Public E - Everyone	HAZARDS ARE NUMEROUS, AND CAN BE EVERYWHERE THE KEY IS TO REMEMBER YOUR TRAINING. TAKE NOTE DURING SITE INDUCTIONS BE EVER VIGILANT AND WATCHFUL, DON'T TAKE CHANCES, IF YOU ARE NOT SURE ASK. REPORT ALL NEAR MISSES NEXT TIME IT COULD BE AN ACCIDENT.



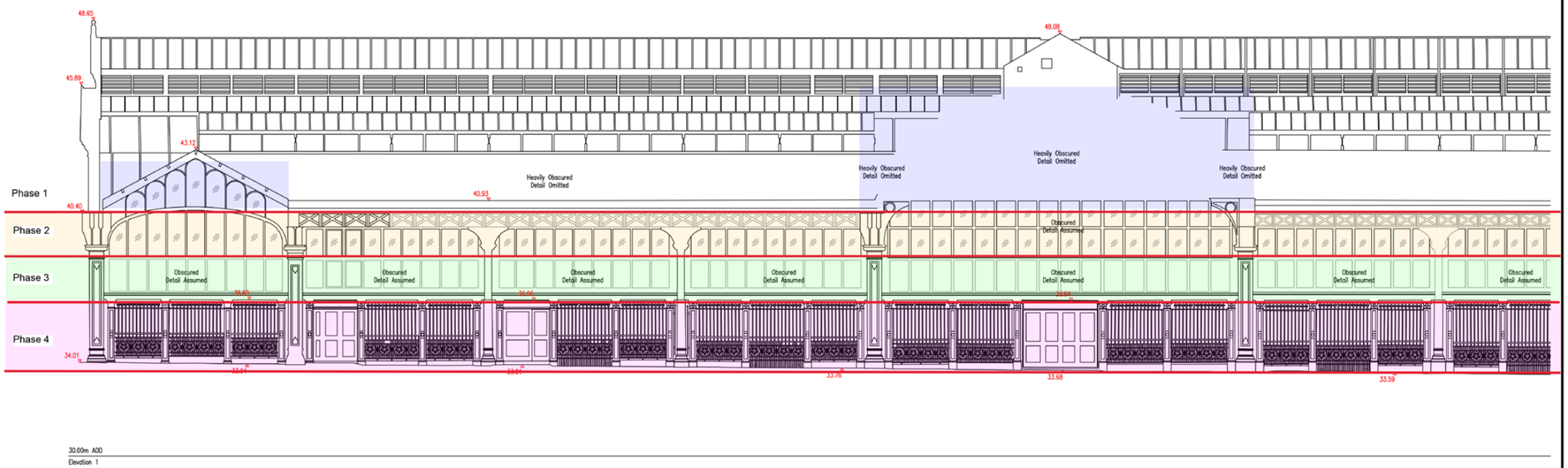
Section 04-06

The following sections contains NB Olivers plan to highlighting internal repairs. Followed by NSS marked elevations to show external works followed by their risk assessment and method statement for the works highlighted.

Lower Campfield



Tonman st

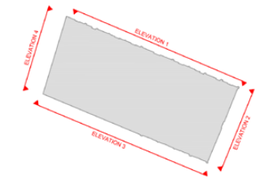


30.00m AOD

Elevation 1

NOTES

REFERENCE DIAGRAM



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CA - CABLE	IR - IRON RAILING	SC - SPEED CAMERA
CB - CONTROL BOX	JB - JUNCTION BOX	SD - SATELLITE DISH
CC - CLOSE CIRCUIT TV	LA - LADDER	SG - SIGNAL
CP - CAP	LB - LETTER BIN	SI - SIGN
CT - CLOSE CIRCUIT TV POLE	LC - LIGHTING COLUMN	SS - SECURITY SENSOR
DP - DOWN PIPE	LI - LIGHT	SW - SWITCHGEAR
DR - DRAIN	LP - LAMP POST	TA - TAP
DU - DUCT	LS - LIGHTNING STRIP	TM - TICKET MACHINE
EL - ELECTRIC	MO - MONUMENT	TP - TELEGRAPH POLE
EP - ELECTRICITY POLE	NP - NAME PLATE	VE - VENT
FB - FLOWER BED	PB - PILLAR BOX	WA - WATER PIPE
FL - FLOODLIGHT	PI - PIPE	WM - WATER METER
		WP - WASTE PIPE

SYMBOLS

40.55 LEVEL

WINDOW GLAZING

NOTE

The building was heavily scaffolded during the time of the survey. Assumptions have been made in these areas based on surrounding visible detail and similar patterns visible on the Upper Campfield building

KEY:

Phase1:

Phase 2:

Phase 3:

Phase 4:

Structural Repair:

Rev	Date	Drawn	Description	Chk'd	App'd

NATIONWIDE SPECIALIST SERVICES

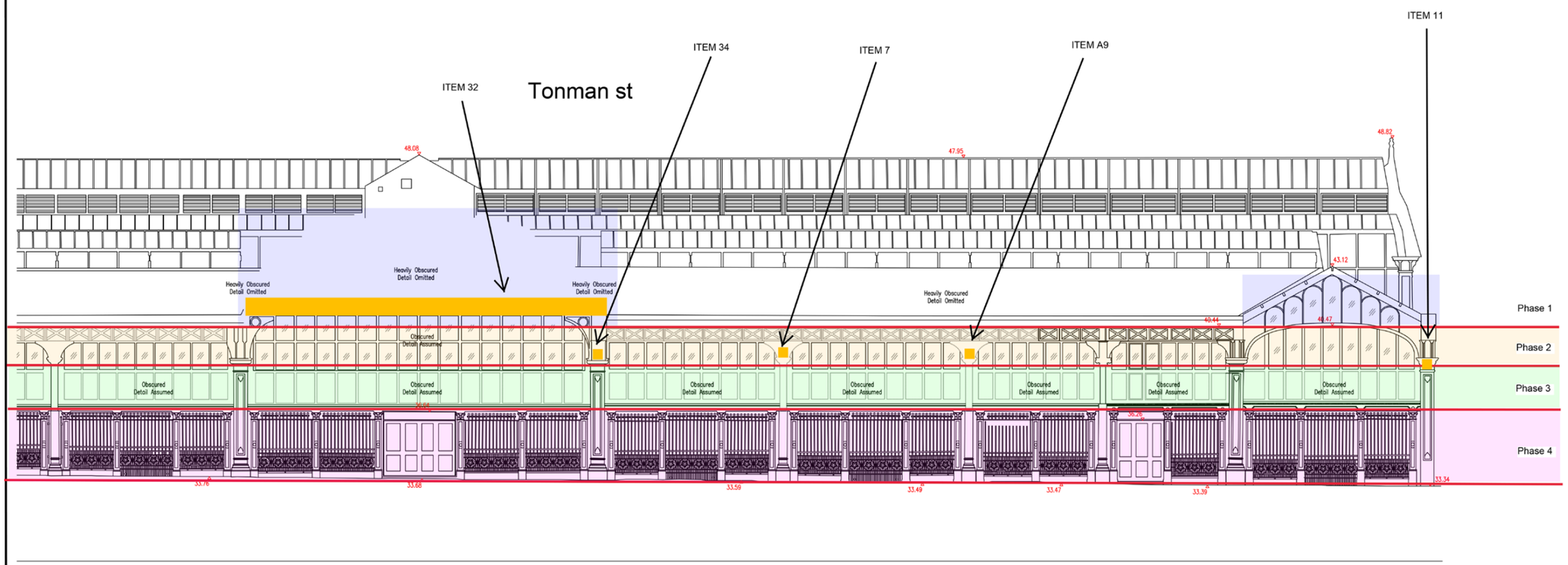
Client

Title

LOWER CAMPFIELD
MARKET HALL
M3 4NN

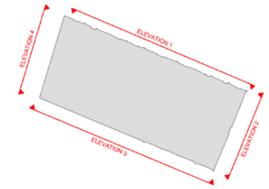
ELEVATION 1
SHEET 1 OF 2

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Drawing No: 11567 / 006 / 1				Rev: 0	



NOTES

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BO - BOLLARD	HR - HANDRAIL	RWP - RAINWATER PIPE
CA - CAT	IR - IRON RAILING	SC - SPEED CAMERA
CB - CONTROL BOX	JB - JUNCTION BOX	SD - SATELLITE DISH
CC - CLOSE CIRCUIT TV	LA - LAMP	SG - SIGNAL
CO - COLUMN	LB - LITTER BIN	SI - SIGN
CT - CLOSE CIRCUIT TV POLE	LC - LIGHTING COLUMN	SS - SECURITY SENSOR
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DU - DUCT	LS - LIGHTNING STRIP	TM - TICKET MACHINE
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		WP - WASTE PIPE

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Rev	Date	Drawn	Description	Ch'k'd	App'd

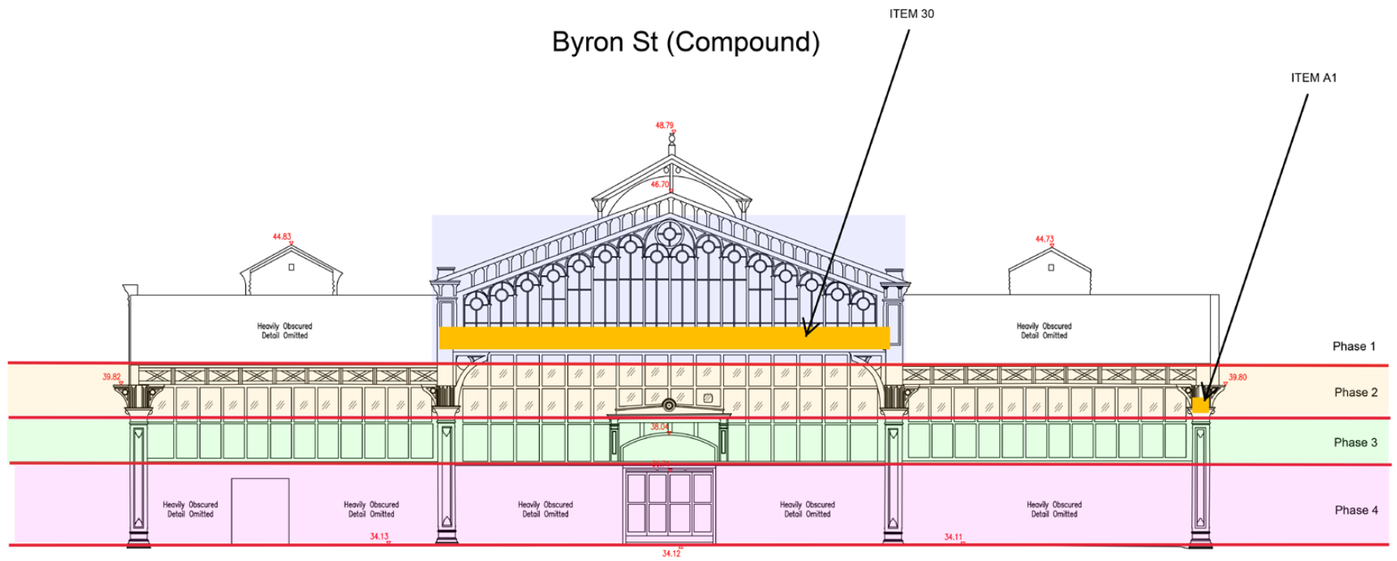
nss NATIONWIDE SPECIALIST SERVICES

Client

Title
LOWER CAMPFIELD
MARKET HALL
M3 4NN

ELEVATION 1
SHEET 2 OF 2

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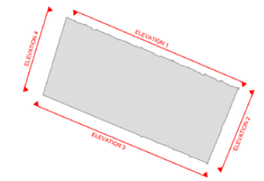


30.00m AOD

Elevation 2

NOTES

REFERENCE DIAGRAM



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BL - BASEMENT LIGHT	GV - GAS VALVE	RS - ROAD SIGN
BO - BOLLARD	HR - HANDRAIL	RWP - RAINWATER PIPE
CA - CABLE	IR - IRON RAILING	SC - SPEED CAMERA
CB - CONTROL BOX	JB - JUNCTION BOX	SD - SATELLITE DISH
CC - CLOSE CIRCUIT TV	LA - LADDER	SG - SIGNAL
CH - CHIMNEY	LB - LETTER BIN	SL - STREET LIGHT
CT - CLOSE CIRCUIT TV POLE	LC - LIGHTING COLUMN	SS - SECURITY SENSOR
DP - DOWN PIPE	LI - LIGHT	SW - SWITCHGEAR
DR - DRAIN	LP - LAMP POST	TA - TAP
DU - DUCT	LS - LIGHTNING STRIP	TM - TICKET MACHINE
EL - ELECTRIC	MO - MONUMENT	TP - TELEGRAPH POLE
EP - ELECTRICITY POLE	NP - NAME PLATE	VE - VENT
FB - FLOWER BKT	PB - PILLAR BOX	VP - VENT PIPE
FL - FLOODLIGHT	PI - PIPE	WM - WATER METER
		WP - WASTE PIPE

KEY:

Phase1:

Phase 2:

Phase 3:

Phase 4:

Structural Repair:

Rev	Date	Drawn	Description	Chk'd	App'd

NATIONWIDE SPECIALIST SERVICES

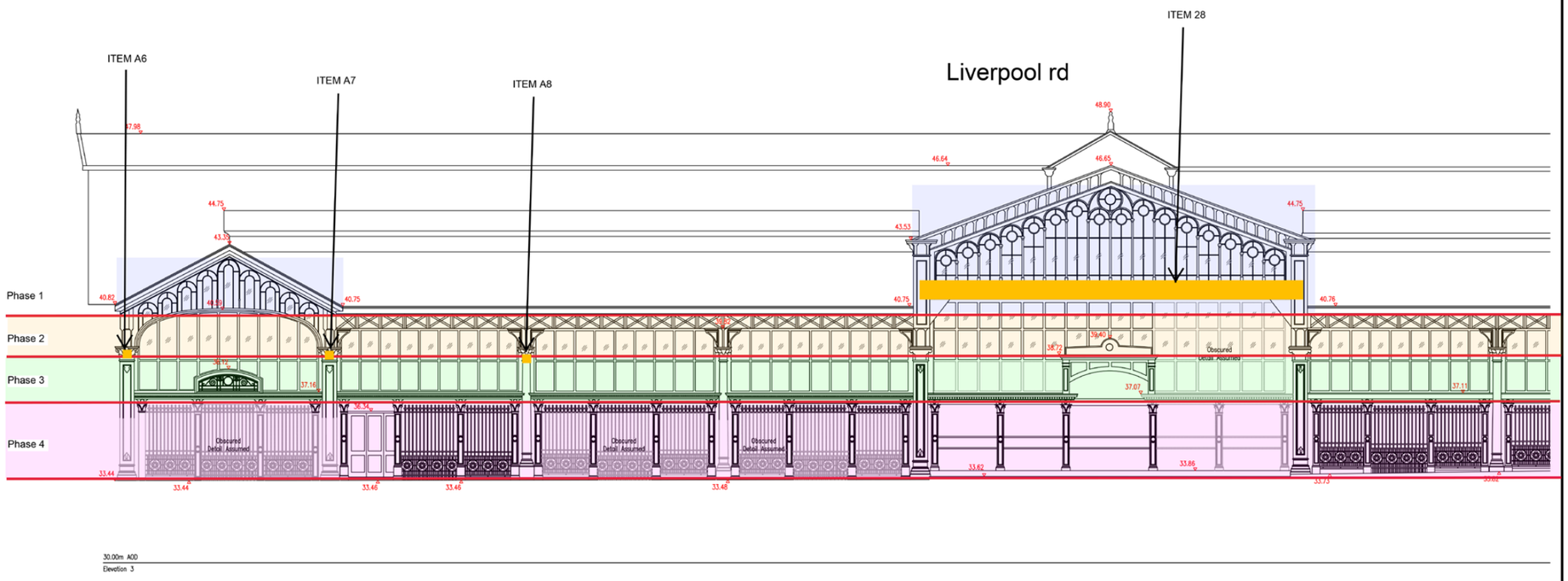
Client

Title

LOWER CAMPFIELD
MARKET HALL
M3 4NN

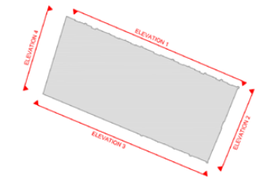
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SHEET 1 OF 1

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Drawing No: 11567 / 006 / 3				Rev: 0



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CB	CONTROL BOX	JB	JUNCTION BOX	SC	SPEED CAMERA
CC	CLOSE CIRCUIT TV	LA	LADDER	SD	SATELITTE DISH
CP	CAR PARK	LB	LETTER BIN	SG	SIGNAL
CT	CLOSE CIRCUIT TV POLE	LC	LIGHTING COLUMN	SS	SECURITY SENSOR
DP	DOWN PIPE	LI	LIGHT	SW	SWITCHGEAR
DR	DRAIN	LP	LAMP POST	TA	TAP
DU	DUCT	LS	LIGHTNING STRIP	TM	TICKET MACHINE
EL	ELECTRIC	MO	MONUMENT	TP	TELEGRAPH POLE
EP	ELECTRICITY POLE	NP	NAME PLATE	VE	VENT
FB	FLOWER BNT	PB	POSTAL BOX	VP	VENT PIPE
FL	FLOODLIGHT	PI	PIPE	WM	WATER METER
				WP	WASTE PIPE

KEY:

Phase1:

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Phase 3:

Phase 4:

Structural Repair:

Rev	Date	Drawn	Description	Ckk'd	App'd

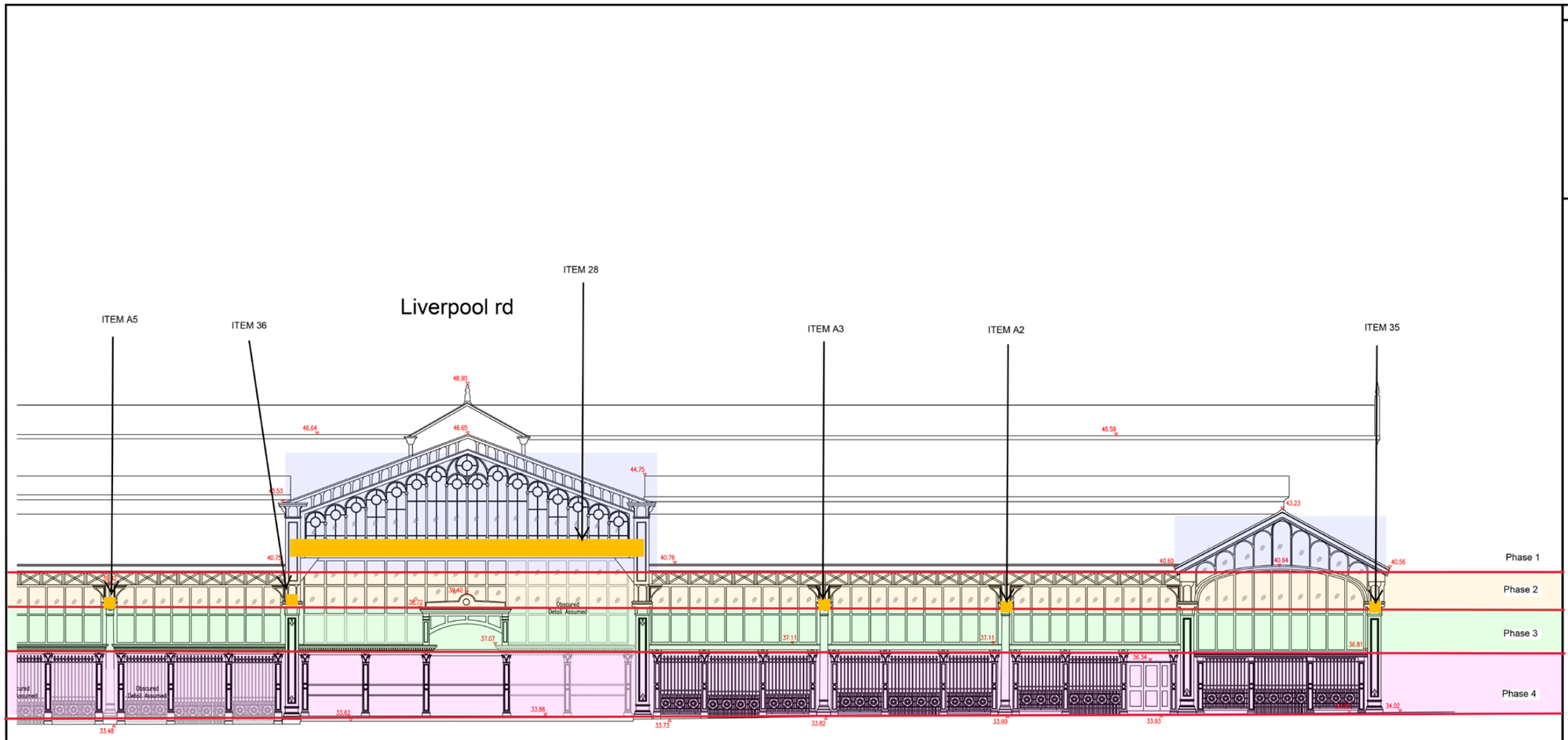
NATIONWIDE SPECIALIST SERVICES

Client

Title
LOWER CAMPFIELD
MARKET HALL
M3 4NN

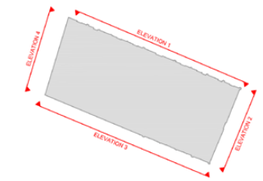
ELEVATION 3
SHEET 1 OF 2

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CB - CONTROL BOX	JB - JUNCTION BOX	SD - SATELLITE DISH
CC - CLOSE CIRCUIT TV	LA - LADDER	SG - SIGNAL
CL - CILL	LB - LETTER BIN	SP - SPRINKLER
CT - CLOSE CIRCUIT TV POLE	LC - LIGHTING COLUMN	SS - SECURITY SENSOR
DP - DOWN PIPE	LI - LIGHT	SW - SWITCHGEAR
DR - DRAIN	LP - LAMP POST	TA - TAP
DU - DUCT	LS - LIGHTNING STRIP	TM - TICKET MACHINE
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EP - ELECTRICITY POLE	NP - NAME PLATE	VE - VENT
FB - FLOWER BNT	PB - POSTAL BOX	VP - VENT PIPE
FL - FLOODLIGHT	PI - PIPE	WM - WATER METER
		WP - WASTE PIPE

KEY:

Phase1:

Phase 2:

Phase 3:

Phase 4:

Structural Repair:

Rev	Date	Drawn	Description	Ckk'd	App'd

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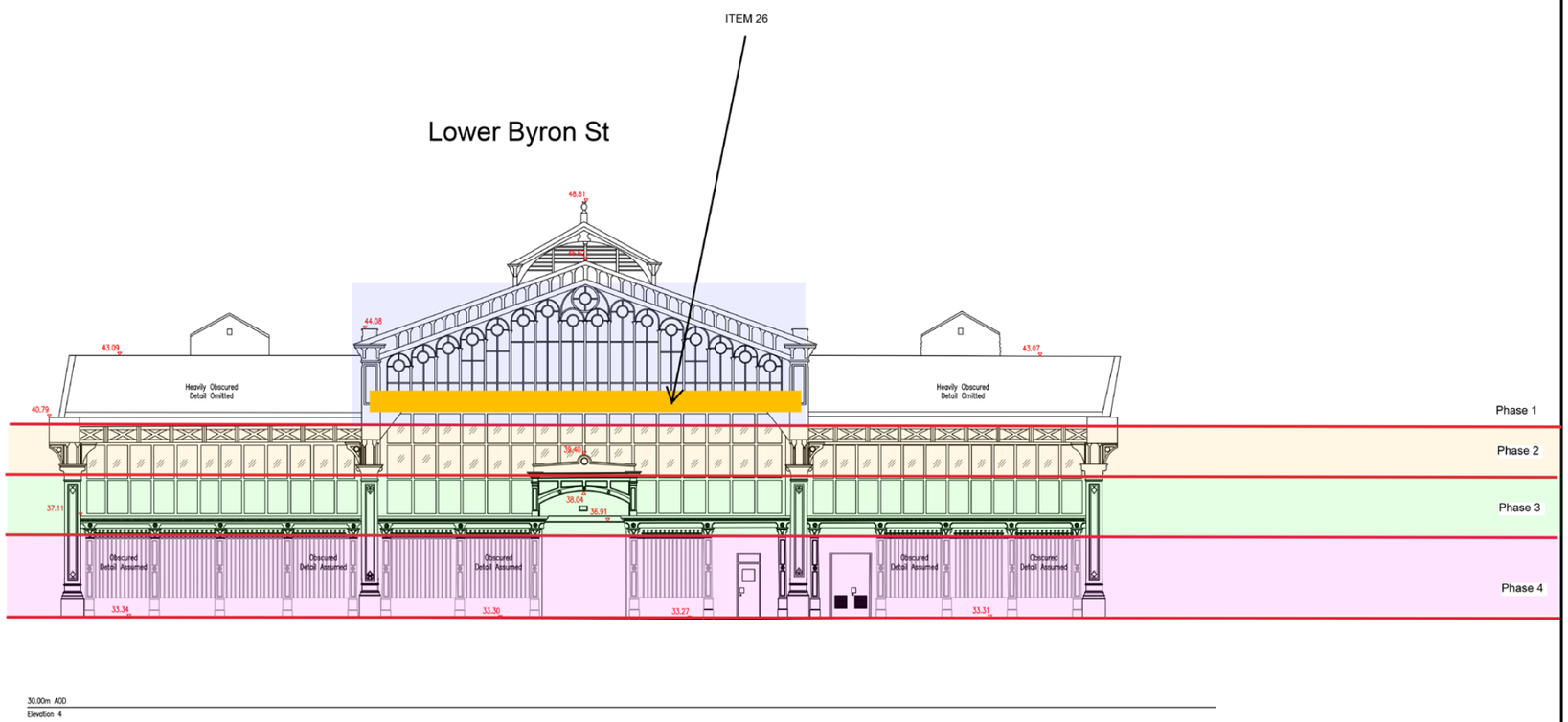
Client

Title

LOWER CAMPFIELD
MARKET HALL
M3 4NN

ELEVATION 3
SHEET 2 OF 2

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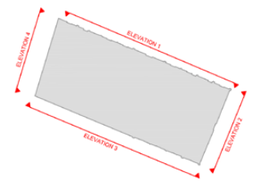


30.00m AOD

Elevation 4

NOTES

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AV	AIR VALVE	GP	GATE POST	PO	POST
BL	BASEMENT LIGHT	GV	GAS VALVE	RS	ROAD SIGN
BO	BOLLARD	HR	HANDRAIL	RWP	RAINWATER PIPE
CA	CABLE	IR	IRON RAILING	SC	SPEED CAMERA
CB	CONTROL BOX	JB	JUNCTION BOX	SD	SATELITTE DISH
CC	CLOSE CIRCUIT TV	LA	LADDER	SG	SIGNAL
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FL	FLOODLIGHT	PI	PIPE	WM	WATER METER
				WP	WASTE PIPE

KEY:

Phase1:

Phase 2:

Phase 3:

Phase 4:

Structural Repair:

Rev	Date	Drawn	Description	Chk'd	App'd

nss NATIONWIDE SPECIALIST SERVICES

Client

Title

LOWER CAMPFIELD
MARKET HALL
M3 4NN

ELEVATION 4
SHEET 1 OF 1

Surveyed	JH	Drawn	BW	Drawn Date:	24/02/2022
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Scale: 1:100 @ A1		Project: 11567		Status: ORIG	
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Drawing No: 11567 / 006 / 6				Rev: 0	

Plan of Works

Risk Assessment and Method Statement
Maintenance

Client	OBI Property 80 Mossley Street Manchester M2 3FX
Site Address	Lower Campfield Market Lower Byrom Street Manchester M3 4FP

Revision History

Current version – rev.09

		Name	Position	Date
rev.01	Prepared By	Martin Snell	Project Support Manager	26/04/2023
	Reviewed By	Rob Outram	Senior Contracts Manager	05/05/2023
rev.02	Prepared By	Martin Snell	Project Support Manager	09/05/2023
rev.03	Prepared By	Martin Snell	Project Support Manager	19/06/2023
rev.04	Prepared By	Martin Snell	Project Support Manager	07/07/2023
rev.05	Prepared By	Martin Snell	Project Support Manager	24/08/2023
	Reviewed By	Rob Outram	Senior Contracts Manger	30/08/2023
rev.06	Prepared By	Martin Snell	Project Support Manager	12/09/2023
rev.07	Prepared By	Martin Snell	Project Support Manager	10/10/2023
rev.08	Prepared By:	Martin Snell	Project Support Manager	24/11/2023
rev.09	Prepared By	Martin Snell	Project Support Manager	10/10/2023
	Revision Details:		Addition of façade decoration methodologies Transfer of NSS Site Office to Castelfield House	

Plan of Works
Risk Assessment and Method Statement
Maintenance

Scope of Works

Listed Building Considerations

Operatives to ensure that through consideration is given to the fact that the site is a listed building when planning all activities. All marked up drawings of strip out items are to be approved by the conservation officer prior to commencing any works. NSS Operatives and subcontractors to refer to the marked up drawings showing all areas that must be protected to ensure no compromise of listed building features.

Where works are carried out adjacent to historic timbers works are to be planned to reduce risk of contact with the timber. Protective sheeting and matting to be laid loosely over the timber to protect from the elements and the impact of works being carried out. No fixings to be installed into the timber substrate.

Strip Out Works

- Strip and appropriately remove from site all the Asbestos tile roof coverings including ridge tiles to the roof of the property including all tile battens and sarking felt below the roof covering. The contractor is to employ an asbestos monitoring analyst.
- Remove all redundant flues and include to remove and reinstate all other penetrations as required to complete the works. The contractor is to refer to MEP survey to identify any redundant flues.
- Remove all aluminium ridge tiles to the skylights on all peaks.
- Remove all existing Glass Reinforced Plastic (GRP) Roof lights from the property. Allowance for the removal of any existing foam or other types of insulation.
- Remove the suspected asbestos rope gaskets from beneath the GRP rooflights.
- Provide all required asbestos clearance certificates to the CA and Client at the completion of the removal works.
- Remove the existing valley boards and all other debris found within the valley.
  Note: All timber barge boards, beadings, soffits and fascia's are to be retained and left in situ for the duration of the works. The contractor is to advise the CA and Client when any roof timbers (fascia's, barge boards etc) are uncovered (coverings removed), to enable on-site inspection and condition assessment.

Main Roof Works

- Supply and install a new breathable sarking felt to cover the tiled areas of the roof. Specification T.B.C.
- Supply and install counter and tile battens to the roof, suitably sized for the pitch and proposed roof slates set out to gauge with the tiles.
- Thoroughly clean down the existing Georgian wired glass following the removal of the GRP rooflights and include for completely resealing the existing glazing with a new mastic seal. Mastic seal to have a minimum lifespan of 10 years.
- Allowance for replacement of 25% of the Georgian Wired Glass (to match existing) to be installed within the existing framework following close inspection of the glazing.
- Allowance for replacement of any damaged or missing aluminium spandrel panel at the base of each skylight.
- Supply and install new aluminium ridge capping to skylights. Colour to be confirmed.
- Supply and install new 600 x 300mm Cedral Slates. Product Type: Birkdale, Colour: Blue-Black cement fibre tiles to the roof in the same locations as previously removed. The contractor is to include for new cement fibre ridge tiles to match the roof lights in colour and finish. Note: All new mortar used to be a sand / cement mix. Specification for the slate nail fixing T.B.C.
- Supply and install new valley decking boards within each valley to run the full length of the valley.
- Allow for clearing and relining all perimeter rainwater gutters.
- Completion of a builders clean on completion of the works both internally and externally.
- Supply and install new lead work across the full extent of the roof including all flashing, valleys and capping's but excluding any elevations. The contractor is to provide their proposals.

Nationwide Specialist Services Ltd, 239 Ashley Road, Hale, WA15 9NE
Company Registration No: 11317499
Email: info@nssgroup.com
Web: www.nssgroup.com
Tel: 03459 677477

Decoration Works

- Prepare, prime and redecorate using Crown exterior paints for exterior wood all timbers including fascia's, slats, louvres, beads, barge boards etc. Prior to coating and apply 2 no coats of topcoat external paint for wood, colour tbc.
- Prepare, prime and redecorate using Brouns & Co Paint for exterior metal all Rainwater gutters and downpipes.
- On completion of the works, the contractor is to include for all existing lead to be treated with patination oil.

Installation of Leak Diverters

- Pig Diverters to be installed as required to contain leaks.

Façade Decoration Works

Exterior façade painted using Dulux Weathershield Paint

Contents

Permission to Work....4
Method Statement....5
Methodologies....8
Site Plan....39
Declaration....47
Risk Assessments....49

NATIONWIDE SPECIALIST SERVICES

Plan of Works
Risk Assessment and Method Statement
Maintenance

Permission to Work

Name of Contracts Manager Responsible For The Work On Site:	Rob Outram, Senior Contracts Manager Ron Lamb, Project Manager
Names of Employees Who Will Attend Site:	As detailed in the Method Statement Section
Emergency Contact Tel. No:	03459 677 477 - (24/7 manned line)
General Description of Work:	Roof Works
Equipment / Substances Likely to Be Used:	See method statement below
Permitted Work Areas:	As instructed
Keys can be obtained from, and must be returned to:	NSS Site Office
Out of Bounds Areas:	As instructed
Duration of Certificate:	16 months 08/05/2023-08/09/2024
Permitted Work Hours:	7:30am – 4:30pm (out of hours where necessary)
Measures to ensure safe working conditions	As per Risk Assessments and Method Statements
Supporting documentation	
Risk Assessments for the work to be undertaken - (Included in this document pack)	✓
Safety method statement for the work to be undertaken - (Included in this document pack)	✓

Method Statement

Client Contact:	Ollie Chadwick Building Consultancy, OBI	Our Project Ref:	GR/49408
Client Contact Details Telephone: Email:	07787 919 719 0161 237 1717 OChadwick@obiproperty.co.uk	Other Contact Details Telephone: Email:	Holly Ravenscroft Project Administrator Allied London 0161 834 8640 holly.ravenscroft@alliedlondon.com
Project Name:	Lower Campfield Project Works	Start Date:	08/05/2023
Site Address:	Lower Campfield Market Lower Byrom Street Manchester M3 4FP	Working Times:	7:30am – 4:30pm (out of hours where necessary)
		Target Finish Date:	08/09/2024

Personnel involved:	Name:	Role or Trade:
	Liam Eckersley	SMSTS Trained Site Manager
	Adam Muir	SMSTS Trained Site Manager
	Warren Cochrane	SMSTS Trained Site Manager
	Callum Harrison	SSSTS Trained Site Supervisor
	Ethan Kershaw	SSSTS Trained Site Supervisor
	Jordan Bainbridge	SSSTS Trained Site Supervisor
	Martin McDonagh	SSSTS Trained Site Supervisor
	Ronan Skerritt	SSSTS Trained Site Supervisor
	Steven Fielding	SSSTS Trained Site Supervisor
	Josh Simpson	Projects Operative
	Liam Jones	Projects Operative
	Reece Naylor	Projects Operative
	Thomas Alley	Projects Operative
	Brian Williams	Coatings Supervisor
	Steve Crewsdon	Projects Operative
	Paul Gawthorpe	Projects Operative
	Paul Bialecki	Projects Operative
	Lee Speed	Projects Operative
	Rory Garragham	Agency Operative
	Mariusz Ostaszewski	Agency Operative
	Ben Fernandez	Agency Operative
	John Thompson	Agency Operative
	Thomas O'Rourke	Agency Operative

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	Mike Lowzer John Buckley Anthony Buckley Gary McCallum John Wolstencroft Ron Lamb Rob Outram Martin Snell Mike Maloney		Agency Operative Agency Operative Agency Operative Agency Operative Senior Site Manager (07903 893 397) Project Manager (07557 801 346) Senior Contracts Manager (07807 259 222) Project Support Manager (07341 808 714) Projects Director (07789 941 324)		
Works Supervisor:	Liam Eckersley	Role:	Site Manager	Tel:	07385 400 337
Key Plant and Tools Required:	MEWP - 18m Diesel Scissor Lift / 10m Diesel Scissor Lift PASMA Tower Harness & Lanyards Jetwash Bowser Backpack blower 110w Petrol Generator Glass transporting trolley. Aluminium Coversafe Mats Bumpa - 8m Petrol Hoist				
Key Materials: Including	Glass panels Mastic sealant Arbseal 1096 Sealant Wooden Fixing Rail dimensions tbc 600x300mm Cedral Slates Cedral Fibre Cement Ridge Tiles Timber Battens Sarking Felt Fixings Copper Nails Clout Nails Lead Leadmate Brouns Exterior Paint Brouns Grpahite for Metal Paint Linseed Oil Putty Linseed Oil Turpentine Oil Mineral Spirits Detergent Diesel (for powering MEWPS) Petrol (for powering generators) 18mm plyboard sheets Pig Diverters Hosepipe and connectors Rope				

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	Plastic Bins Dulux Weathershield Paint Dulux Metalshield Paint Dulux Weathershield masonry Paint Dulux Primer (surface specific)
Other Essential Equipment:	Power Tools Hand Tools Hand Decorating Equipment – Brushes, rollers, scuttles Hog hair and Ox hair brushes / rollers for linseed paint application Rollers, roller arms, wire bushes, sandpaper scrapers Mortar Pointing Tools Mastic Gun Glass Suckers Rubble Sacks Cable Ties Rags & cloths Chapter 8 Barriers Demarcation Signage Spill Kits Fire Extinguishers Asbestos PPE – White and blue overalls Respiratory masks Asbestos waste sacks Spray bottles for wetting solution Adhesive Tape Work Gloves Cat 5 resistant gloves

Specific Staff Training Requirements:				
	Working at Height	☒	PASMA	☒
	IPAF 1B – Static Boom	☐	Abrasive Wheel	☒
	IPAF 3A – Mobile Scissor	☒	Asbestos	☒
	IPAF 3B – Mobile Boom	☐	Other	☒
	Other Training: SMSTS SSSTS First Aid			

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Arriving/Leaving Site

NSS Site Sign In / Introduction / Induction

- All operatives and subcontractors to report to NSS site manager daily on arrival to site.
- All operatives, subcontractors and visitors to undertake NSS site induction delivered by NSS site manager.
- Training to be recorded in recorded in NSS Site File.
- All required permits to be opened / closed as required.
- All operatives and subcontractors to sign in / out daily at NSS Site File and records maintained.

NSS site office is located on the ground floor of Castlefield House

Castlefield House
Liverpool Road
Manchester
M3 4SB

NSS Permit Procedure:

NSS Site manager to issue a work permit to subcontractors covering high risk activities:

- Working with asbestos
- Hot works
- Other high-risk tasks

All subcontractors' operatives to complete sign in and induction procedures prior to competing permit form.

Prior to arrival on site subcontractors to provide proof of training in the activities covered by the permit to the NSS Project Management team.

Hard copies of training records to be included in the NSS site file.

Copy of the permit to be added to the NSS site file.

Hot works permits should be closed not less than 2 hours after the completion of works.

Fire Assembly Point

- Fire Assembly Point 1 – Opposite side of Lower Byrom Street in front of the Museum of Science and Industry
- Fire Assembly Point 2 – Corner of Byrom Street and Tonman Street at the rear of Castlefield House
- Fire evacuation plan to be displayed in the NSS site office at all times.
- All site visitors to be familiar with evacuation plan.

Waste Disposal

- All waste to be disposed of in skip located in Upper Campfield compound.
- Skip to be used for general waste only.
- Hazardous waste to be removed to be removed by specialist contactor according to procedure outlined in separate RAMS document.
- Waste disposal certificates to be retained and stored in NSS site file.

Scaffold Inspection

- Scaffold to be inspected and signed as fit for use on 7 day cycle.

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- Inspections to be arranged by NSS and completed by Kirk scaffolding.
- Inspection records to be provided to NSS Site Manger and Project Management Team and stored in the NSS site file and online directory.
- NSS Site Manager to record scaffold inspection date on JobWatch online form daily.
- ***Under no circumstances should the scaffold be used outside of the 7 day inspection period. NSS site manager to escalate any missed checks with Kirk Scaffolding and no roof access permitted until rectified.***

Kirk Scaffolding contact:
Kyle Basterfield - 07850 643 700

Netting inspection

- Rooflight netting to be inspected and signed as fit for use on 7 day cycle.
- Inspections to be arranged by Kirk scaffolding and completed by Decron netting.
- Inspection records to be provided to the NSS Site Manger and Project Management Team and stored in the NSS site file and online directory.
- Should the netting not be inspected within the seven day inspection period the NSS Site Manger is to escalate the non compliance with Kirk Scaffolding.
- ***Under no circumstances should the glazing scope continue until the nets have been inspected and certified.***

Recording Weather Delays

During inclement or adverse weather that causes delays to production or material application the NSS site supervisor to screenshot met office weather report and record photographic images of the weather onsite. Both these are to be issued to via email to NSS Project Management team.

NSS site supervisor is to maintain a daily record of weather onsite via the weather recording sheets in the NSS site folder. Any downtime due to weather must be documented.

Site Compound Demarcation

- Site Compound on Byrom Street to be maintained by internal fit out contractor. To be used to access scaffold stair tower / internal area of Lower Campfield Only

Site Vehicle Movements

- NSS vehicle parking inside the Upper Campfield building.

Upper Campfield Market
Barton Street
Manchester
M3 4NN

- Deliveries to be arranged and overseen by NSS site representative.
- Deliveries to be made at the NSS Compound on Byrom Street
- MEWP operations including site transit to work areas require banksman at all times.
- MEWPS to be returned to the Upper Campfield compound when not in use.
- Site traffic management plan displayed in the NSS site office. NSS operatives overseeing deliveries and MEWP movements to familiarise themselves with the plan and follow the instruction at all times.

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Access/Egress

Fixed Scaffold Tower with Ladder Access
Scaffold ladder tower is subject to a seven-day inspection signoff.
Scaffold tag is to be check before use daily ensuring scaffold is withing seven-day inspection period.
If scaffold tag is out of inspection date the tower must not be used.
NSS Site manager to inform Kirk Scaffolding; no roof access is permitted until rectified.

Operatives must inform NSSS site management team of out of date inspections or any damage to stair tower scaffold.
Operatives to undertake pre use visual inspection of tower daily.
Ensure all access and emergency escape routes must be kept free of obstruction.
Tower must be enclosed by fencing and padlocked after each entrance/exit throughout the shifts.
Ensure the Scaff Tag is completed up to date before accessing.
Undertake a quick inspection for trip hazards, potentially missing surfaces or rails etc.

Check the base of the ladder is on a firm, level and dry surface.
To prevent the ladder slipping, the top should be securely fixed using a lashing, strap or clip.
If surfaces are slippery the foot of the ladder should be secured by suitable means such as fixed blocks, cleats, sandbags or stakes driven into the ground.
The ideal angle for a ladder is 75 to the horizontal, or 1 metre out for every 4 metres in height.
The ladder must extend a minimum of 1m above the platform
ALWAYS climb or descend the ladder facing it.
Operative climbing the ladder to keep his body facing the ladder at all times, positioning themselves in the middle of the ladder.
Grip the stiles rather than the rungs with hands.
Maintain 3 points of contact on the ladder DO NOT over-reach to the side of the ladder (2 feet and legs as acceptable for working – as per the HSE)
When works are complete, all work areas will be inspected for quality
Technician to inform site contact when leaving site.
Upon finishing the shift ensure the tower is locked off to prevent unauthorised access.

Scaffold Stair Tower
Scaffold stair tower is subject to a seven-day inspection signoff.
Scaffold tag is to be check before use daily ensuring scaffold is withing seven-day inspection period.
If scaffold tag is out of inspection date the tower must not be used.
Scaffold tag to be removed and retained in NSS site office.
NSS Site manager to inform Kirk Scaffolding; no roof access is permitted until rectified.
Non-compliance to be recorded on the scaffold inspection log and JobWatch scaffold inspection form.

Operatives must inform NSSS site management team of out of date inspections or any damage to stair tower scaffold.
Operatives to undertake pre use visual inspection of tower.
Ensure all access and emergency escape routes must be kept free of obstruction.
Tower must be enclosed by fencing and padlocked.
Ensure the Scaff Tag is completed up to date before accessing.
Undertake a quick inspection for trip hazards, potentially missing surfaces or rails etc.
Always climb the stairs walking forwards holding onto the handrail.
Upon finishing the shift NSS Site Manger is to ensure the tower is locked off to prevent access.

MEWP Set-up Sequence (Scissor)
Visually check for evidence of any cellars or basements which could be beneath the areas of work, cellars and basements are incapable of bearing the weight of a MEWP and could collapse without warning.

If siting the MEWP on paving or pathways, gauge the strength of foundations, paving can be deceptively strong but might have been laid on weak ground underneath. Footpaths should be considered to be suspect as there could be weaker material or allow services underneath the surfacing.
Note if a road is used which is regularly used by heavy commercial vehicles and does not show any signs of distress it is of less concern than a lightly trafficked car park or estate road.
Check for evidence of underground services use as sewers, drains, manholes, gas and water mains.
Proximity to excavations, the MEWP should not be positioned near to the edge of trenches and other excavations as these are likely to collapse without warning. If the machine needs to be used close to the edge of a slope or excavation, with the outriggers or wheels in the "danger area", an engineering assessment must be by a competent geotechnical engineer before the MEWP is set up and operated.
Check the work area for localised features, e.g. manholes, service ducts, potholes, etc. check temporary covers are strong enough to withstand the applied pressure, check temporary covers are secured and monitor them. Take similar action for permanent covers.
Following the above detailed checks if the MEWP operator is not satisfied that the intended position for the MEWP is safe, THEN WORKS WILL NOT PROCEED UNTIL an engineering assessment must be by a competent geotechnical engineer.
Ensure all areas below working areas are to be adequately excluded using solid/chapter 8 barriers.
MEWP also inspected for any visual faults prior to any work taking place.
Banksman to control ground level areas to ensure no pedestrians enter the segregated platform operating areas.
Where possible maintain a minimum of 3.6m to distance to remain to allow for emergency vehicle access.
Carefully ascend to required height using the control box located inside the working cage.
When in position carry out the scope of works in that location carefully descend the MEWP back down to ground level using control box. Reposition MEWP as required adjacent to the next working area.
Upon completion works to be inspected by site supervisor then carefully descend the MEWP back down to ground level using control box.
Remove warning signs and store safely.
On completion of all the works and on a day-to-day basis:
Site to be left clean, tidy and safe, any rubbish and waste materials to be removed from site
Site supervisor to address and attend to any issues raised by site contact

MEWP Operation and Banksman Procedure
All operatives operating MEWPS to be IPAF trained with current in-date card.
NSS site traffic management plan to be followed at all times.
Operatives to familiarize with MEWP controls and operating procedures for the specific machine pre-use.
Operatives to check fuel level pre-use.
Operatives to undertake a daily MEWP pre-use inspection and record in NSS Site File.
Operatives to check route of transit prior to travelling and ensure viable and identify any hazards making suitable considerations to avoid or control.
Ground level Banksman to control all MEWP maneuvers and movements ensuring clear communication and eye contact is possible with MEWP operator.
MEWP operator and banksman to adhere to all site traffic rules, speed limits, one-way systems, and protocols.
Whilst transiting MEWP is to give way to all other traffic as appropriate and Banksman to co-ordinate any site traffic along transit route.
When in working position MEWP to be enclosed by hard barriers such as chapter eight barriers or heras fencing.
The working area is also be be fully demarked with hard barriers taking into consideration risk of objects falling from height.
Demarcation must consider pedestrian access routes, fire evacuation routes, etc.
Keys are too be moved from MEWP when not in use or stored overnight.

Emergency Lowering Procedures for Third Party and Hired Machinery
Trained operatives are to refer to the manufacturer's guidelines for the specific machine they are using. These are commonly found in hard copy form located on the MEWP, if not available refer to the manufacturer website or contact the hire company for further assistance.

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Operatives should be familiar with emergency lowering procedure of any machine prior to use.

Deployment of Aluminium Coversafe Mats
Coversafe Rooflight Covers are to be used as rooflight protection in working areas and along access routes.
Mats should be transferred to the roof via scissor lift.
Operatives to attach to scaffold restraint system via rope and grab.
Mats to be extended and placed over any glazed panels within 2m of the tiling replacement works.
Sufficient mats are to be used to cover the entirety of the rooflight which falls within 2m of the work or transit area eliminating any risk of fall.
Mats should be weighted with bags of sand or similar suitable weight as required to ensure they are secure, especially in periods of high wind.
Upon completion of works mats should be collapsed and retaining strap secured in place before being removed from the roof via MEWP.
Mats should be removed from the roof and stored securely at the end of each day.

Roof Light Covers
Plyboard must have a minimum thickness of 18mm
OSB Board is not suitable as a substitute to plyboard
18mm plyboard weight (dry) 21.8kg

Plyboard sheets are to be used to as rooflight protection in working areas and along access routes.
Plyboard should be transferred to the roof via scissor lift.
Plyboard is to be handled by two operatives and allowances for weather must be made when transporting and situating plyboard sheets into position.
Plyboard to working areas should sufficiently cover the area of rooflight with risk of fall,
Plyboard to access routes should entirely cover the rooflight eliminating any risk of fall.
When plyboard rooflight covers are used as temporary protection to a work area and not mechanically fixed they should weighted with bags of sand or similar suitable weight.
Non mechanically fixed plyboard rooflight covers should be stored fastened to the roof with rope or straps or removed from the roof for overnight periods.
Non mechanically fixed plyboard rooflight covers must be removed from the roof at weekends, bank holidays and extended periods away from site.
Plyboard to access to semi-permanent routes must be mechanically fixed into the roof sheet.
Weather must be monitored, and provisions made to secure and remove plyboards during periods of strong wind.

Use of Rope and Grab via Fixed Scaffold to Deploy Rooflight Covers
Operatives to attach to scaffold restraint system via rope and grab and scaffolding hook.
Two operatives to stand adjacent and pick up rooflight cover.
Operatives to move into position with rooflight cover level with head of the glazed panel.
Operatives to place rooflight cover on at head of rooflight and slide into position over the glazed panel.
Operatives to fix or weight rooflight cover as required.
All panels within 2m of the glazed panel being worked on are to be covered.
Excess rooflight covers and weights are to be removed from roof if not in use.
Operatives to remain in restraint via rope and grab until risk of fall is eliminated

Fixed Ladder Access – Emergency descent route ONLY
Fixed ladders to be used only as an emergency escape route only.
Not to be used as an access route to the roof under any circumstances.
NSS site manager to ensure ladder guards are removed and visual check is completed daily.
Check ladder tag to ensure valid inspection is in place
Undertake inspection for any missing parts, loose fixing etc.
Utilise inbuilt fall arrest system if applicable

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Descend ladder facing forwards at all times, maintaining three points of contact
Ensure you can egress the ladder safely at the bottom prior to descending
Ensure work area can't be accessed by unauthorised personnel
NSS site manager to ensure ladder guards are reinstated and secured at the end of each shift to prevent unauthorised access to the roof.

Mobile Scaffold Tower
Area around the PASMA tower setup location to be isolated using chapter 8 barriers to create a safe working zone.
One operative to remain at ground level to direct other site users away from the work area.
PASMA tower to be set up as per the below methodology.
PASMA Trained operative to supervise tower setup at all times.

Make sure that the frame head fittings are pointing inwards into the tower.
Connect the 2nd frame to the horizontal braces in the same position that they are located on the first frames.
Make sure that the frame head fittings are pointing inwards into the tower.
Connect 2 coloured diagonal braces (blue for the 1.8m platform tower or black for the 2.7m platform tower) to the frames as shown.
Keep the diagonal braces as close to the frame uprights as possible.
Ensure that they run in opposite directions to each other.
Install a trap platform on the 2nd rung up and 4 horizontal braces as guard rails.
Using a spirit level, ensure that the framework is completely level by adjusting the legs.
Twist the serrated collar above the wheel to adjust up & down.
Once the framework is in position and level, connect 4 stabilizers to the corners.
Fix the shorter arm to the lowest part of the frame, then connect the longer arm to the upper part, ensuring the foot is firmly placed on the ground.
Small vertical adjustments can be made to either arm to guarantee a sturdy placement.
Working from the top platform, install a 4 rung main frame & a 4 rung ladder frame.
Then, clip 1 standard diagonal brace on.
The start position of the brace should be on the same rung height as the finishing position from the brace below - running in the same parallel direction.
Install a trap platform 4 rungs above the previous platform.
Using the 3T method install 4 guardrails to the upper platform.
Now, repeat steps 8 and 9 until the required platform working height is achieved.
Once the final step 9 is complete, move to step 10.
Finally, working from the guard railed platform, install a toe board, ensuring that the sides are hooked securely over the outside edge of both platforms.
The dismantling procedure requires a minimum of 2 operatives to complete the task safely.
To start, first remove the aluminum toe board assembly.
Now, relocate the uppermost diagonal brace downwards so the top hook is located on the same rung as the uppermost platform.
This can be done by either using one operative on the top platform and one operative on the platform underneath, or by disengaging the top hook then climbing down onto the platform below and disengage the 2nd hook.
Next, remove the 4 guardrails. To remove braces or guardrails, first disconnect each brace at the end furthest away from the platform trap door.
Then immediately take up the protected position detailed in the 3T method.
Whilst standing through the trapdoor as per the 3T method, disconnect the braces completely.
Now, working from the platform below, the upper platform can be removed.
Once this is fully removed, the recently relocated diagonal brace can now be taken off.
This can be done by one operative from the platform.
Now remove the final 2 frames off the top of the tower.
Now repeat steps 2 to 5 until the tower is dismantled or the new platform height is achieved.

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High Winds/Adverse Weather/Weather Recording
Daily assessments will made onsite as required regarding weather conditions and effects on ability to carry out works safely. Considerations will be made toward high winds, especially when transferring equipment and material to the roof and using the Scissor Lift.
A weather record will be kept and maintained in the site folder including a daily record of wind speeds local to the work area.

Site Activities

Listed Building Considerations
Operatives to ensure that through consideration is given to the fact that the site is a listed building when planning all activities. All marked up drawings of strip out items are to be approved by the conservation officer prior to commencing any works. NSS Operatives and subcontractors to refer to the marked up drawings showing all areas that must be protected to ensure no compromise of listed building features.

Lifting Material and Equipment to Roof Level via Scissor Lift
The following MEWP is to be used for all lifting activities:
Machine: GS53 18m Diesel 4WD Scissor Lift
Max SWL (Safe Working Load): 680 KG
Please refer data sheet for Genie GS53 scissor lift for further information.

Examples of common items to be lifted:
Glazing panels – **TBC**
Roof tiles – 20.4kg/m^2
Waste Bags – 4 KG ea.
Power Tools – 2 KG ea.
Assorted Hand Tools – 10 KG per tool bag
18mm Plyboard – 22 KG ea

Scissor lift to be used to transport materials to the roof and for emergency rescue purposes only
Scissor lift set up in demarked area.
Scissor lift to be surrounded by chapter 8 barriers at all times.
Operatives to man scissor lift platform as required to handle desired load.
Operatives at ground level to assist loading scissor lift platform as required, carefully passing equipment and material to operatives in platform.
Operatives to ensure load does not exceed max SWL prior to commencing ascent.
IPAF operative to elevate scissor lift to roof level adjacent to handrail edge protection.
Scissor lift platform manually extended to meet handrail.
Where required several operatives to be located both in platform and roof level within confines of handrail edge protection.
Operatives to pass items between scissor lift platform and roof as required avoiding contact with handrail edge protection.
Once load transferred successfully scissor lift platform to be retracted and lowered to ground level.
Operatives at ground level to assist with carefully unloading of scissor lift platform as required.
Process to be reversed and repeated for removal of materials and waste.

Lifting materials to the scaffold by pulley system
Pulley system to be established at roof level as required.
Pulley to be established as close to the current work area as possible to reduce the manual handling of materials at roof height.
Operative at ground level to attach the materials to the pulley system, ensuring that excess weight is not attached in one go.

Safe working area or “drop zone” to be created around the lifting area to prevent pedestrians coming into contact with any falling materials.
Roof level operative to lift the materials to roof level, storing them securely prior to transportation to the work area.

Removal of Waste from Roof Via Scissor Lift
The following MEWP is to be used for all lifting activities:
Machine: GS53 18m Diesel 4WD Scissor Lift
Max SWL (Safe Working Load): 680 KG
Please refer data sheet for Genie GS53 scissor lift for further information.

Examples of common items to be lifted:
GRP Rooflights – approx. 13.5 KG ea
Waste Bags – 4 KG ea
18mm Plyboard – 28 KG ea

All waste to be grouped together at suitable location on roof for removal close to designated area for transfer.
Scissor lift to be raised to handrail height ready to receive waste.
Scissor lift operatives to be positioned on platform to receive the waste.
Waste to be passed over handrail and received in scissor lift platform in manageable bags no more than 2-4 kg one bag at a time.
Once transfer is complete scissor lift platform to be retracted.
Waste bags to be positioned in scissor lift platform centrally leaving pathway for operatives.
Scissor lift lowered to ground level.
Waste removed from basket and disposed in site skip.
Scissor lift platform to be left clean and free of debris.

Removal of Waste from Roof Via Rubble Chute
Rubble chute to be established from roof level level to the onsite skip through selected opening created int eh glazed atrium through the removal of glass panels.
Barriers to be used to create an isolation area around the skip to prevent pedestrians coming into contact with falling debris. This is to be referred to as the “drop zone”.
Only small items of waste to be disposed of via rubble chute.
Daily visual inspection of chute to be carried out to ensure all elements remain intact.
Operatives to ensure skip does not overflow.

Glazing Works

Ground Level Demarcation of Glazing Works
Operatives to utilize chapter 8 barriers and signage to create an exclusion zone underneath the glazed panels being worked on.
NSS Site manger to brief all operatives, subcontractors and visitors on the areas out of bounds daily as part of the sign in procedure.
No unauthorized access to the market hall permitted during glazing works.

Safety Netting Inspection
Safety netting to be installed by Decron netting to the underside of all glazing panels.
Netting is subject to a seven day inspection carried out by Decron,
NSS site manger to ensure the netting has been inspected prior to the commencement of glazing works.
In the event of missed or failed inspection glazing works are not to be carried out until rectified.

Asbestos Considerations During Glazing Works
An intrusive survey of the glazing has revealed that the asbestos rope gasket indicated as a possibility in the asbestos survey is not present.

Full access to the glazed area had not been available during the original asbestos survey.
All NSS operatives to have completed Asbestos Awareness training prior to working on the glazed.
In the event that any further suspected areas of asbestos are discovered all works are to be suspended.
A specialist contactor is to be engaged to inspect and remove the any asbestos materials before works continue.

Removal and disposal of polycarbonate cover panels
Operatives to attach to the scaffold restraint system via rope and grab and twin restraint lanyard.
Operatives to remain in restraint at all times when working on glazed atrium panels.
Operatives are to carefully remove the fixings and adhesive material from polycarbonate topsheet and dispose of the fixings and waste in a bucket or suitable vestibule ensuring all debris is removed from glazed panels and frame.
Operatives to remove polycarbonate sheet by sliding to a safe location and removing to a secure location ensuring removed sheets are securely fastened or weighted till removal from roof via Scissor Lift platform.
Removed sheets to be transferred to ground level and disposed of in the site skip periodically throughout the day.
All waste to be removed from the roof surface before the end of each working shift.

Inspection and replacement of glazed atrium panels
Task Specific PPE: Cat 5 resistant gloves
Operatives to connect to the scaffold frame adjacent to the glazed panels to be inspected via twin restraint lanyard with scaffolding hook.
Glazed panels to either side of the area being worked on to be covered using 18mm plyboard sheets / aluminium coversafe mats or aluminium mesh covers as required.
Kneeling board to be lifted in to place over the glazed panel immediately to the right hand side of the panel to be inspected.

Operatives to remove removed the fixings along the glazing bars / trims on each side of the glazed panel using a power drill.
Trim to be lifted away from the surface of the glass and stored on the scaffold.
Glazing panel to be inspected for cracks
If the panel is found to be damaged it should be lifted off the frame onto the scaffold, using glass suckers if required.
Damaged panel to be carried round to the scaffold loading bay by two operatives for transfer to ground level. New panel to be lifted into place on the frame.

Cleaning and Resealing of Glazed Atrium Panels
Operatives to remain attached to the scaffold restraint bar in restraint for the duration of the works.
Boards to remain in place over all adjacent panels for the duration of the works.
Operatives to clean the exposed glazed panel and frame with a mop/cloths, warm water and detergent.
Squeegee to be sued to remove excess water from the glass surface.
Dry rags to be used to clean the edges of the glass panel.
Operatives are to ensure that the glass is fully dried before sealant is applied.

Operatives to apply Glazing Silicone to the perimeter of the frame ensuring a complete neat finish.
New timber fixing rail to be installed to the bottom of the glazed panel.
Replacement GRP panel to be lifted into place in top of the glazed panel.
Panel to be secured into the new fixing rail using 2nr fixings with sealer heads.
Mastic sealant to be applied to create a waterproof seal.
Operatives to install profiled foam fillers to the bottom of the GRP sheet.
Final examination of the glazed panel to be undertaken ensuring there are no defects and a weather tight seal has been created.

Waste to regularly be bagged up and removed from the roof surface.
Operatives to move kneeling board and rooflight covers across to the next glazed panel.
Process to be repeated for all glazed panels.

Slating Works

Management of Asbestos Tile Removal
OBI site survey has identified roof tiles to be made from an asbestos containing material.
Removal and disposal of tiles to be carried out by specialist contractor.
NSS Site manager to issue an asbestos works permit to the subcontractors daily.
Training records for all subcontractors to be checked as part of the permit approval process and copies of the training certificates kept in the NSS Site file.
Barriers and signage to be used to isolate the area of asbestos works. Under no circumstances are non-trained operatives to enter this area for the duration of the works.
All other operatives, subcontractors and visitor to site are to be briefed on the extend of the extent of the asbestos works as part of the sign in procedure.

All waste is to be removed from the roof via scissor lift placed in the specialist waste skip by the specialist contractor. Under no circumstances should the rubble chute to be used for the disposal of asbestos waste.

Following completion of the tile removal works work area to be thoroughly cleaned and inspected to ensure all waste products have been removed.
Tile replacement, scaffold adjustment and gutter works not to commence before inspection has been carried out.

MS054A - Working with asbestos – arriving on-site
Operatives must display appropriate levels of competency for carrying out works where asbestos is to be disturbed and/or removed
Review whether the work category falls under licensed asbestos work, notifiable non-licensed asbestos work or non-licensed asbestos work. Any unplanned asbestos work must be referred to QHSE for review before proceeding. All works must be authorised, and potentially notifiable to the HSE where applicable.
Prior to commencing works, ensure a suitable and compliant asbestos removal process has been arranged
Review whether disturbing asbestos containing material can be avoided or minimised
Ensure an appropriate dedicated decontamination area close to the point of works has been identified to ensure the operatives can safely clean themselves and their PPE / RPE to prevent the spread of asbestos outside the point of works (see MS 054 – wearing asbestos PPE and decontamination)
Ensure asbestos waste disposal containers where required (lockable vehicle / skip / container) are as close to the point of works as possible.
Unsecured asbestos waste must not be left unattended at any time
Check your PPE is fit for purpose with no damage which may affect operative exposure or contamination to asbestos, with spare PPE and RPE available if required
Don your PPE and RPE
Face fit RPE is recommended but not mandatory
Liaise with the site representative to review the asbestos survey and determine all areas where asbestos material will be disturbed, including point of works, other areas which may be affected including external stakeholders and all access and egress routes
Asbestos survey is located in the NSS Site File and is to be reviewed by all operatives carrying out tile removal works. Should you have any concerns regarding locations of asbestos, request an asbestos survey prior to commencing works. If this is not available, work under the assumption that all materials contain asbestos
Ensure access is restricted to authorised persons only, isolating the point of works to reduce spread
Close doors and apply notices to warn interested parties of asbestos disturbing activity where applicable
Transfer to the locations where asbestos is being disturbed for a thorough review
Protect any nearby surfaces from contamination where applicable, isolating the point of works where achievable
Visually check polythene sheeting and asbestos waste bags to ensure they are adequate and fit for purpose (holes, tape lifting etc)
Identify and seal any gaps where applicable prior to commencing works with polythene sheeting, securing with duct

tape
Shut down air conditioning or vent systems if applicable
Seal ducts and vents with polythene sheeting and duct tape where applicable
Place polythene sheeting where applicable, fixing to non-asbestos surfaces
Ensure adequate lighting is in place at the point of works, and all access and egress areas
Transfer any equipment required to the point of works
Carefully consider temperatures both externally and internally at the point of works
High temperatures can lead to fainting, cramps, heat exhaustion and heat stroke
Plan for regular breaks ensuring the decontamination process is followed at all times
Regularly review all control measures as the task progresses to ensure they continue to mitigate risk
Carry out a thorough dynamic risk assessment to ensure control measures are suitable and sufficient
Complete any permit to work requirements
Commence the works, providing ongoing monitoring of control measures to ensure they remain effective

MS 054 – Wearing Asbestos PPE and Decontamination
Although NSS works are extremely low risk, we all must ensure the spread and exposure to asbestos is controlled
Asbestos work kits are available from stores.
All items off PPE must be disposable or easy to decontaminate
PPE should be worn in the following order
White overalls should be worn over personal clothing
Harness (If applicable) over white overalls
Blue overalls over white and harness; accessing connection point through a small incision
Lanyard to be covered in PVC sheath and joint with overalls tape sealed
Overalls to be worn over wellington boots.
RPE straps to be worn under overalls hood.
Upon completion of works, decontaminate with wipes and peel off blue overalls into red asbestos waste sack.
Decontaminate RPE, Harness/Lanyard and boots using wet wipes and place harness and lanyards back into storage box
Peel off white overalls into red asbestos waste sack
Seal red asbestos waste sack, place into clear asbestos waste sack and seal.
All asbestos waste to be disposed of in the specialist waste skip on site, not placed in the general waste skip or returned to depot.
Waste disposal notes are to be issued following the completion of strip out works. There are to be stores in the NSS site file and in the online file directory.

MS 054 Removing asbestos debris and loose material
Work areas and work equipment must be kept in a clean state and thoroughly cleaned to prevent or minimise the build up of asbestos debris and waste on floors and surfaces in the work area
Regularly check the asbestos waste bags to ensure they remain fully sealed
Asbestos from small debris to larger sheets and item can be removed using the below methods;

Wetting solution

For residual debris and small debris where applicable - dilute detergent with water. Do not use water alone
Prior to applying the wetting solution – check for any electrical outlets and other associated hazards
Lightly sprinkle the wetting solution (garden type sprayer or watering can) onto the debris
Avoid applying copious amounts of wetting agent, which will result in the debris being difficult to clean
Carefully remove the debris and place into the asbestos waste bag
For small pieces of debris, invert a plastic bag and pick up the wet debris directly into the bag. Place the bag into an asbestos waste bag
Re-apply the wetting solution should debris dry out after initial application
For any larger areas – apply the wetting solution in sections to avoid this drying out

Damp rag

For residual debris where applicable – clean contaminated surfaces with a damp rag,
Soak the rag in water
Fold into quarter and wring it out
Wipe the contaminated surface
Refold the rag to give a clean surface
Repeat until you have used all the clean surfaces of the rag
Place the used rag in the asbestos waste bag
Repeat the process with new rag until all surfaces are clean

Adhesive tape

For small dust deposits where applicable – tape can be used
Place a strip of tape over the contaminated surface
Peel it off slowly
Put the used tape in a asbestos waste bag
Repeat with a fresh piece until all surfaces are clean

Larger asbestos debris and waste

Some asbestos items will be too large to place in an asbestos waste bag
Always remove asbestos containing materials whole if possible to avoid releasing additional asbestos fibres increasing risk of contamination
Do not break up components or sheets
Apply wetting solution where applicable prior to moving larger items
Place the item on a sheet of 500guage polythene and wrap carefully; sealing with cloth tape to ensure fully sealed.
Repeat on a second sheet of polythene to ensure the item is fully double wrapped
Tape an asbestos waste sack to the outside of the parcel
Parcels should be placed in the skip as soon as possible. Should this not be possible, store in a secure location restricting unauthorised access
Carefully place larger items into the lockable skip to avoid releasing additional asbestos fibres increasing risk of contamination
Ensure the lockable skip is locked whenever unattended to ensure no unauthorised access
If removing asbestos via a vehicle – ensure regular decontamination of all storage areas is carried out to remove any residual asbestos

MS054 Cleaning debris from guttering on an asbestos cement roof
Transfer to the locations to clean out roof gutter detail
Don your PPE (see MS 054 – wearing asbestos PPE and Decontamination)
RPE is not required if applying wetting agent
RPE is required if not applying wetting agent
Dilute the wetting agent with water in accordance to manufacturers instruction
Lightly sprinkle the wetting solution (garden type sprayer or watering can) into the gutter
Avoid creating a slurry which will result in the debris being difficult to clean as well as adding unnecessary weight leading to manual handling risk and re-apply the wetting solution should debris dry out after initial application
For any large gutter areas – apply the wetting solution in sections to avoid this drying out
Collect and remove all debris, when completed reposition equipment as required to address remaining sections of guttering from all elevations
Do not throw asbestos waste from roof

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Removal of slate / baton / existing felt membrane or lining.
All works to be carried out by specialist asbestos contractor.
When operating within 2m of the glazed atrium panels coversafe mats or 18mm plyboard to be used to cover the glazed panels to remove fall risk. Installation to be carried out as er the above methodology.,
Existing roof slates to be released from position by hand.
Roof slates to be placed into asbestos waste bags and lowered down the roof to second operative.
Second operative to collect from gutter level and safely transfer waste bags to the scissor lift platform.
Extra care to be taken during the baton removal to reduce damage to listed tinbers.
Existing battens to have all existing nails released from roof truss by hammer with nails placed into asbestos waste bags.
Additional section of timber to be placed on original timbers to take the applied force during removal.
Plastic sheeting and mats to be used to protect any exposed timbers from the weather until they have been recovered.
Once all nails are released, battens either to be placed into asbestos waste bags or wrapped in polythene wrap as per the above procedure before being passed to second operative and transferred to the scissor lift.
Any membrane present to be releases from roof trusses and rolled up into manageable sizes, placed into asbestos waste bags and transferred to the scissor lift.
Asbestos waste to regularly be returned to ground level and transferred to the specialist waste skip.
Asbestos skip to remain locked at all times when not in use.

Removal of Redundant Flue and Roof Penetrations
Operatives to identify redundant flues as outlined in the MEP survey.
Operatives to isolate the area of the store below the penetrations using chapter 8 barriers and demarcation signage.
Pipework at roof level to be removed. Roof level fixings to be removed and the pipe penetration to be lifted through the roof penetration and carried to the scissor lift for removal to ground level.
Pipework not to be cut away when it situ.
Waste to be removed from the roof via scissor lift and disposed of in the onsite skip.
While the aperture in the roof is present plastic sheeting and mats to be installed to protect the roof substrate from the weather.

Roll out the new roof membrane
Firstly, ensure your rafters or trusses are clean of any splinters or old nails that could damage the membrane. Then roll your chosen roofing membrane along the roof trusses – start from one bottom corner and rolling it along to the other corner.
Repeat this method and work upwards to the top of the roof. Make sure the roofing membrane hangs over the bottom of the roof and into the gutter to provide and encourage any water that gets past the slates to drain off into the gutter.

Secure the roof membrane
Once the membrane has been rolled out, use clout nails to secure one edge. Then pull the membrane taut at the other end, and fix into position, before adding a few more nails across the membrane where it meets the timber trusses for extra stability.

Batten placement
All materials to be transported to the roof via scissor lift.
Glazed panels within 2m of the slated area to be covered using Coversafe mats or 18mm plyboard sheets.

1. The next step is to work out the placement of the battens – to do this you'll need two full-sized slates and an under eaves slate. Place two battens onto the roof on top of the overlay – don't fix them down so they can be moved around for adjustments easily.

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2. Now place a full-sized slate onto a batten, with an overhang into the gutter of around 50mm, and with the pre-drilled holes lined up with the centre of the batten – then put temporary fixings into the batten.
3. Next, put the second batten underneath the slate, and slide it upwards towards the first batten. Take the eaves slate and position it onto the second batten, ensuring it reaches the bottom of the roofline.
4. Secure both battens into the roof rafters using copper nails – ensure both battens are parallel by measuring from specific points along the roofline, checking that the difference in distance between them remains the same.
5. Add a third batten, sliding it from the top downwards to below the top of the slates. Make sure that the top of the full-sized slate is sitting central to the batten.
6. Place a second full slate onto the third batten, ensuring the pre-drilled holes are lined up with the centre of the batten – double-check the batten is parallel, then fix it into place

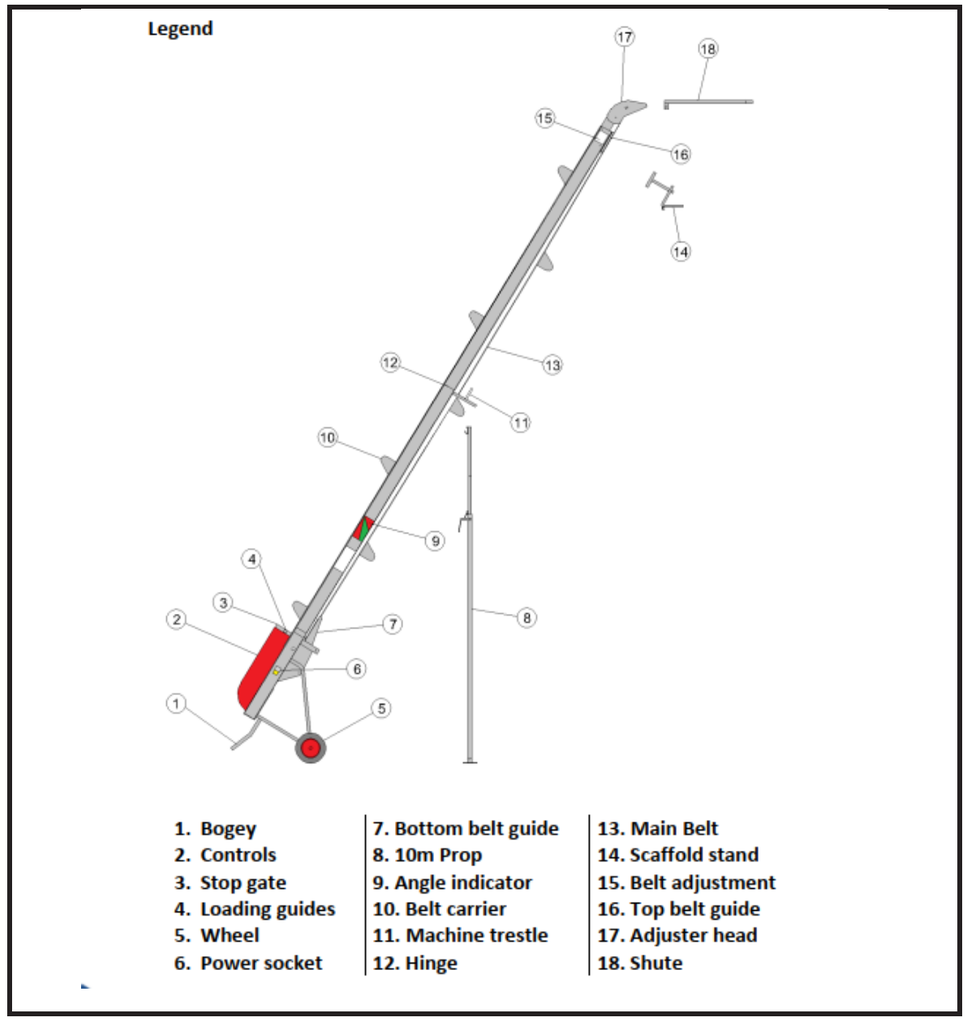
If you measure from the top of one batten to the top of another, this gives you the batten gauge. This allows you to work out the distance between the battens on the rest of the roof.

Use of bumper equipment.
Bumpa equipment to be positioned as close to the work area as possible and repositioned regularly to reduce manual handling required at roof level.
Fire extinguisher and spill kit to be situated next to the unit at all times when in use.
Operatives to ensure that a safe working zone is created around the unit before use.
Chapter 8 barriers, fencing and cones to be used as required to prevent any site users walking unde rtthe machine during use.

A pre-use inspection of the equipment is to be carried out daily.
In the event of any faults of defect being identified the machine should be taken out of use and reported to the supplier for repair.
Be sure that all decals are legible and in place.
Be sure the main belt is properly tensioned and in good condition.
Be sure the belt carriers are secure and in good condition.
Be sure the correct accessories are present.
Check the following components or areas for damage, modifications and improperly installed or missing parts: Electrical components, Limit switch, Handset, Wiring, Stop gate, Drive motor, Tyres and wheels, Brakes, Power on lights, Nuts, bolts and other fasteners, Scaffold clamp
Check entire machine for: Cracks in welds or structural components, Dents or damage to the machine,
Be sure that all structural and other critical components are present and all associated fasteners and pins are in place and properly tightened.

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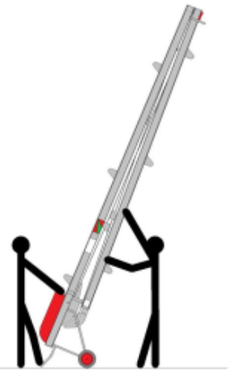
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Operating instructions:

1. To prevent risk of injury or damage to the machine, first select a suitable level area to open machine. Always check for overhead obstructions i.e. branches, cables etc. prior to opening the machine.

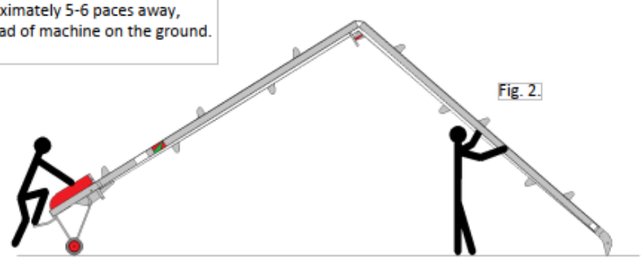
2. Lock wheel brakes on, then with man 1 standing on the hoop at the base of machine to counterbalance weight, (man 1 must remain in position to counterbalance machine throughout opening sequence). Man 2 raises the opposite end until machine bottoms on base hoop. (fig 1)

Fig. 1.



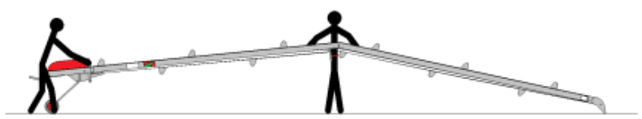
3. Release anti-luce catches and walk top boom approximately 5-6 paces away, then rest head of machine on the ground. (fig 2)

Fig. 2.



4. With man 2 supporting the machine at centre, (fig 3). Man 1 releases the brakes and walks the base backwards until the machine is fully open.

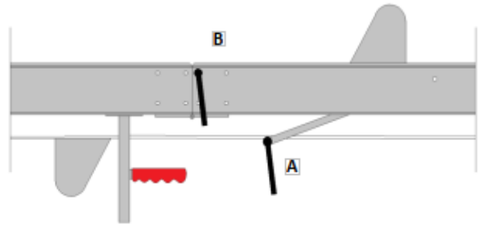
Fig. 3.



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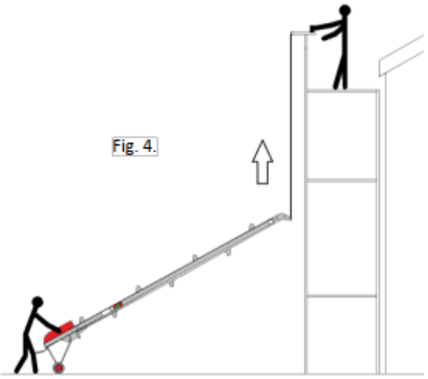
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5. Detach clip and remove hinge pin from belt retaining device **A** then locate pin through the hinge **B** and replace clip.



6. The head of the machine is now ready to be raised on to the roof/ scaffold by block and tackle or rope. Ensure lifting device is secure and safe. The base is guided and positioned by man 1. (fig. 4)

Fig. 4.



7. Once the machine head is on the scaffold, the stand can be positioned and fixed either to the scaffold boards or roof. (Fig. 5.) Alternatively the head can be clamped to the handrail using the clamp provided. (Fig. 6.) Ensure returning belt carriers clear scaffold before starting machine.

Fig. 6.

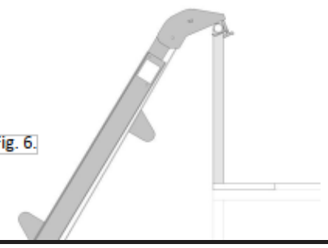
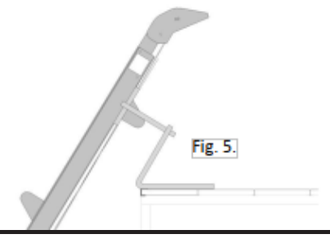


Fig. 5.



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8. With the machine secured on to the scaffold. The delivery chute is now fitted by slotting in to the head lugs. Then rotate and extend as required. (Fig. 7.)

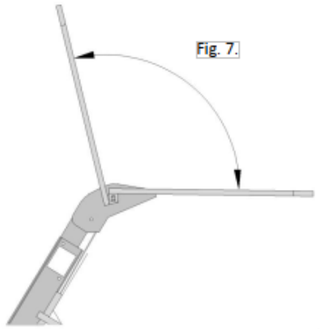
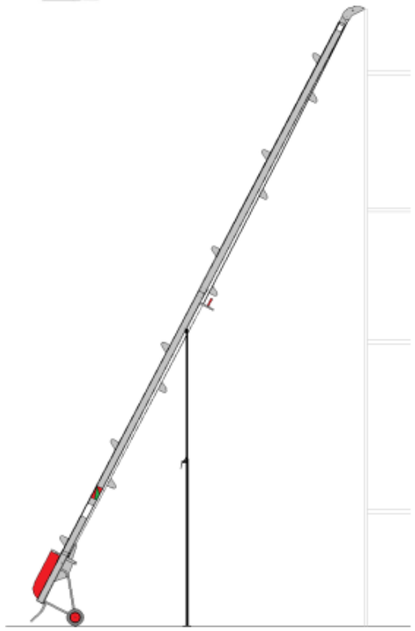


Fig. 7.

9. Fitting centre prop (10 metre machine only). Hook centre prop over prop rest on machine then push up adjust with lever until prop is vertical with machine straight. Prop is self-locking when extended, however lever must be lifted to retract.

Never operate 10 metre machine without prop in place as machine will be unstable. Periodically check prop positioning during operation.



10. When machine is erect, place first load onto loading hoop. Centralise loading guides and tighten to minimise un-even loading.

11. Plug in handset at head of machine. Plug in power supply. Start pre-operation checks.

Bumpa to be set at a controlled speed to ensure the materials being transported is not at an unmanageable rotation speed.
No more than 10Nr slates to be added to each loading knuckle.
Operative to be positioned at the top end of the Bumpa to collect the slates which are being transported to the roof level.
Roof slates to be lifted to the scaffold slate and stored securely adjacent to the work area.
Careful and correct manual handling techniques to be observed and always conducted to prevent injury.
Machine to be dismantled and stored inside the unit when not in use to prevent it being used to access the scaffold.

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Lay the roof slates
Now the roof has been set out correctly, with the battens at the right distance apart, its time to lay the slates.
Start by laying the under eaves course, creating a staggered pattern for stability – a 5mm gap between each slate is required to allow for natural expansion.
Continue this pattern until completion.

Installing Cedral Fibre Cement Ridge Tiles
Lay the underlay along the ridge apex of the roof ensuring a 5mm clear air gap is maintained between the top edges.
Fix the top course slate batten to suit the gauge of the slate size being used and fix an additional ridge fix batten downslope to enable the 60mm x 6.3mm self-sealing wood screw fixings to penetrate the ridge unit 50mm from its bottom edge.
Head nail the top course slates to the top battens either side of the ridge apex, ensuring a 5mm clear gap is maintained between the top edges.
Unroll the Ridge Roll (sold by others) centrally along the length of the ridge apex. (At gable ends the roll should overlap the gable end by approximately 50mm or in the case of a mortar bedded verge cut back 50mm from the gable).
Ensure the Ridge Roll is installed as per the manufacture's guidelines. IMPORTANT: Ensure the area of slates onto which the ridge roll will be adhering to is thoroughly dry and dust free.
Repeat this process along the entire length of ridge overlapping the roll ends by 100mm at each joint.
Locate the starter ridge stop end at one end of the roof apex, above the Ridge Roll, and drill and screw the end of the ridge to the ridge fix battens. Holes should be drilled 125mm from the effective ends, 50mm up i.e. ignoring the socket.
Install Sela woodscrews (by others) and tighten down avoiding excessive pressure on the ridge unit. Final hand tightening using a ring spanner avoids distortion or cracking of the capping. Apply a 6mm dia. butyl strip across the socket, 50mm from the end.

Removal and Replacement of Aluminium Ridge Tiles
Glazed atrium panels within 2m of the work area to be covered by aluminium coversafe mats or 18mm plyboard installed according to the above methodology.
Fixings and adhesive sealants to be removed and existing ridge tiles lifted from position.
Tiles to be passed to second operative at gutter level and stored safely.
Removed tiles to regularly be removed form the roof by wither rubble chute or scissor lift platform and disposed of in on site skip.

New aluminium ridge tiles to be transported to the roof via scissor lift.
Tiles to be stored in the gutter adjacent to the work area.
Tiles to be passed to second operative at ridge level and secured in place,
Tiles to be placed in position and secured in place.
Securing method TBC following intrusive investigation.

Gutter Works

Gutter Cleaning
Operatives to access the roof via fixed ladder scaffold.
Valley walk boards to be lifted from the gutter and transported to the scissor lift location fo transfer to roof level and disposal in the onsite skip.
Nails to be collected in waste bags.
All silt and debris in the gutters to be collected into waste bags. Bags to be sealed using cable ties and the bags stored securely.
Upon completion all waste bags to be removed via MEWP to ground level.
Care taken not to overload SWL of MEWP
Safely remove waste sacks. Do not throw from roof/height.

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Waste bags to be disposed of in onsite skip.

Gutter clearance using Jetwash bowser
The Jet wash bowser it to be setup at ground level in a secure area, operatives to barrier of area to protect from pedestrian traffic.
Lines to be safely transferred to the roof via MEWP or when not possible, hoisted up to roof level using rope or ensuring they are secured in a safe manner to prevent line slippage and clearly identified to prevent trip hazard.
Operatives to ensure they have their suitable PPE on for pressure washing – waterproofs, safety boots, goggles or visor, gloves.
The pressure washing equipment is attached to the hose reel which is then attached to the nearest water feed using a suitable adapter
Prior to commencement the equipment is inspected pre to use and the bowser to be filled with water from the agreed water source.
All outlets and drains are to be inspected prior to works commencing to ensure drainage is free flowing and free from obstructions.
Once filled up, the pressure washer can be switched on using the pull cable. The operative is to ensure the lance trigger is compressed before turning on the equipment to enable the release of pressure from the lance hose.
Once the water feed through the system is confirmed as functioning then the washing process is to commence and operatives can then begin gutter clearance.
The lance is directed around 30-40cm from the gutter substrate and the pressure is applied to the trigger to release the water from the equipment. The lance is moved in horizontal motions to clean the surface.
Outlets and drains are to be inspected periodically during the washing process to ensure drainage remains free flowing and clear of obstructions.
Waste generated from the washing process such as environmental build-up is to be monitored and the washing process halted periodically to be clear the waste as required.
Waste is to be collected and bagged in rubble sacks closed with cable ties and stored in a defined area prior to removal from roof.
Once an area of the roof is clean the process is to be repeated across the span of the roof.

Jetwash Bowser Operation
Bowsers to be established in suitable area ensuring it is located away from fire exits or designated walkway.
Bowsers to be visually inspected prior to use.
Fire extinguisher and fuel spill kit to always travel with bowsers.
Sufficient extinguisher and spill provision made at one extinguisher and kit per a bowser.
Fire extinguisher and spill kit is to be visible and located close to the generator for the duration of the works.
Jetwash Bowsers must have fuel spill tray situated on ground beneath engine block at all times.
Fuel spill tray to be regularly checked and fuel or oil wastage to be removed via spill kit.
Fuel to be stored in a suitable designated vestibule such a steel jerry can.
Fuel is to be securely stored in a designated area at ground level and brought to the bowser for refuelling and removed back to designated area.
Refuelling of generator to take place only when generator is switched off and has had sufficient time to cool to acceptable temperature to enable safe refuelling.
Bowser to be switched off when not in use.

Installation of Valley Decking Boards
New Valley Decking Boards to be transported gutter level via scissor lift.
Boards to be laid in place in the gutter and secured with nails

Storage of Fuel
All fuel to be carried in suitable fuel specific jerry cans.
Black Jerry Can = Diesel 5ltr Plastic / 20ltr Metal.
Green Jerry Can = Petrol 5ltr Plastic / 20ltr Metal.
All fuel canisters to be stored securely within the designated area.

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All fuel to be stored securely within confines of chemical storage bund.
Fire Extinguisher provision to be kept with the storage container local to fuel bund.

Storage and Dispose of Roof Coatings
All paint cans to be stored within the site container, locked during and after shift hours.
All liquid coating materials to be stored securely within confines of chemical storage bunds.
Paint to be stacked on top of each drum – 2-3 high.
Storage container is metal and kept away from the main building.
Once opened, the paint can be re-used the following day if the lids are securely fastened.
Once all paints are applied and the drums are empty, these need to be left within the secure container ready for overnight curing.
The following day, once the outstanding paint lining the cans has cured, the tins labels are to be removed or painted over, making the drums safe for disposal in the designated skip.

Decoration Works

Task specific PPE: Refer to product COSHH assessments
All materials to be transported to the roof via scissor lift or pulley system as required.
Waste to be bagged up as required and regularly returned to ground level via scissor lift or rubble chute.
All waste to be placed in NSS skip. Skip to be secured when not in use.
Operatives are to use decorating consumables as laid out in the paint specification.

Clean the surface: Operatives to clean the painted surface of dust, dirt and environmental contamination. For painted surfaces that are in sound condition, remove dust with a clean, dry cloth, de-gloss the surface with light sanding, and wipe with mineral spirits to ensure good adhesion. To remove persistent dirt, wash surfaces with a mild detergent solution or with a commercial product recommended for cleaning painting surfaces. To properly prepare new metal surfaces, use mineral spirits to remove grease and apply a rust-inhibitive primer before painting.

Remove loose and peeling paint. If the old paint is in poor condition, remove it by hand wire brushing, sanding, or scraping being careful not to polish the steel to prevent adhesion failures.

Remove rust. When preparing metal for paint, checking for rust is important to make sure that the paint will adhere properly to the surface. To restore lightly rusted metal surfaces to their original state, use a brush to clean off loose rust, sand the area, and apply a high-quality rust-inhibitive primer.

Repair small holes and dents. To repair holes and dents, sand the area until you reach bare metal and wipe with a degreaser mixed with mineral spirits. For small holes and dents apply linseed putty into the hole and/or dent. For larger holes, apply epoxy filler to the edge of the hole, cut a piece of fiberglass mesh approximately one inch larger than the hole, and press it into the filler. Then, cover the mesh with putty working your way from the edge toward the centre of the hole.

Brush Painting. When using a brush, paint should be worked into all crevices and corners whenever possible. Any runs or sags should be immediately brushed out. Hard-to-reach places may be painted by using sheepskins or daubers. Thorough mixing of the paint before it is applied is essential. A mechanical mixer should be used for stirring the paint when required.

Rolling Painting. Dip the roller lightly into the paint, the paint should cover less than half of the roller. Then roll it backward and forwards on the ramp of the tray to evenly distribute the paint on the roller cover. Roll the paint onto the surface in a large zigzag pattern. Then fill in the space with criss-cross strokes.

Prime the surface. Priming is a very important step in preparing metal for paint, especially if the surface will be exposed to moisture. Iron oxide and zinc chromate primers, for exterior iron and steel. Priming immediately after cleaning the

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surface is imperative to prevent dust or dirt from accumulating and flash rust (rust that occurs within hours) from forming.

Wooden Surfaces: Mix a primer coat in a paint scuttle and stir. Mix to consist of 50% paint, 30% linseed oil, 15% balsam turpentine. Apply the primer coat the entire surface. This should be followed by two coats of 100% paint. Paint is to be applied using a hog hair brush, and finished with an ox hair brush 20 minutes later. The paint should be left for 24 hours between each coat.

Metal Surfaces: For metal surfaces an iron oxide primer, mixed as per the above methodology, should be spot applied to any areas of bare metal / rust. Three coats of 100% paint should then be applied to the surface. Operations to leave 24 hours between the application of each coat.

Lead Works

Lead Removal
Task Specific PPE: Gloves / Dust Mask.

Operatievs to access roof via fixed scaffold.
Operatives to wear correct PPE – gloves, dust mask.
All lead to be removed from the valley gutters using hand tools.
Lead to cut into manageable sizes with cladding snips.
All lead to be removed through internal access point with MEWP up to internal hatch and taken to ground level.
Chapter 8 barriers to be put in place around working area and MEWP.
Lead is NOT to be cut with a grinder or anything that can create fumes, snips only for fume free cut.
Lead is then to be loaded into a secure storeroom and locked at ground level.

Plyboard installation
Task Specific PPE: Gloves / eye protection

Valley gutter to be measured and timber plyboard to be cut at ground level using hand power tools and PPE, circular saw, glasses, dust mask, gloves.
Once timber is cut, timber is to be loaded up through internal hatch using MEWP. Gloves, hard hat. Chapter 8 barriers to be put in place around working/loading area.
Once the timber is loaded, timber is to be put into position and then fixed with wood screws using hand power tools - impact gun, combi drill, gloves, glasses.
When plyboard installation complete, work area must be tidied and all waste removed using MEWP through internal hatch. sweeping brush, rubble bags, dust mask, gloves.
All timber cut off waste is to be placed into the onsite skip once removed from working area.
Above is to be repeated to all 4 phases to lower Campfield.

Lead Replacement
Lead replacement works to be completed by specialist contractor.
NSS Site manager to ensure training all subcontractors have competed site induction and appropriate training certificates have been provided (including IPAF for MEWP operation.)
Contractor to replace the lead on all valleys and carry out an inspection of all lead other work, repairing and replacing any damaged areas as required.
Regular inspections of the work area to be carried out by the NSS site manager.

Installation of Pig Diverters

Pre use checks and inspection to be completed on the scissor lift as outlined above.
Scissor lift to be positioned under the desired diverter location internally.

Consideration to be made to other users of the hall. Hard barriers to be used to create an isolation zone around the scissor lift as required.
All materials to be lifted to roof height via scissor lift.
Diverters to be positioned as required and secured in place around columns or other building structure using rope. .
Hose to be connected to the diverter running to ground level.
Scissor lift to be moved to the next diverter location and the process repeated until all diverters are in place.
Once installation has been competed plastic bins to be placed under the diverters at ground level.
Water level in the bins to be monitored regularly during / following periods of bad weather and emptied as replied.

Removal of Internal Panels to Survey Building Structure

Operatives to set up PASMA Tower as per the above methodology.
Chapter 8 barriers to be set up around the tower to create a safe working zone away from vehicles maneuvering inside the Lower Campfield building.
Operatives to remove fixings around internal liner panel.
Panel to be removed and passed to ground level.
Panel to be stored safely on site for later reinstatement.
Operatives to supervise survey of the structure being undertaken by client's representative.

Removal of Lighting Panel for Client Inspection

DG Electrical services are to remove a lighting panel for inspection.
NSS Site manager is to check subcontractor's training certificates prior to allowing works to commence.
Sub contractor to provide proof of IPAF training prior to works commencing.
NSS site manager to work with subcontractor to ensure that sufficient barriers and signage are in place around the working area to prevent unauthorized access to the area.

Exterior Façade Decoration Works

Task Specific PPE: Refer to product COSHH assessments

All works to take place from the scaffold working platform.
All materials to be transported to the roof via scissor lift or scaffold tower staircase as required.
Waste to be bagged up as required and regularly returned to ground level via scissor lift or rubble chute.
All waste to be placed in NSS skip. Skip to be secured when not in use.
Operatives are to use decorating consumables as laid out in the paint specification.

Prep/Clean the Surface
Operatives to clean the external masonry and any painted surface of dust, dirt and any oils using jetwash and sugar soap. Operatives are to eliminate any environmental contamination.
For painted surfaces that are in sound condition, remove dust with a clean, dry cloth, de-coat the surface with light sanding, and wipe with mineral spirits to ensure good adhesion.
To remove persistent dirt, wash surfaces with a mild detergent solution recommended for cleaning painted surfaces / external masonry walls.
To properly prepare new metal surfaces, use mineral spirits to remove grease and use wire brushes, scrapers, and drills/grinders with wire brush attachments to remove rust and paint in heavily corroded areas.
Ensure all masonry surfaces are fully prepped removing any mortar snags or stains to the external walls.

Remove Loose Mortar, Loose and Peeling Paint and Stains
If the old paint or masonry is in poor condition, remove any defects / stains by hand wire brushing, mechanical prep, sanding, or scraping being careful not to polish the steel to prevent adhesion failures. Care to be taken not to damage any masonry walls.

Remove Rust
When preparing metal for paint, checking for rust is important to make sure that the paint will adhere properly to the surface.
To restore rusted metal surfaces to their original state, use a brush to clean off loose rust, sand and wire brush the area, and apply Dulux zinc phosphate primer.

Repair Small Holes, Dents and Rough Edges
To repair holes and dents, sand the area until you reach base metal and wipe with a degreaser mixed with mineral spirits.
For small holes and dents apply a putty into the hole and/or dent. For larger holes, apply epoxy filler or metal filler.
Ensure to sand flat or to the profile of the exterior
Elastofill decoration cork to be used to rough edges to make good and painted once dry.
To repair mortar joints, scrape/hack out old failing mortar until clear. Clean the area with water and compressed air to remove all dust and debris.
One the wall is dry and clean, mix the mortar and repoint using a repointing tool, leave to semi-dry before finishing with a joint striking tool to leave the desired finish to match the existing.

Brush Painting
Paint is to be applied using brush and roller.
When using a brush, paint should be worked into all crevices and corners whenever possible.
Any runs or sags should be immediately brushed out.
Thorough mixing of the paint before it is applied is essential.
A mechanical mixer should be used for stirring the paint when required.

Roller Painting
Dip the roller lightly into the paint, remove and excess paint.
Then roll it backward and forwards on the ramp of the tray to evenly distribute the paint on the roller cover.
Roll the paint onto the surface in a large zigzag pattern.
Then fill in the space with criss-cross strokes.
Apply additional pressure when going over mortar joints to fully cover the indented areas.

Priming the Surface
Priming is a very important step in preparing surfaces for paint, especially if the surface will be exposed to moisture.
Zinc phosphate is to be used for exterior metal and Dulux weather shield quick dry primer undercoat for timber. Priming immediately after cleaning and prepping the surface is imperative to prevent dust or dirt from accumulating and flash rust (rust that occurs within hours) from forming.
Bare external masonry surfaces should be sealed using a thinned coat of Dulux weather shield smooth masonry paint. Seal coat should be 1 part water to 5 parts paint.

Applying the Paint
Once primed, mix the Dulux paint and pour into a paint scuttle and restir.
Apply the 1st coat of paint using a brush and roller.
This should be followed by an additional coat of paint.
On metal, Metal shield is to be used. On timber Weather shield is to be used. On masonry, Dulux Weather shield smooth masonry is to be used.
The paint should be left for 6-8 hours between each coat and 2 coats are required once cleaned, prepped, and primed.

Paint Specifications to be Used
Arran Colour match:
Dulux Weather shield. (Timber)
Colour code: 50BG41044
Satin

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Restoration white colour match:
Dulux Metal shield. (Metal)
Colour code: 53YY77064
Satin

Barn red colour match:
Dulux Metal shield. (Metal)
Colour code:30YR07354
Satin.

Wood primer:
Dulux weather shield quick dry primer undercoat.
Colour: White

Metal Primer:
Dulux zinc phosphate primer.
Colour: Light grey.

Masonry:
Dulux Weather shield smooth masonry paint Colour: Black.

Equipment Required
PPE
Task specific PPE as outlined in COSHH Assessment
Gloves, Dust mask, Safety glasses, Hard hat, Hi Vis vest

Hand tools/Equipment:
Wire brushes, sandpaper, Sealant guns, Utility knives, Scrapers, Rags, Paint brushes, Paint scuttles, Roller arms, Roller sleeves, Mortar pointing tools, Bucket, Trowel, Hardboards.

Hand power tools:
Cordless palm sanders, Combi drills with wire brush attachments, Grinder with sanding pad attachments, Jetwash with line and lance.

Emergency Procedures

Rescue Plan for Roof via Fixed Scaffold

Self Rescue: If suitably fit to; injured party to exit the roof via the access and egress fixed scaffold. If practical, first aid to be delivered prior to egress to make self-rescue as comfortable as possible. Should the injured party require medical assistance; this should be called for at the earliest opportunity.

Assisted Rescue: If suitably fit to; injured party to exit the roof via the access and egress fixed scaffold. Second operative to aid injured party egress by supporting operative during descent. At any time should the operative be unable to assist; rescue must cease. First aid to be delivered prior to egress to make assisted rescue as comfortable as possible. In this scenario it is likely the injured party will require medical assistance; this should be called for at the earliest opportunity.

Professional/Mechanical Rescue: If the person or persons are incapacitated such that they are unable to descend the fixed scaffold even with the assistance of others, then their condition is likely to be such that only the professional medical or rescue services (ambulance and/or fire service) would have sufficient knowledge and skills to

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effect a safe and successful rescue. It is highly likely that in such circumstance, persons without such professional medical and rescue knowledge and skills, could potentially cause further injury and/or significant risk to themselves or the person or persons in need of rescue. Whilst delivering first aid and preparing for the attendance of medical professionals, NSS to arrange for a sufficient Mobile Elevated Working Platform to attend site should it be required for retrieval.

1. The rescue machine must be positioned to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
2. The platforms must be adjacent to each other with a minimal gap between them.
3. A double lanyard must be attached to the person being rescued and the MEWP anchor point before the rescue takes place.
4. Care must be taken not to overload the rescue machine this may mean making more than one journey to complete the rescue.
5. Where Mid Air rescue is not possible via the NSS fleet of Mobile Elevated Work Platforms due to site conditions or where the emergency services deem necessary then the emergency services shall intervene.

Rescue Plan for Scaffold

Self Rescue: If suitably fit to; injured party to exit the scaffold via access and egress point. If practical, first aid to be delivered prior to egress to make self-rescue as comfortable as possible. Should the injured party require medical assistance; this should be called for at the earliest opportunity.

Assisted Rescue: If suitably fit to; injured party to exit the scaffold via access and egress point. Second operative to aid injured party egress by supporting operative during descent. At any time should the operative be unable to assist; rescue must cease. First aid to be delivered prior to egress to make assisted rescue as comfortable as possible. In this scenario it is likely the injured party will require medical assistance; this should be called for at the earliest opportunity.

Professional/Mechanical Rescue: If the person or persons are incapacitated such that they are unable to descend the scaffold even with the assistance of others, then their condition is likely to be such that only the professional medical or rescue services (ambulance and/or fire service) would have sufficient knowledge and skills to effect a safe and successful rescue. It is highly likely that in such circumstance, persons without such professional medical and rescue knowledge and skills, could potentially cause further injury and/or significant risk to themselves or the person or persons in need of rescue. At this point, the second operative must only deliver first aid, if safe to do so, in preparation for the attendance of medical professionals.

1. The rescue machine must be positioned to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
2. The platforms must be adjacent to each other with a minimal gap between them.
3. A double lanyard must be attached to the person being rescued and the MEWP anchor point before the rescue takes place.
4. Care must be taken not to overload the rescue machine this may mean making more than one journey to complete the rescue.
5. Where Mid Air rescue is not possible via the NSS fleet of Mobile Elevated Work Platforms due to site conditions or where the emergency services deem necessary then the emergency services shall intervene.

Rescue Plan for Ladder

Self Rescue: If suitably fit to; injured party to descend the ladder. Should the injured party require medical assistance; this should be called for at the earliest opportunity.

Assisted Rescue: If suitably fit to; injured party to descend the ladder with assistance of a second operative to aid injured party egress by supporting operative during descent. At any time should the operative be unable to assist;

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rescue must cease. In this scenario it is likely the injured party will require medical assistance; this should be called for at the earliest opportunity if required

Professional/Mechanical Rescue: If the person or persons are incapacitated such that they are unable to descend the scaffold even with the assistance of others, then their condition is likely to be such that only the professional medical or rescue services (ambulance and/or fire service) would have sufficient knowledge and skills to effect a safe and successful rescue. It is highly likely that in such circumstance, persons without such professional medical and rescue knowledge and skills, could potentially cause further injury and/or significant risk to themselves or the person or persons in need of rescue. At this point, the second operative must only deliver first aid, if safe to do so, in preparation for the attendance of medical professionals.

Access Platform - Emergency Rescue / Descent Procedure

Under normal circumstances, the back-up systems built into NSS Mobile Elevated Platforms will allow the operator to bring the platform of the machine to ground level under controlled conditions. It is extremely unusual for these systems to fail.

All NSS MEWP operators and supervisors are trained on the emergency procedures as outlined below.

Emergency Situation
Failure of cage mounted functions while elevated
Proposed Action
Where the normal cage control functions fail, the second operative/banksman will use the auxiliary controls from the platform to lower the boom safely to the ground

Emergency Situation
Failure of the operator to operate the MEWP functions whilst elevated due to being incapacitated or upper auxiliary failure
Proposed Action
Where the operator is incapable of lowering the MEWP from the upper controls; the second operative trained in the use of the MEWP will lower the platform using the lower ground controls

Emergency Situation
Failure of lower ground controls
Proposed Action
Where the lower ground controls fail to allow the platform to be lowered safely; the second operative will use the auxiliary ground controls to lower the platform safely to the ground

Emergency Situation
Failure of ALL normal and auxiliary lowering functions
Proposed Action
Where ALL control functions have failed the second operative shall contact NSS to report the machine failure and request an engineer to attend. MEWP to MEWP mid-air rescue will be initiated as required

In the event of system failure of all normal and auxiliary controls and the inability to action onsite or repairs then the Mid Air rescue procedure is deployed.

Mid Air rescue by a support vehicle from the NSS fleet of Mobile Elevated Work Platforms
1. The rescue machine must be positioned to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
2. The platforms of both machines must be adjacent to each other with a minimal gap between them.
3. A double lanyard must be attached to the person being rescued and the anchor points on both machines before the rescue takes place.

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4. Care must be taken not to overload the rescue machine this may mean making more than one journey to complete the rescue.
5. Where Mid Air rescue is not possible via the NSS fleet of Mobile Elevated Work Platforms due to site conditions then the emergency services shall be contacted.

Rescue Plan for Roof via MEWP

Self Rescue: If suitably fit to; injured party to exit the roof via the MEWP. If practical, first aid to be delivered prior to egress to make self-rescue as comfortable as possible. Should the injured party require medical assistance; this should be called for at the earliest opportunity.

Assisted Rescue: If suitably fit to; injured party to exit the roof via the MEWP. Second operative to aid injured party egress by supporting operative during transit and operating the MEWP. At any time should the operative be unable to assist; rescue must cease. First aid to be delivered prior to egress to make assisted rescue as comfortable as possible. In this scenario it is likely the injured party will require medical assistance; this should be called for at the earliest opportunity.

Professional/Mechanical Rescue: If the person or persons are incapacitated such that they are unable to be moved, then their condition is likely to be such that only the professional medical or rescue services (ambulance and/or fire service) would have sufficient knowledge and skills to effect a safe and successful rescue. It is highly likely that in such circumstance, persons without such professional medical and rescue knowledge and skills, could potentially cause further injury and/or significant risk to themselves or the person or persons in need of rescue. Whilst delivering first aid and preparing for the attendance of medical professionals, NSS to arrange for a sufficient Mobile Elevated Working Platform to attend site should it be required for retrieval.

1. The rescue machine must be positioned to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
2. The platform must be as close to the roof as possible with a minimal gap between them.
3. A double lanyard must be attached to the person being rescued and the MEWP anchor point before the rescue takes place.
4. Care must be taken not to overload the rescue machine this may mean making more than one journey to complete the rescue.
5. Where Mid Air rescue is not possible via the NSS fleet of Mobile Elevated Work Platforms due to site conditions or where the emergency services deem necessary then the emergency services shall intervene.

Rescue Plan for PASMA Tower

Self Rescue: If suitably fit to; injured party to exit the tower via the access and egress point. If practical, first aid to be delivered prior to egress to make self-rescue as comfortable as possible. Should the injured party require medical assistance; this should be called for at the earliest opportunity.

Assisted Rescue: If suitably fit to; injured party to exit the tower via the access and egress point. Second operative to aid injured party egress by supporting operative during descent. At any time should the operative be unable to assist; rescue must cease. First aid to be delivered prior to egress to make assisted rescue as comfortable as possible. In this scenario it is likely the injured party will require medical assistance; this should be called for at the earliest opportunity.

Professional/Mechanical Rescue: If the person or persons are incapacitated such that they are unable to descend the PASMA tower even with the assistance of others, then their condition is likely to be such that only the professional medical or rescue services (ambulance and/or fire service) would have sufficient knowledge and skills to effect a safe and successful rescue. It is highly likely that in such circumstance, persons without such professional medical and rescue knowledge and skills, could potentially cause further injury and/or significant risk to themselves or the person or persons in need of rescue. Whilst delivering first aid and preparing for the attendance of medical professionals, NSS to arrange for a sufficient Mobile Elevated Working Platform to attend site should it be required

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for retrieval.

1. The rescue machine must be positioned to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
2. The platforms must be adjacent to each other with a minimal gap between them.
3. A double lanyard must be attached to the person being rescued and the MEWP anchor point before the rescue takes place.
4. Care must be taken not to overload the rescue machine this may mean making more than one journey to complete the rescue.
5. Where Mid Air rescue is not possible via the NSS fleet of Mobile Elevated Work Platforms due to site conditions or where the emergency services deem necessary then the emergency services shall intervene.

Method of Access and Egress to the work area:	Access/Egress 1: Fixed Tower Scaffold Access/Egress 2: HAKI Tower Access/Egress 3: Internal Fixed Ladder - Emergency roof access ONLY Access/Egress 4: MEWP – Scissor – Material Transfer and Emergency Access ONLY Access/Egress 5: PASMA Tower – Internal survey use ONLY *Scissor lift to be used for the transport of materials and waste to and from the roof surface only. Only to be used to access the roof surface in an emergency situation where* scaffold access tower are out of use. Internal fixed ladders to be used as emergency exit route only.
Fall Protection Measures: (Where work at height cannot be eliminated - consider both Personnel & Materials)	Fall Protection Measure 1: Scaffold Edge Protection Fall Protection Measure 2: MEWP Basket Fall Protection Measure 3: Safety Netting Fall Protection Measure 4: Harness and Lanyard Further Comments: Scaffold has been designed to allow a fall arrest connection. Operatives to remain connected to the scaffold via rope & grab during glazing works.

Required Personnel Protective Equip:

				
Head Protection	Hi-Vis Vest	Protective Footwear	Fall Restraint	Fall Arrest
☒	☒	☒	☒	☐
				
Gloves	Eye Protection	Hearing Protection	Protective Clothing	Respiratory Protection
☒	☐	☐	☒	☒

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	Personal Protective Equipment is to be used in accordance with approved training and company policy	
Welfare:	On-site Welfare (Client) Comments: Internal welfare services provided.	
Waste Disposal:	Waste should be segregated in clear plastic bags or designated waste stream skips or bins. Waste to be managed as per the waste hierarchy in Regulation 12 of the Waste England and Wales Regulations 2012. 1. Prevention 2. Re-Use 3. Recycle 4. Disposal All waste will be disposed of in line with our ISO 14001 Environmental Management System	
Waste Skip or Waste Transfer	On Site Waste Skip (NSS)	
Any additional environmental considerations:	Noise	
	Will excessive noise be created?	No
	Is sound measurement required on site?	No
	Nuisance	
	Will the works cause nuisance to the occupants/neighbours? Odour, noise, dust, inconvenience etc.	No
	Have working hours been changed to accommodate the above?	No
	Air Emissions	
	Will NSS activities increase air emissions excessively?	No
	Environmentally Sensitive Areas	
	Is there part of the site deemed an environmentally sensitive area which will affect NSS Works? Inc. Watercourses	No
	Who will manage control measures to protect the area	N/A
Environmental concerns	Report all environmental concerns to safety@nssgroup.com	
Emergency Procedures:	Fire procedure as per clients site specific management plans	
First Aid Facilities:	Emergency Contact Number	**03459 677 477** **111 for Medical Advice**
	First Aid Box Location:	NSS Site Office Within cab of NSS Vehicle

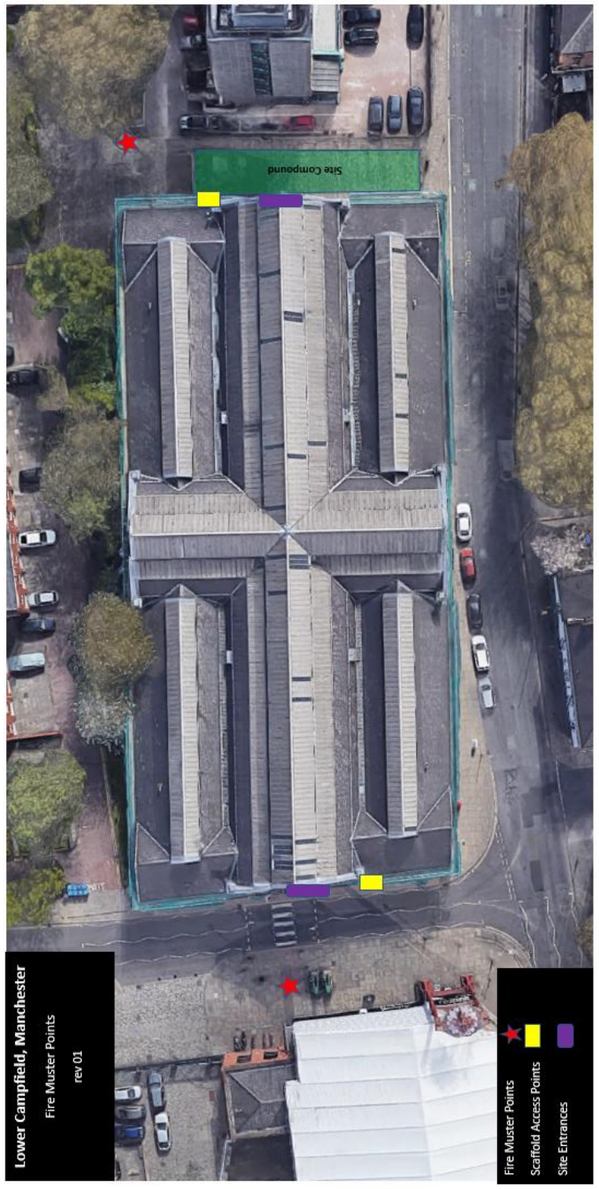
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	Location of Nearest Hospital:	Manchester Royal Infirmary Oxford Road Manchester M13 9WL 1.5 miles from site

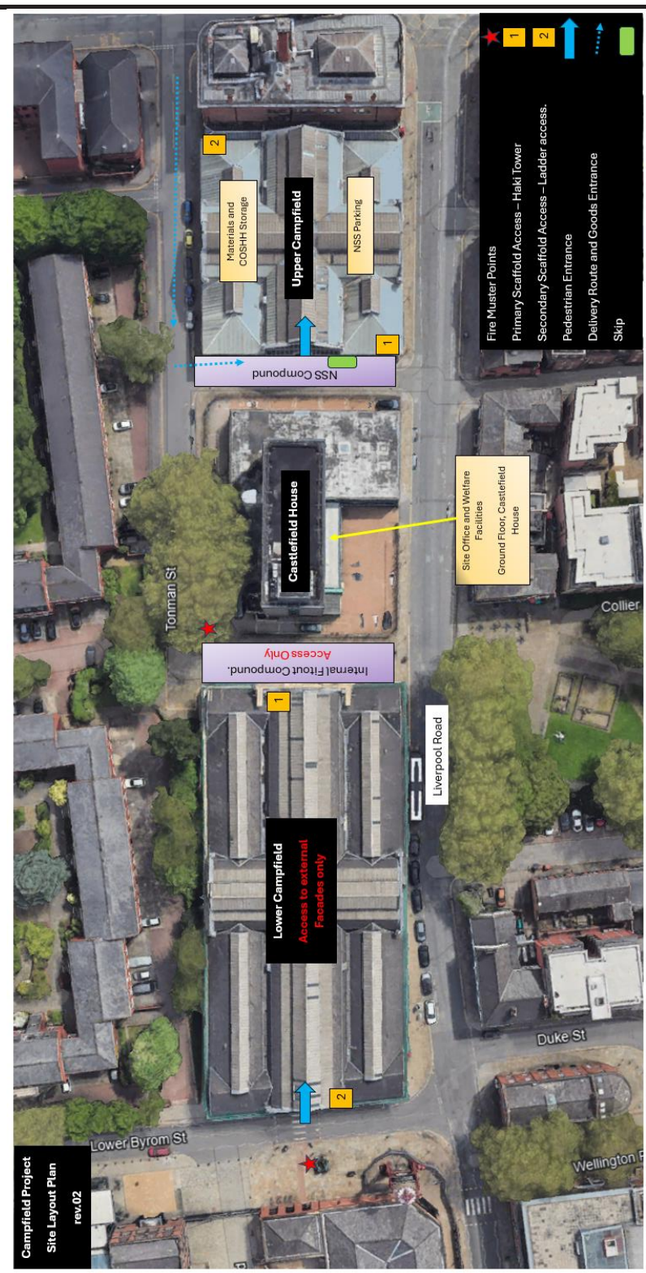
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Site Plan

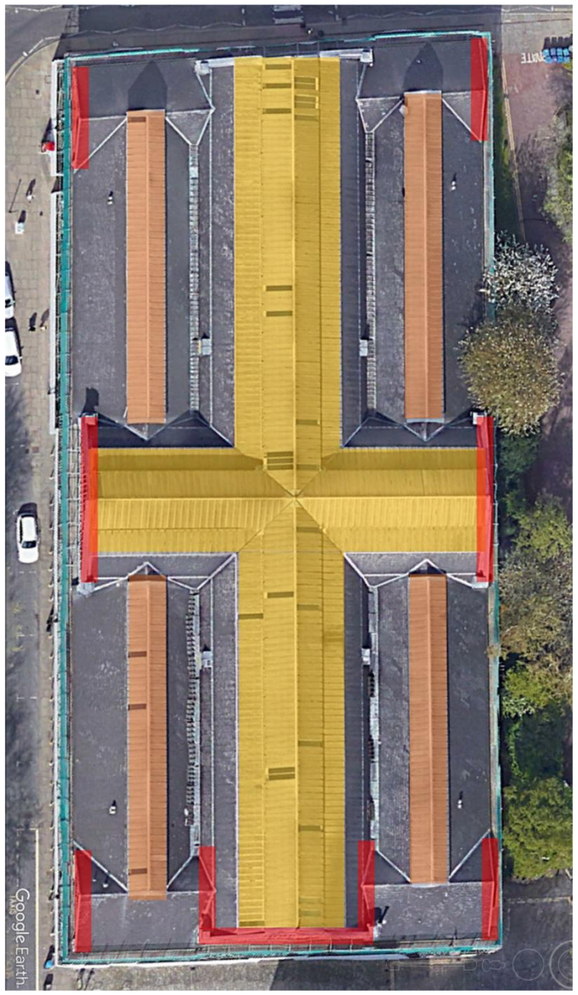


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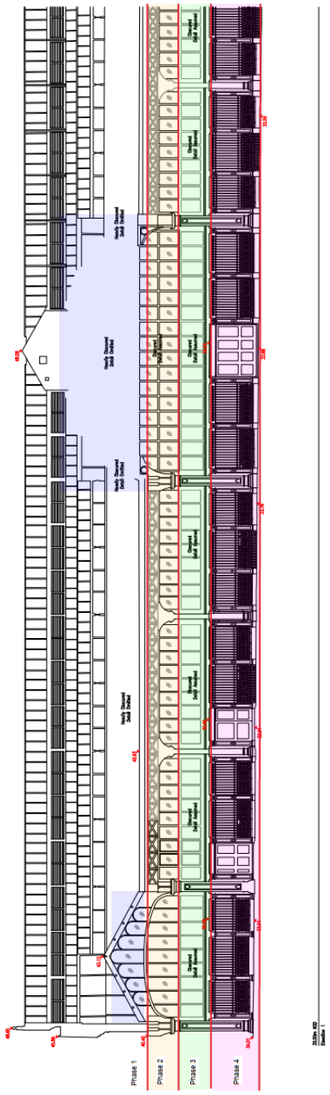


Lower Campfield Scaffold Sequence Plan – Key (Working Platform already installed)
Scaffold Phase 1
Scaffold Phase 2
Scaffold Phase 3

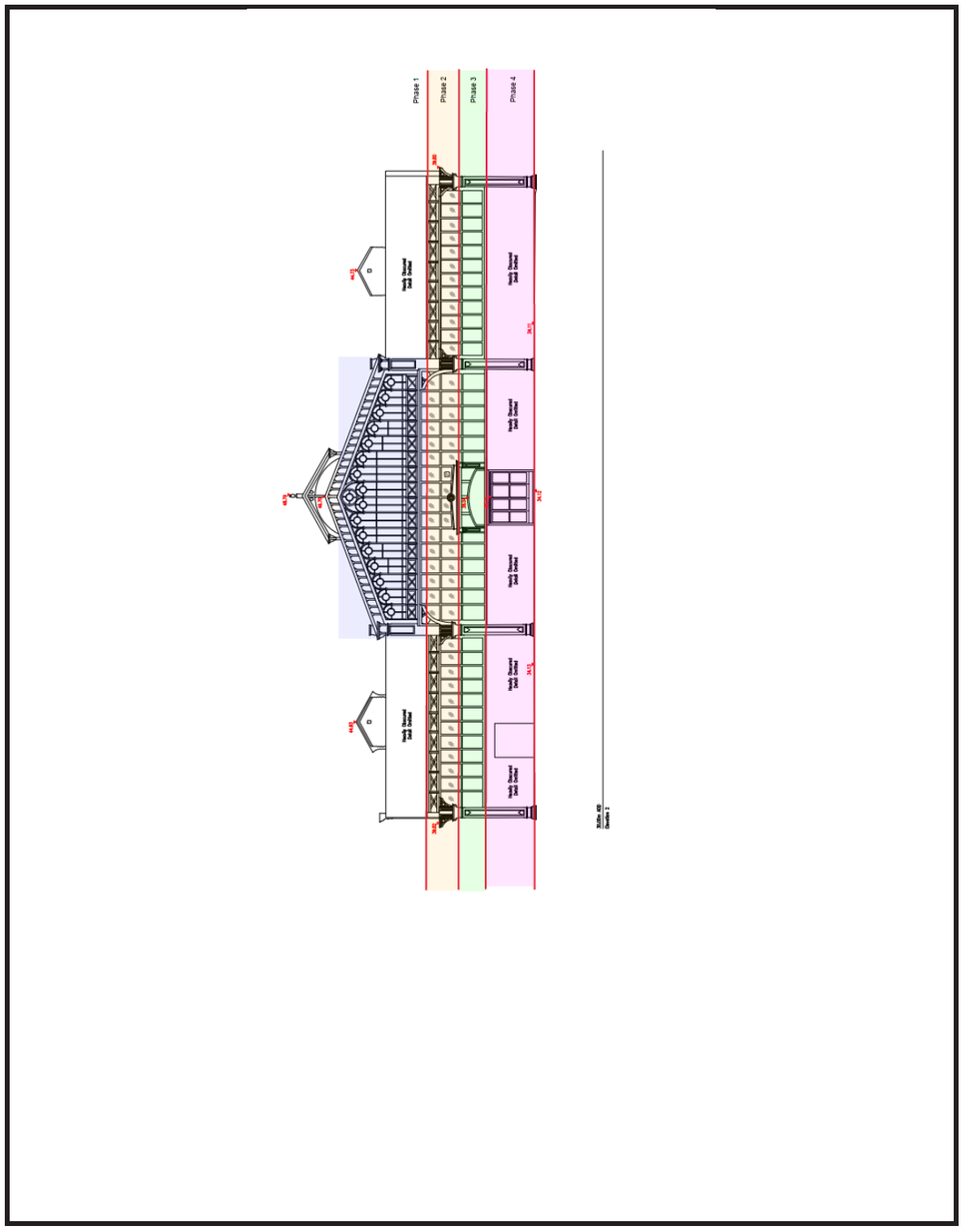
Lower Campfield Scaffold Sequence Plan – Notes
Working Platform – Already Installed / Required for Duration
Scaffold Phase 1 – Central Glazing Lanterns
Scaffold Phase 2 – Outlaying Glazing Lanterns
Scaffold Phase 3 – Pike Decoration and Flashing Details

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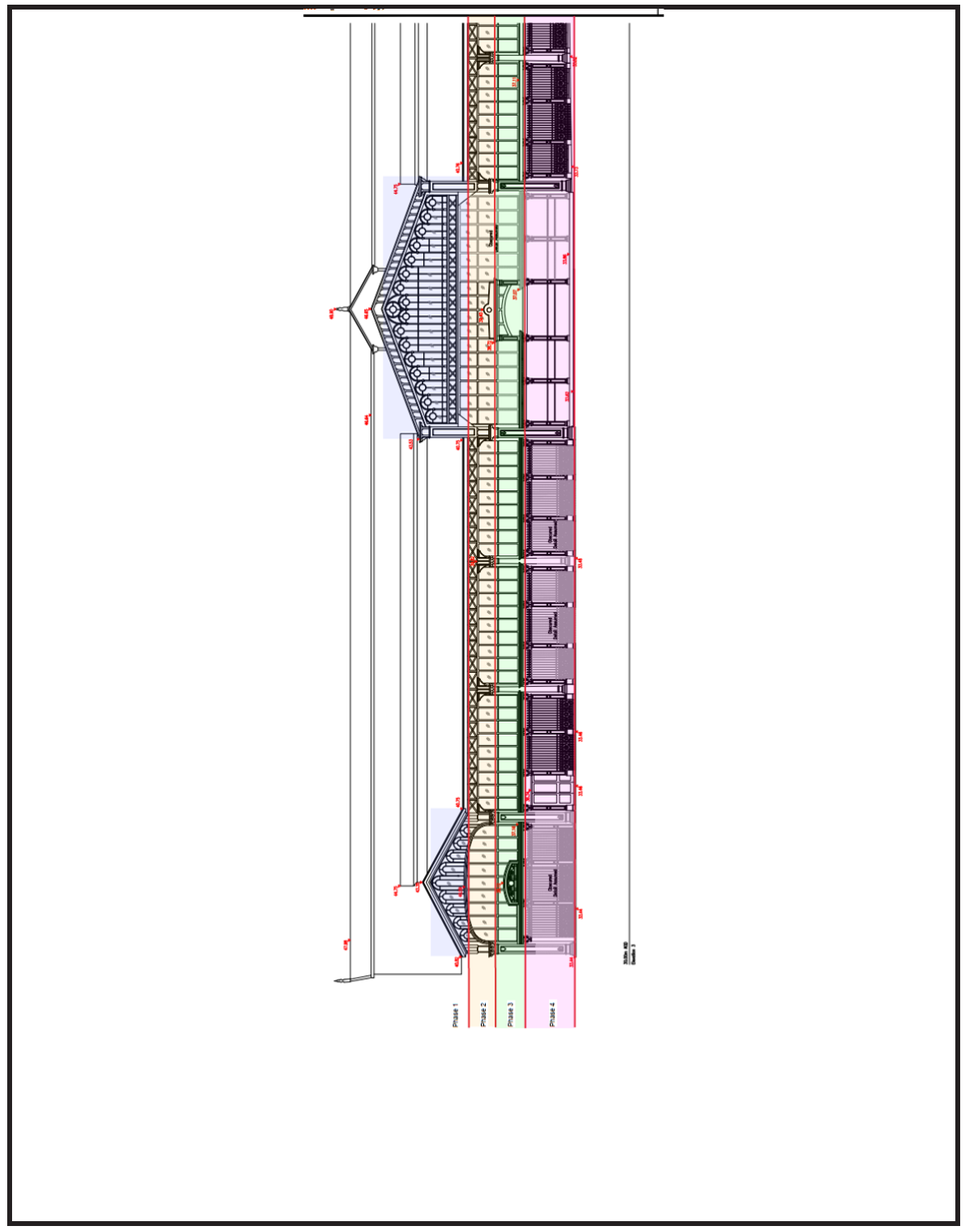


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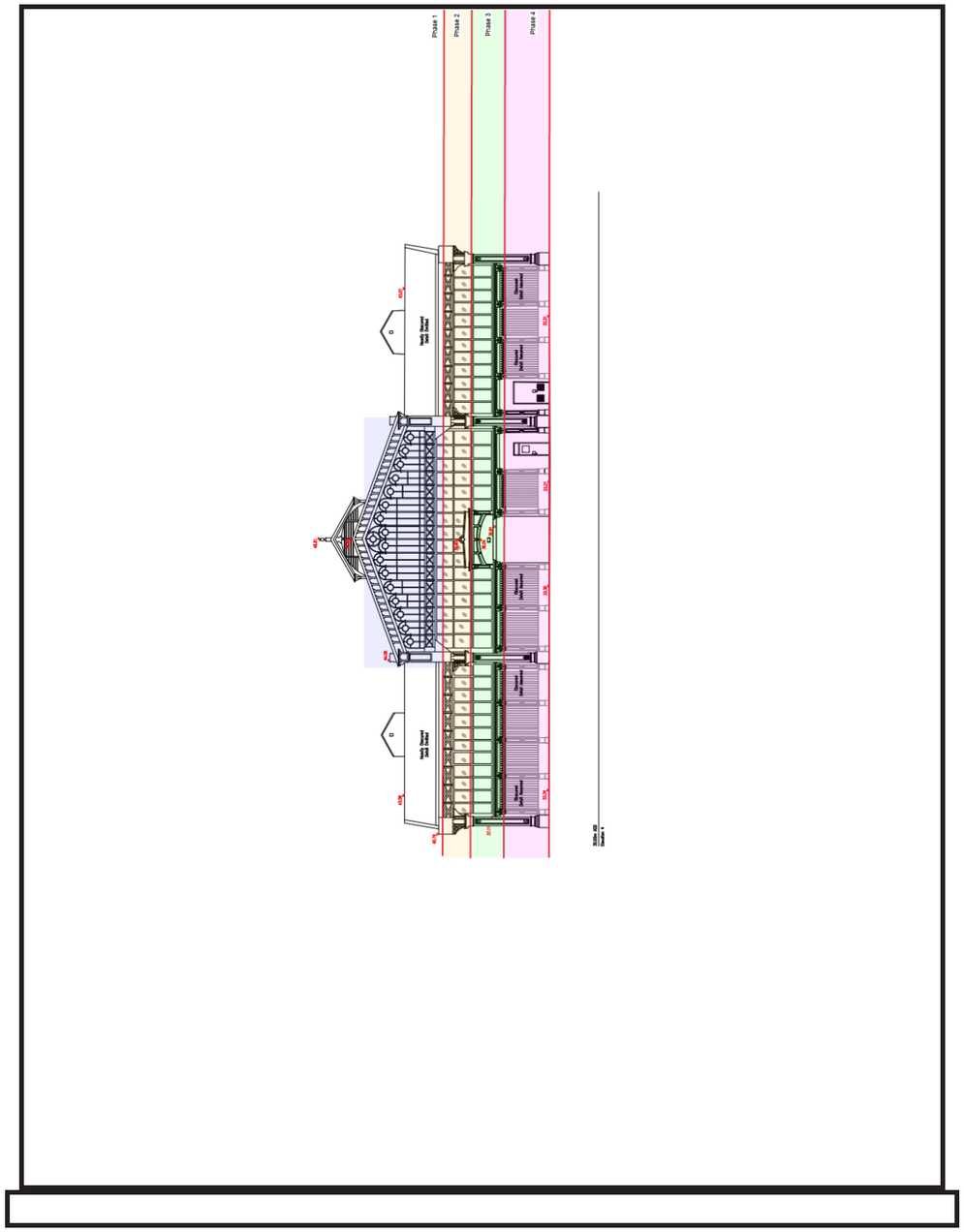


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Maintenance

Risk Assessments	This method statement is to be read in conjunction with the following risk assessments as included in this document.
	☒ RA GEN – General Site Working ☒ RA PPE – Personal Protective Equipment ☒ RA SLIP – Slips, trips and falls ☒ RA MAN – Manual Handling ☒ RA WEATHER - Inclement Weather ☒ RA WAH - Working at Height ☒ RA MEWP - Use of MEWPS ☒ RA TRANS – MEWP to Roof Transfer ☒ RA H&L – Use of Harness and Lanyards ☒ RA PASMA – Use of Mobile Alloy Towers ☒ RA SCAFF – Fixed Scaffolds for Access ☒ RA POWER – Use of Power Tools ☒ RA TOOLS – Hand Tools and Equipment ☒ RA LAD - Ladders ☒ RA SPRAY – Applying Specialist Coatings (Inc. Spraying) ☒ RA COMMS - Communication & Co-ordination ☒ RA VEH – Vehicle Movements ☒ RA COSHH – Hazardous Substances ☒ RA NNLW – Asbestos NNLW ☒ RA FRAGILE – Work on Fragile Roofs ☒ RA FALLS – Openings and Edges ☒ RA GLASS – Glazing Works ☐ RA ROPE – Rope Access Works ☒ RA JET – Pressure Washing ☒ RA HOT– Hot Works ☒ RA WEILS - Leptospirosis, Weil's Disease and Legionnaires ☒ RA AW – Abrasive Wheel ☒ RA GUANO – Bird Guano ☐ RA OVER – Working near Overhead Services ☐ RA WATER – Working near Water ☐ RA BMU – Access by Cradle System ☐ RA LONE – Lone Working ☐ RA PSF – Working in Petrol Station Forecourts
	For any substances used refer to COSHH Assessments within the file library on Jobwatch

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Declaration

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the NSS Health and Safety Policy.

Confirm the method statement has been read and understood prior to commencing works. Also confirming the sequence of works will be adhered to without deviation I also confirm that I am aware of my responsibilities under Health and Safety law to carry out my work on this site in a safe manner and not to expose myself or any other persons to unacceptable risks to their health and safety. If printed – must be signed by all operatives on site If digital – must be accepted digitally ie email / PDA acceptance	**Name**	**Signed**	**Date**

Name	**Signed**	**Date**

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Risk Assessments

Criticality Matrix

	Severity Rating (S)				
Probability of Occurrence (P)	Major	Serious	Significant	Minor	Negligible
Certain	25	20	15	10	5
Occasionally	20	16	12	8	4
Probable	15	12	9	6	3
Unlikely	10	8	6	4	2
Improbable	5	4	3	2	1

Severity Rating (S)

1	Negligible	Slight, no potential risk of injuries, no significant effect on health and safety
2	Minor	Minor injuries or equipment damage, minimal effect on health and safety
3	Significant	Significant injuries or multiple minor injuries, equipment damage and effect on health and safety
4	Serious	Severe/multiple injuries, equipment damage or major environmental effect that can be controlled
5	Extreme	Death and/or serious structural damage or major environmental effect that cannot be controlled

Likelihood Rating (P)

1	Improbable	A highly unlikely event
2	Unlikely	An unlikely event, could occur if control measures are disregarded
3	Probable	An event which may occur despite existing control measures
4	Occasionally	An event likely to occur unless control measures are improved
5	Certain	An event which will occur unless immediate controls are applied

Scoring Matrix (R)

1-4	Low	Activities in this category present minimal levels of impact or risk and are unlikely to occur, proceed with these activities as planned and monitor against objectives
5-9	Medium	Activities in this category present minor levels of impact or risk. The application of risk management strategies to reduce the impact or risk is advised. Consider ways of modifying the process or implementing controls to reduce the impacts and risks to as low as reasonably practicable (ALARP)

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Plan of Works
Risk Assessment and Method Statement
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10 +	Serious	Activities in this category present serious and unacceptable levels of impact or risk. Consider ways of modifying the process and implementing controls to reduce the impacts and risks to as low as reasonably practicable (ALARP). Additional control measures and monitoring may be required.
15 +	High	Activities in this category present high levels of impact or risk and should not be allowed to proceed without very careful planning. Consider consulting specialists. The company should evaluate whether the activity is actually necessary in the first place or whether alternative processes are available.
20 +	Extreme	Activities in this category present extreme levels of impact or risk, such as loss of life or breach of legislation and must not be undertaken.

Reason for current review:	Significant additions made – consult with guidance document for breakdown of these changes	**Added to RAMS template:**	10/11/22

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	Hazard / Description	People at Risk	Initial Assessment S	P	R	Control Measures	Residual Risk S	P	R
RA GEN – General Site Working	Slips Trips and Falls Mobile Plant and Vehicles Fall from Height Fire Electricity Structure Collapse Cranes; falling loads Manual Handling	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ Slip, Trips and Falls – Assess, eliminate and control the risk for others and yourself during the works. Maintain excellent housekeeping ➢ Mobile Plant and Vehicles – Only to be operated by trained and authorised operatives ➢ Falls from Height – Comply fully with site rules; permits to work, PPE and work at height training ➢ Fire – Fully comply with Hot Works permit controls ➢ Electricity – Never assume electrical equipment/cables are dead or that they are safe ➢ Manual Handling – Assess; Task, Individual, Load, Environment, use mechanical aids whenever possible **Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work. ➢ All works to be adequately planned to eliminate or reduce the risk of any foreseen hazards **Physical Controls** ➢ Obey all signs, instruction and barriers ➢ Ensure site safety rules are clearly displayed ➢ Appropriate PPE to be worn at all times **Procedural Controls** ➢ All site operatives and visitors to be fully inducted ➢ All operatives to be briefed regarding RAMS and complete dynamic risk assessments prior to commencing works ➢ Site inspections to identify and eliminate hazards. Regular site audits by Safety and Management **HSE & Other Guidance** ➢ Managing for Health and Safety HSG65 ➢ Health and safety in construction HSG 150 ➢ CDM Regulations 2015 – Legal Series Guidance (L153) ➢ The Absolutely Essential Health and Safety Toolkit INDG 344 **Comments** This risk assessment will be reviewed annually or following a related accident or incident	5	1	5

RA PPE – Personal Protective Equipment	Failure of PPE leading to: Slips Trips and Falls Fall from Height Falling objects Manual Handling	Public Employees Contractors	5	4	20	**Information/Instruction/Training** ➢ Operatives to wear PPE determined within the RAMS and required for the tasks to be undertaken. ➢ All operatives to use PPE as per training and the manufacturer's instructions ➢ Use the correct lanyard for fall restraint and fall arrest systems ➢ Wear gloves to keep hands warm and dry during tasks with vibrating hand and power tools. ➢ Check cut resistance and permeability of hand protection ➢ Wear safety helmets where there is a risk of falling objects ➢ Safety boots to be worn and secured ➢ Wear eye protection where there is a risk of flying/airborne debris such as paint splashing, grinding and scraping gutters **Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work. ➢ Provision of PPE in line with the risk assessments and COSHH assessments produced. ➢ Mandatory inspections as required by manufacturer's instructions to be completed or scheduled by competent management. **Physical Controls** ➢ Obey all safety signs and instruction noting PPE requirements **Procedural Controls** ➢ All operatives to be briefed and inducted regarding RAMS ➢ All appropriate PPE to be determined by RAMS ➢ Pre-use checks to be undertaken on all PPE used. ➢ Report any failed or faulty PPE and quarantine for repair or replacement. ➢ Frequent site inspections to identify and eliminate hazards. Regular site audits by Safety and Management **HSE & Other Guidance** ➢ The Personal Protective Equipment Regulations 1992 ➢ Personal Protective Equipment at Work (Amendment) Regulations 2022 ➢ Respiratory protective equipment at work: A practical guide HSG53 ➢ Personal Protective Equipment (PPE) At Work, INDG174 **Comments** ➢ Harness (EN 361) ➢ Fall Restraint Lanyard (EN 354:2010) ➢ Shock Absorber Lanyard (EN 355:2002) ➢ Safety boots (EN ISO 20345) ➢ Safety glasses (EN166) ➢ High Vis Vest (EN 20471:2013) ➢ Safety Gloves (EN388 / EN 374-2 / EN 374-3)	5	1	5

						This risk assessment will be reviewed annually or following a related accident or incident				
RA SLIP – Slips, trips and falls	Uneven surfaces Obstacles Trailing cables Wet or slippery surfaces Changes in level	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ **Housekeeping –** Implement excellent housekeeping, keeping sites and transit routes clear of trip hazards ➢ **Deliveries -** planning deliveries to minimise the amount of materials on site ➢ **Waste -** designating areas for waste collection and making clear the responsibilities for waste removal. ➢ **Trailing cables/Hose**: Run cables and hoses where they are unlinely to be tripped over such as: o At height o Along walls o Along kerbs or gutters ➢ **Wet or slippery surfaces:** Ensure adequate grip on footwear. Don't access slippery wet. or icy surfaces if likely to slip. Allow to thaw or dry ➢ **Uneven surfaces/Changes in level:** Be aware of your environment. Complacency around uneven surfaces and changes in levels cause easily avoidable slips and trips **Physical Controls** ➢ Obey all signs, instruction and barriers ➢ Ensure site safety rules are clearly displayed ➢ Appropriate PPE to be worn at all times **HSE & Other Guidance** ➢ Health and safety in construction HSG 150 ➢ CDM Regulations 2015 – Legal Series Guidance (L153) ➢ The Absolutely Essential Health and Safety Toolkit INDG 344	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work. **Procedural Controls** ➢ All site operatives and visitors to be fully inducted ➢ All operatives to be briefed regarding RAMS ➢ All appropriate PPE to be worn ➢ Frequent site inspections to identify and eliminate hazards. Regular site audits by Safety and Management **Comments** This risk assessment will be reviewed annually or following a related accident or incident	5	1	5

RA MAN – Manual Handling	Load weight and task frequency Hand position from the lower back Torso twisting/bending Postural constraints Poor grip Floor surface/distance Environmental factors; wind, rain, cold, heat etc.	Public Employees Contractors Customers	4	4	16	**Information/Instruction/Training** ➢ Maintenance work, by its very nature, involves many lifting, carrying and handling activities. ➢ Eliminate/Avoid: Using mechanical lifting aids like conveyors, hoists, telehandlers or cranes. Specialist devices and attachments (e.g. for roof sheets, windows) are also available, delivering materials directly to their point of use. Plan so you can lift materials to the building/roof and distribute them by pallet truck while plant such as cranes and telehandlers still have access. Making the load smaller or lighter and easier to lift. ➢ Techniques: Reduce the need to bend to materials, twist, stoop or stretch. Where possible, store heavier loads at waist height. Only store lighter or more easily / infrequently handled items on the floor. Mast climbers provide an alternative work platform to scaffolding while allowing the platform height to be precisely controlled so workers can lay materials at the most comfortable and productive height. **Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work. **Physical Controls** ➢ PPE must be worn and must be approved, suitable and compatible for the task ➢ All mechanical lifting aids must be suitable for the task and free from damage and subject to inspection **HSE & Other Guidance**	➢ Environment: Plan the route from lifting to work location including rest stops. The ground should be even and firm where possible, particularly when pushing / pulling loads. Use suitable coverings if necessary. Keep the workspace clean and tidy. Ensure sufficient lighting so that workers can clearly see what they are doing. Avoid working in extremes of temperature if possible. Provide the right additional controls or personal protective equipment (PPE) where you cannot change these conditions. **Procedural Controls** ➢ Risk assess all manual handling tasks ➢ Communicate with your supervisor or manager any concerns ➢ Check the load for hazards or potential hazards i.e. damage that may cause an accident or injury whilst lifting such as: o Faulty handles o Sharp corners or breaks o Leaking liquids or solids o Structural integrity **Comments**	4	1	4

						➢ MHOR '92 ➢ Manual handling: What you need to know as a busy builder (CIS61)	This risk assessment will be reviewed annually in January and following any relevant incident/accident.			
RA WEATHER - Inclement Weather	High Winds, Rain, Snow, Ice / Unsafe working conditions – slips / falls.	Public Employees Contractors Customers	4	3	12	**Information/Instruction/Training** ➢ Operatives to be trained in the use of equipment and it's limitations in certain weather ➢ Operatives educated on how to determine the weather and where to find this information. Use Met Office app sent out to all phones ➢ Keep warm and dry **Physical Controls** ➢ Wear suitable PPE and uniform such as thick coat and gloves when it is cold ➢ Implement supervisor on each job to lead communication ➢ Use salt grit on icy walkways ➢ Do not tie items to scaffolding or edge protection unless undertaken by and designed by the scaffolding contractor **HSE & Other Guidance** ➢ Management of Health and Safety at Work Regulations 1999	**Managerial Controls** ➢ Consider the weather and upcoming weather when planning works. ➢ Stop works immediately if weather creates a significant hazard ➢ Roof works to be thoroughly assessed to determine if wet, windy or icy weather prohibits roof access **Procedural Controls** ➢ MEWPS not to be used in wind speeds above the manufacturer's guidelines. MEWPS designed to a max. wind speed of 12m/s ➢ Mobile Alloy towers should not be used in windspeeds exceeding 24mph ➢ Scaffolds, safety netting and edge protection inspected after extreme winds, snow or other weather prior to allowing access ➢ Where possible remove items from the roof when expecting strong winds. Where this is not possible, ensure items left on roofs are secure in case of strong winds. **Comments**	4	1	4

RA WAH - Working at Height	Operatives fall from height Injury/damage from falling objects Suspended at height (Syncope risk) Extreme weather	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ All operatives to be made aware of the risks and hazards associated with working at height and to be instructed in the contents of the risk assessment method statement RAMS ➢ All staff to be trained in the use and inspection of their harnesses and lanyards ➢ All workers to be provided with training in working at height ➢ Extreme weather conditions; heat, cold, wind, ice etc which increases risk must be avoided or controlled **Physical Controls** ➢ A safe system of access and egress to the working area shall be provided ➢ Communal fall protection "handrails" must be used in preference to personal fall protection "lanyards" ➢ Work restraint lanyards to be used to prevent access to hazardous areas, fall arrest lanyards to be used when the work has a potential for falling such as; edge work, skylights ➢ The area shall provide physical barrier for protection to pedestrians below the work area ➢ Access and Egress must be cordoned off or secured to create an exclusion zone while in operation and prevent unauthorised access ➢ Use of tool tethers to eliminate equipment falls **HSE & Other Guidance**	**Managerial Controls** ➢ All WAH tasks must be adequately planned ➢ A suitable rescue plan should be planned for and implemented on site. ➢ Works must be adequately planned to ensure no employee works with 2m of an open edge or fall risk without fall protection. ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Inspections must be completed at the work site during work activity to ensure adequate controls are in place and effective ➢ MEWP's to be LOLER inspected 6 monthly with records available ➢ Scaffolds, safety nets and edge protection to be inspected every 7-days or after adverse weather conditions. **Procedural Controls** ➢ No materials or debris shall be allowed to be thrown from height ➢ A full method statement and safe system of work shall be prepared prior to the commencement of any works ➢ Warning signs shall be erected to warn public and others of works overhead ➢ Works shall not be permitted to take place during periods of adverse weather such as in strong winds or wet weather ➢ Harnesses and lanyards must be inspected a minimum of 6 monthly for signs of wear and tear ➢ Pre-use inspections should be undertaken on all equipment and PPE being used **Comments**	5	1	5

						➢ HSG33 Safety and Roof Work ➢ HSG150 Health and Safety in Construction ➢ Work at Height Regulations 2005			
RA MEWP - Use of MEWPS	Operatives falling from height Falling objects / tools Overturning Collision with other plant or structures Failure of lifting mechanism Impact with overhead cables or other obstructions	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ All operators to be trained in the safe use of the specific type of platform being used (IPAF/PAL or equivalent) including emergency decent/rescue ➢ All operators trained in hazard awareness associated with MEWP work; power lines, obstructions, ground surface etc. ➢ All persons using a MEWP should be provided with training for working at height ➢ All persons using a MEWP shall be provided with training in the use safety harnesses and in the importance of ensuring a harness & lanyard is always used and secured to the basket **Physical Controls** ➢ Work restraint lanyards to be used ➢ The working area beneath the MEWP will be fenced off to safeguard any persons below from falling objects and from the risk of collision with the MEWP ➢ The area in which it is anticipated the MEWP will operate shall be cleared of all materials, debris and other obstructions ➢ The ground should be inspected prior to use by a competent person to ensure it can sustain the load. ➢ Spreader plates to be used with the outriggers always ➢ Large plywood spreader plates positioned to protect cobbled/blocked paving detail ➢ Outriggers shall be extended prior to the raising of the platform ➢ When not in use, the platform should be lowered and the keys removed **HSE & Other Guidance** ➢ The Work at Height Regulations 2005	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Checks shall be made prior to use to ensure that all MEWP's are in a serviceable state and are accompanied by a valid LOLER Thorough Examination (required every 6 months) **Procedural Controls** ➢ MEWP's will only be used on firm level ground ➢ Spreader plates to be used with outriggers. ➢ Vehicle daily inspection to be completed by the operative ➢ RAMS to be read and acknowledged by all operatives ➢ Dynamic risk assessment to be completed for all works ➢ Emergency lowering and rescue procedures to be planned for and implemented. ➢ If used for loading materials; MEWP must be positioned at a safe distance from the building to extend the basket and outriggers used to stop the machine moving **Comments**	5	1	5

RA TRANS – MEWP to Roof Transfer	Operatives falling from height Falling objects / tools Overturning Collision with other plant or structures Failure of lifting mechanism Impact with overhead cables or other obstructions Operative fall and suspended by lanyard Damage to building from MEWP	Employees Contractors Customers	5	5	25	**Information/Instruction/Training** ➢ All operators to be trained in the safe use of the specific type of platform being used (IPAF/PAL or equivalent) including emergency decent/rescue ➢ All operators trained in hazard awareness associated with MEWP work; power lines, obstructions, ground surface etc. ➢ All persons using a MEWP should be provided with training for working at height ➢ All persons using a MEWP shall be provided with training in the use safety harnesses and in the importance of ensuring a harness & lanyard is always used and secured to the basket **Physical Controls** ➢ Lanyards to be connected during use and transfer ➢ The working area beneath the MEWP will be fenced off to safeguard any persons below from falling objects and from the risk of collision with the MEWP ➢ The area in which it is anticipated the MEWP will operate shall be cleared of all materials, debris and other obstructions ➢ The ground should be inspected prior to use by a competent person to ensure it is capable of sustaining the load ➢ Spreader plates to be used with the outriggers at all times ➢ Large plywood spreader plates positioned to protect cobbled/blocked paving detail ➢ Outriggers shall be extended prior to the raising of the platform ➢ When not in use, the platform should be lowered and the keys removed **HSE & Other Guidance** ➢ IPAF Operators Safety guide	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Checks shall be made prior to use to ensure that all MEWP's are in a serviceable state and are accompanied by a valid LOLER and test certificate ➢ All documentation must be; available, signed off, suitable and sufficient to control the risk ➢ Works must be adequately planned to ensure no employee works with 2m of an open edge or fall risk without fall protection. ➢ If safety is not ensured, the work must be postponed **Procedural Controls** ➢ MEWP to Roof transfer must be the safest option available ➢ Transfer method must be authorised by Contract Manager prior to attempting transfer ➢ Emergency lowering and rescue procedures to be planned for and implemented. ➢ MEWP's will only be used on firm level ground ➢ Vehicle daily inspection to be completed by the operative ➢ RAMS to be read and acknowledged by all operatives ➢ Site Inspection for hazards; ground stability, overhead power lines, rivers/streams etc **Comments**	5	2	10

						➢ The Work at Height Regulations WAHR 2005 ➢ Lifting Operations Lifting Equipment Regulations LOLER 1998 ➢ Provision & Use of Work Equipment Regulations PUWER 1998			

RA H&L – Use of Harness and Lanyards	Incorrect length lanyard Damaged lanyard/harness Not secured to anchor point Harness incorrectly worn Failure of anchor point Insufficient clearance to absorb fall (lanyard too long)	Employees Contractors Customers	5	5	25	**Information/Instruction/Training** ➢ All operatives should be informed of the hazards and instructed on the required safe systems of works and control measures ➢ All operatives to be provided with appropriate PPE and trained in its use and application ➢ Specific training in the use of the harness, lanyard and associated system should be provided to all those using the equipment **Physical Controls** ➢ All equipment to be thoroughly checked and inspected prior to use ➢ Damaged equipment is to be taken out of use immediately and reported to the supervisor ➢ Wherever practical, the lanyard is to be clipped on to a secure anchor point at head height to reduce the fall distance ➢ Harnesses and lanyards should must only be used as per their intended designed use **HSE & Other Guidance** ➢ Personal Protective Equipment at Work Regulations ➢ Work at Height Regulations ➢ PPE against falls from height. Lanyards BS EN 354 ➢ PPE against falls from height. Full body harnesses BS EN 361 ➢ PPE against falls from height. Fall arrest systems BS EN 363 ➢ PPE against falls from height. Energy absorbers BS EN 355	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Ensure appropriate safety equipment and PPE are made available ➢ Ensure that those carrying out the works are fit and healthy **Procedural Controls** ➢ Ensure that consideration is given to how a person can be rescued after an arrested fall ➢ Ensure that all anchor points have been thoroughly tested and inspected and are suitable for use ➢ Ensure that all harnesses and lanyards are properly stored in an warm dry area, where they are unlikely to get damaged ➢ Harness and Lanyards to be formerly inspected every six months **Comments** The use of safety harnesses and fall arrest systems should always be the last choice for providing protection against falls from height	5	1	5

RA SCAFF – Fixed Scaffolds for Access	Fall from height Falling objects Slips and Trips Pinch points Unauthorised access	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ Operatives building towers to be trained in the safe erection and use of the mobile alloy towers i.e. PASMA or equivalent ➢ All persons using a tower should be provided with training for working at height ➢ All scaffolds must be erected, adjusted and dismantled by competent and approved scaffolders **Physical Controls** ➢ The working area beneath and around the scaffold will be barriered off to safeguard any persons below from falling objects. ➢ Appropriate measures should be implemented to prevent or deter unauthorised access. This may include: o Heras fencing o Barriers o Removal of access ladders o CCTV or Alarm systems o Site security ➢ The area in which it is anticipated the scaffold will be constructed shall be cleared of all materials, debris and other obstructions ➢ The ground should be inspected prior to use by a competent person to ensure it can sustain the load ➢ Components to be positioned to prevent trip hazards during construction, use and deconstruction. ➢ Scaffold should be dismantled as soon as possible following completion of works **HSE & Other Guidance** ➢ The Work at Height Regulations 2005 ➢ SG20	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Scaffold contractors must be approved by the organisations approved contractor process. ➢ Scaffold must be inspected by the contractor every seven days or following adverse weather conditions ➢ A handover certificate must be provided by the contractor **Procedural Controls** ➢ Always use the designated access point shutting gates behind you ➢ Remove access ladders when not in use ➢ Operatives must not stand on a platform without edge protection ➢ RAMS to be read and acknowledged by each operative ➢ Dynamic risk assessment to be completed for all reactive works ➢ Operatives to ensure 7-day check has been completed before use and there are no signs of tampering ➢ Do not overload the scaffold with materials **Comments**	5	1	5

RA TOOLS – Hand Tools and Equipment	Splintering/shattering tools Sharp blades/edges Manual handling Damaged tools Incorrect tool for the job	Public Employees Contractors Customers	3	4	12	**Information/Instruction/Training** ➢ Operatives must be deemed competent to use hand tools ➢ Operatives should be trained to clean, store and maintain all tools ➢ Wear eye protection where there is a risk of flying/airborne debris **Physical Controls** ➢ Appropriate PPE to be worn ➢ Damage tools to be returned to the supervisor ➢ All tools shall be regularly inspected and maintained ➢ Tools should only be used for their intended purpose **HSE & Other Guidance** ➢ Provision and Use of Work Equipment Regulations 1998 ➢ PUWER Approved Code of Practice L22	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Ensure adequate tools, equipment and resources are available for the operatives and each job **Procedural Controls** ➢ Ensure adequate tools, equipment and consumables are available prior to the start of each job ➢ All tools are to be inspected prior to use for damage etc. deficiencies reported to management immediately ➢ All tools are to be kept safe and tidy to prevent damage or theft **Comments**	3	1	3

RA COMMS - Communication & Co-ordination	Failure to Communicate Risks between Multiple Contractors on One Site	Public Employees Contractors Customers	3	5	15	**Information/Instruction/Training** ➢ All employees training in the use of systems such as Jobwatch, HR etc ➢ Operatives to be competent in the use of the tablets and associated software ➢ All operatives to be provided with adequate information, instruction and training to undertake their activities inc. RAMS ➢ Report accidents, incidents or near misses as soon as possible via NSS reporting procedures and software **Physical Controls** ➢ Ensure phones, tablets and laptops remain charged ➢ In areas where phone signal is low, inform management as soon as possible to arrange a sufficient communication process ➢ Use signage and barriers to make others aware of the work area ➢ Implement a team leader on each job to lead communication **HSE & Other Guidance** ➢ Management of Health and Safety at Work Regulations 1999 ➢ Health and Safety (Consultation with Employees) Regulations 1996	**Managerial Controls** ➢ Ensure pre-start discussions are undertaken during job handover. ➢ Communicate job scope clearly including images, diagrams and maps ➢ On long term works regularly communicate for updates ➢ Communicate any possible inconveniences to clients/tenants/other contractors as soon as possible ➢ Supply client with RAMS as soon as possible **Procedural Controls** ➢ Induct any subcontractors on site ensure their RAMS are sufficient and they are aware of our scope ➢ Regularly update clients/tenants/other contractors with progress ➢ Use email where possible to have information in writing **Comments**	3	1	3

RA VEH – Vehicle Movements	Operatives being struck by traffic Traffic colliding with stationary plant, materials or equipment	Public Employees Contractors Customers	5	5	25	**Information/Instruction/Training** ➢ All operatives to be informed and instructed of the risk and hazards of working adjacent to live traffic ➢ Appropriately qualified site supervisor trained in accordance with the NRSWA to be on site at all times ➢ All operatives to be familiar with the requirements of Chapter 8 of the Street Works Manual **Physical Controls** ➢ During the setting up of the traffic management systems, vehicles with roof mounted flashing amber beacons, men at work signs and keep left/right arrows shall be used to provide protection to the operatives setting out the cones, barriers and signage etc ➢ Advance warning signs will be erected on the approaches to the works area to warn motorists of the impending works ➢ All staff will wear high visibility clothing when working in the public highway Sufficient road width will be provided to enable buses, cars and lorries etc to pass safely ➢ All works should be signed in accordance with Chapter 8 of the Traffic Signs Manual ➢ Ensure sufficient lighting is provided to warn motorists during periods of poor light All works should be securely fenced off and separated from other road users and pedestrians **HSE & Other Guidance** ➢ CIS No. 52 – Crossing High Speed Roads on Foot During Temporary Traffic Management Works ➢ Safety at Street Works and Road Works – A Code of Practice	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Where traffic management is required, NSS will appoint an approved NRSWA contractor ➢ Ensure approval has been obtained from the local highways authority before commencing work **Procedural Controls** ➢ All traffic management proposals should be carefully planned in advance and agreed with the highways authorities and where applicable with the emergency services ➢ A detailed method statement should be prepared for the works, this should include traffic management proposals as agreed with the local authority where required ➢ All traffic management schemes are to be designed in accordance with Chapter 8 of the NRSWA ➢ Ensure sufficient supplies of cones, signs and other products are available before the commencement of operations ➢ Operatives will always face the traffic when setting out cones, barriers and signs etc Regular inspection and checking of signs and other elements of the traffic management proposals will be carried out to ensure they remain in the correct position etc **Comments**	5	1	5

RA COSHH – Hazardous Substances	Injury through inhalation Injury through ingestion Injury through injection Injury through absorption Explosion Injury through skin contact	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ All operatives should be informed of the hazards and instructed on the required safe systems of works and control measures including PPE selection and use ➢ All staff to be informed of the potential hazards to their health from contact with hazardous substances ➢ All staff who are considered to be at risk should be provided with instruction on the precautions to be taken when using and handling such substances ➢ All staff to be informed that a specific COSHH assessment must be completed for every potentially hazardous substance used in the workplace **Physical Controls** ➢ Staff must be made aware of, and adhere to the control measures on the specific COSHH/risk assessments ➢ The COSHH/risk assessments need to be reviewed on a regular basis ➢ Contractors must not be allowed to bring chemicals onto the premises unless they have undertaken an assessment of risk and have adequate control measures in place to reduce those risks ➢ Suitable PPE must be provided and worn where the COSHH assessment determines this to be necessary ➢ All substances must be adequately and securely stored **HSE & Other Guidance** ➢ INDG136 COSHH: A Brief Guide to the Regulations ➢ COSHH essentials: Easy steps to control chemicals. Control of Substances Hazardous to Health Regulations HSG193	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Ensure appropriate safety equipment and PPE are made available ➢ Managers to ensure all safeguards are in place and that the appropriate PPE is provided and used ➢ Substitute any substance with an equally effective but less hazardous material wherever possible ➢ Management to report any new substance to QHSE for assessment prior to use **Procedural Controls** ➢ All hazardous substances must be identified. ➢ Any substance that is no longer in use must be disposed of safely, and in accordance with information on the Material Safety Data Sheet (MSDS). ➢ A written COSHH risk assessment must be completed for any hazardous substances retained or used in the workplace ➢ A MSDS must be obtained for every hazardous material used in the workplace. ➢ The need to use hazardous substances must be eliminated wherever possible. **Comments** ➢ This assessment is not substance specific and a specific COSHH Assessment must be carried out for all hazardous substances used in the workplace.	5	1	5

						➢ The Control of Substances Hazardous to Health Regulations (as amended). Approved Code of Practice and guidance L5				
RA NNLW – Asbestos NNLW	Operative exposure to ACMs Release of fibres into the air / water 3rd party exposure to asbestos	Public Employees Contractors Customers	5	5	25	**Information/Instruction/Training** ➢ All operatives to be made aware of the risks and hazards associated with working at height and to be instructed in the contents of the method statement and safe system work ➢ All operatives likely to work ACM's will be trained to NNLW (Notifiable Non Licensed Works) ➢ All operatives who may expose ACMs during their activities will be training to Asbestos Awareness ➢ Asbestos awareness and NNLW training will be provided where appropriate **Physical Controls** ➢ A safe system of access and egress to the working area shall be provided, ➢ Until "no asbestos present" due to age of construction, sampling or asbestos survey can be proven it will be presumed that asbestos is present and appropriate controls adopted ➢ All operatives will wear Type 5 disposable overalls and over boots, disposable or orinasal respirator with a FFP3 filter protection where required ➢ Decontamination process to be implemented where there is risk of exposure **HSE & Other Guidance** ➢ HSG33 Safety and Roof Work ➢ HSG150 Health and Safety in Construction ➢ Work at Height Regulations 2005 ➢ Control of Asbestos Regulations 2012 ➢ Asbestos Essentials	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Ensure Risk Assessments and Method Statements are suitable and sufficient to control the hazard identified ➢ Contract Managers will ensure the operatives will be chosen by their competency, training and supervision ➢ Licensed Asbestos works will only be carried out by approved UKAS sub-contractors **Procedural Controls** ➢ A full method statement and safe system of work shall be prepared prior to the commencement of any works ➢ All NNLW works will be carried out as detailed in Asbestos Essentials ➢ No material shall be allowed to be thrown from the roof area ➢ Warning signs shall be erected informing others of works going on overhead ➢ All waste to be disposed of as hazardous waste ➢ Works shall not be permitted to take place during periods of adverse weather such as in strong winds or wet weather **Comments** All "Licensed" work on ACM's will be completed by approved UKAS sub-contractors and their work monitored and reviewed	5	1	5

RA FRAGILE – Work on Fragile Roofs	Falls through fragile materials Traversing across fragile roofs Asbestos contamination/ exposure	Public Employees Contractors Customers	5	5	25	**Information/Instruction/Training** ➢ All operatives to be competent in the risks of working at height and with fragile roofing materials ➢ Operatives to be competent in the selected safe system of work required in each individual case ➢ Only persons with experience of this type work shall be used ➢ Operatives to have asbestos awareness training or NNLW as a minimum **Physical Controls** ➢ Safe and adequate means of access and egress to be provided to the roof area ➢ Where fragile material is restricted to a small area (i.e.: roof lights) these areas should be cordoned off ➢ No person shall be permitted to walk or traverse over a fragile roof without the use of; Easi-Dec, Valley walk system crawling boards, roof ladders, scaffolding, staging or other protective devices such as skylight protectors ➢ Consideration shall be given to the use of safety nets suspended below the roof where applicable **HSE & Other Guidance** ➢ HSG33 Safety in Roof Work ➢ HSE Fragile Roof Safety Alert for Builders ➢ Work at Height Regulations 2005 ➢ Control of Asbestos Regulations 2012 ➢ Asbestos Essentials guidance and methods	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ All work involving fragile roofs shall be clearly identified prior to the start of work ➢ All WAH tasks must be adequately planned ➢ A suitable rescue plan should be planned for and implemented on site. ➢ Suitable and sufficient RAMS and SSOW to be produced ➢ All NLW will adhere to the Asbestos Essentials guidance and methods **Procedural Controls** ➢ All work will be subject to a full permit to work system ➢ No employee must be within 2m of a fragile surface without adequate fall protection in place ➢ No lone working will be permitted ➢ All NLW will follow and adhere to the procedures stated in the HSE Asbestos Essentials **Comments**	5	1	5

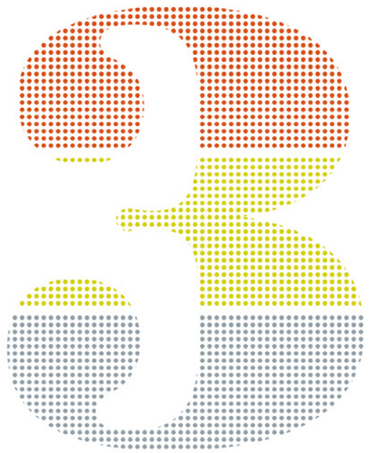
RA FALLS – Openings and Edges	Falls of persons from height through openings/over edges Objects falling/being kicked through openings/over edges	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ All operatives should be informed of the hazards and instructed on the required safe systems of works and control measures ➢ All operatives to be provided with appropriate PPE and trained in its use and application **Physical Controls** ➢ Secure double guard rails and toe boards to be erected around all open edges where the risk of a fall exists ➢ All guardrails should be securely fixed so as to provide an effective barrier against persons falling against them ➢ Where openings and holes are present in floors and ceilings etc, these should be securely covered to prevent persons from falling through them, any boards should be secured in position, so that they cannot be easily removed and they should have sufficient strength to prevent them breaking or collapsing if anyone should walk across or fall onto them ➢ Care should be taken to ensure that barriers and boards do not cause additional trip hazards, where necessary, use hazard tape to highlight such risks **HSE & Other Guidance** ➢ Work at Height Regulations 2005 ➢ Working at Height: A brief guide (INDG401)	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ All WAH tasks must be adequately planned ➢ A suitable rescue plan should be planned for and implemented on site. ➢ Ensure appropriate safety equipment and PPE are made available **Procedural Controls** ➢ Plan all works so that no work takes place next to an unguarded opening or edge ➢ No employee must be within 2m of an open edge without adequate fall protection in place ➢ Ensure that barriers are erected as the work progresses to provide protection to all persons ➢ Ensure that where openings and edges are being formed that adequate protection, such as crash decks or safety harnesses are provided during the works to safeguard those involved in carrying out the work **Comments** ➢ Falls from height are one of the biggest causes of accidents in the construction industry, every precaution needs to be taken to prevent falls from height	5	1	5

RA GLASS – Glazing Works	Manual Handling Sharp Edges Falling Objects/Materials Ladder Work	Public Employees Contractors Customers	4	4	16	**Information/Instruction/Training** ➢ Only competent experienced glazers to be employed ➢ All operatives should be informed of the hazards and instructed on the required safe systems of works and control measures ➢ All operatives to be provided with appropriate PPE and be competent in its use and application ➢ All staff to be provided with training in safe lifting techniques, manual handling and working at height **Physical Controls** ➢ All power tools to be either cordless or low voltage (110v or less) ➢ Restrict use of power tools to competent persons over the age of 18 years ➢ Avoid trailing lead and keep walkways clear ➢ Ensure adequate storage areas are provided ➢ Ensure safe access is provided to the working area ➢ Clear up all breakages immediately ➢ Use approved suction pads to lift and handle glass sheets **HSE & Other Guidance** ➢ HSE Guidance Note – Safe Use of Ladders, Stepladders and Trestles ➢ Work at Height Regulations 2005 ➢ Provision and Use of Work Equipment Regulations ➢ Management of Health and Safety at Work Regulations ➢ Getting to Grips with Manual Handling (INDG 143) ➢ Control of Noise at Work Regulations ➢ Control of Vibration at Work Regulation	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Ensure first aid kit is readily available close to the works being undertaken ➢ Ensure the PPE provided is appropriate for the task **Procedural Controls** ➢ Daily checks of all equipment to be made prior to its use ➢ Carry out COSHH assessment on all substances used, wherever possible substitute for less hazardous substance ➢ Clear debris and waste on a regular basis ➢ Avoid working from ladders and other temporary platforms, ensure an adequate safe working platform is always provided ➢ Ensure a first aider is present within each glazing team **Comments**	4	1	4

RA WEILS - Leptospirosis, Weil' s Disease and Legionnaires	Work related illnesss	Employees Contractors	4	3	12	**Information/Instruction/Training** ➢ Operatives to be informed on the risks of working near water where potential water borne diseases may be present ➢ Operatives educated on how to determine the weather and where to find this information **Physical Controls** ➢ Wear suitable PPE including gloves. ➢ Observe good hygiene before eating drinking or smoking. Was cuts and grazes immediately with soap and running water ➢ Cover all cuts and broken skin with nitrile gloves/covers and waterproof plasters **HSE & Other Guidance** ➢ Management of Health and Safety at Work Regulations 1999	**Managerial Controls** ➢ Determine whether the area is vermin free and implement control measures if not. **Procedural Controls** ➢ Avoid contact with rats or vermin ➢ Report evidence of rats or vermin to site and manager ➢ If you have flu-like symptoms two weeks after potential exposure seek medical advice **Comments**	4	1	4

RA GUANO – Bird Guano	COSHH Psittacosis, Histoplasmosis, Cryptococcosis Slips trips and falls	Public Employees Contractors Customers	4	5	20	**Information/Instruction/Training** ➢ Operatives must read the RAMS and ensure they fully understand it before commencing any work with substances hazardous to health ➢ Operatives to be trained in the use of the equipment, its maintenance and inspection prior to use ➢ Operatives to be instructed in the hazards and harm which can be caused by removing pigeon guano ➢ Face Fit testing inc. fitting of RPE **Physical Controls** ➢ RPE with FFP3 filter to be worn by operatives. Operatives to be clean shaven ➢ Safety glasses/goggles or face shield to be worn to protect the eyes ➢ Gloves and coveralls to be worn to protect the skin and clothing. To be disposed of at the end of each shift. ➢ Wellington boots to be worn. ➢ Keep trailing hoses away from walkways. Elevate where possible; use signage where not. ➢ Where possible, secure the area with polythene sheeting to prevent further spread. **HSE & Other Guidance** ➢ INDG136(rev5) – Working with substances hazardous to health ➢ HSG53 (Fourth Edition) – Respiratory Protective equipment at work	**Managerial Controls** ➢ Ensure adequate training/ supervision is provided and that control measures remain valid for the duration of the work ➢ Provide welfare adequate for suitable decontamination. ➢ Ensure unauthorised access of other trades or occupants is prevented during cleaning activities ➢ Ensure the required PPE/RPE is provided ➢ Site Inspections by Contract Managers ➢ H&S department to be consulted on all works **Procedural Controls** ➢ Guano to wetted by low pressure water. Under no circumstance must high pressure washers to be used. ➢ Observe good hygiene measures upon completing each shift and before eating, drinking or smoking. ➢ Rest areas to be outside the work area. ➢ PPE/RPE/Equipment must be inspected prior to use to ensure it is in the correct working order. **Comments** Note: If you have flu like symptoms in the 4 weeks following works please ensure you explain to your doctor that you have recently undertaken works removing bird droppings	4	1	4

RA PASMA – Use of Mobile Alloy Towers	Fall from height Falling objects Slips and Trips Pinch points Unauthorised access	Public Employees Contractors Customers	5	4	20	**Information/Instruction/Training** ➢ Operatives building towers to be trained in the safe erection and use of the mobile alloy towers i.e. PASMA or equivalent ➢ Tower must be erected as per the manufacturer's instructions ➢ All persons using a tower should be provided with training for working at height **Physical Controls** ➢ The working area beneath and around the tower will be barriered off to safeguard any persons below from falling objects and from the risk of collision with the tower. ➢ The area in which it is anticipated the tower will operate shall be cleared of all materials, debris and other obstructions ➢ The ground should be inspected prior to use by a competent person to ensure it can sustain the load ➢ Keep a safe distance from overhead powerlines including tower components ➢ Store all components away from walkways and in a safe and secure area ➢ Wear head protection and gloves as all times ➢ Tower to be lowered to 4m prior to moving **HSE & Other Guidance** ➢ The Work at Height Regulations 2005	**Managerial Controls** ➢ Ensure adequate supervision is provided and that control measures remain valid for the duration of the work ➢ Checks shall be made prior to use to ensure that all towers are in a serviceable state and are accompanied by the manual from the supplier (electronic or paper form) ➢ Alloy towers to be used to access another level only as a last resort with a robust safe access method in place preventing falls during transfer. Double span towers preferred. **Procedural Controls** ➢ Never work or climb up the outside of the tower ➢ Operatives must not stand on a platform without edge protection ➢ Scaffold must not be moved with personnel, materials or equipment on the platform ➢ Mobile alloy towers will only be used on firm level ground ➢ Outriggers to be used at all times when working above 2m ➢ Tower should be inspected every seven days if left erected ➢ RAMS to be read and acknowledged by each operative ➢ Dynamic risk assessment to be completed for all works ➢ When not in use, where possible, the tower should be dismantled. If not, left in a secure area where public or trespassers cannot access **Comments**	5	1	5



Section 07-08

The following sections contains Civic Engineers method statments for repairs to both shim replacement of the exisitng columns and the cracked iron capital repair works.

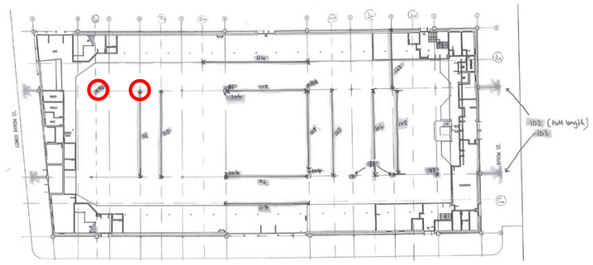


1. EXISTING CONDITION

DEFECTIVE PACKING AT BASE OF ARCH.

SOME PACKING PLATES INSTALLED ARE LEAD AND NOT STEEL.

IN OTHER AREAS, PACKING PLATES ARE DELAMINATED AND NEED REPLACEMENT.



KEY PLAN FOR THIS DETAIL

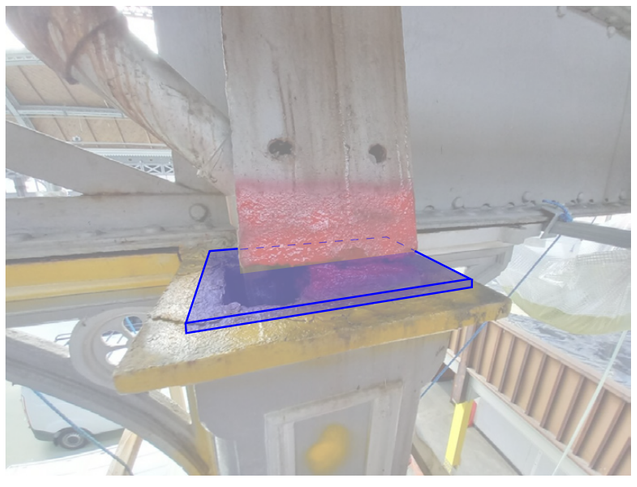


2. REMOVAL OF MATERIAL

CAREFULLY DEFECTIVE PACKING PLATES AT BASE OF ARCH. I.E. THOSE HIGHLIGHTED IN RED.

WHERE PACKING PLATES ARE SOUND AND NOT CORRODED OR IN LEAD, LEAVE GOOD MATERIAL INSITU.

REMOVAL TO BE CARRIED OUT WITH HAND TOOLS (HAMMER AND CHISELS).



3. REPLACE PACKING PLATES

REPLACE SHIM/PACKING PLATES TO FULL EXTENT OF BASE OF ARCH.

USE S275 GRADE STEEL PLATE. VARIABLE THICKNESS CAN BE USED IN LAYERS TO ENSURE BASE OF ARCH TO TOP OF CAPITAL IS PACKED TIGHT. PLATES MUST EXTEND BELOW FULL BASE OF ARCH TO EDGE OF CAPITAL AS INDICATED ON THE IMAGE ADJACENT.

NEW PLATES TO BE HAMMERED/PACKED TIGHT IN PLACE BEFORE BEING PAINTED TO MATCH EXISTING IRONWORK.

Date	Rev	Description	Drawn	Chkd
07/06/24	C01	FOR REMEDIAL WORK	CT	RD

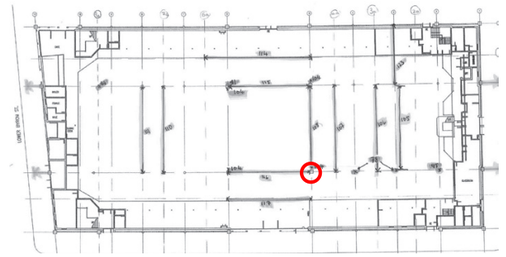
CIVIC ENGINEERS

Project	LOWER CAMPFIELD MARKET			
Title	SHIM REPLACEMENT AT EXISTING CONNECTIONS			
Status	FOR CONSTRUCTION			
Project Number	Scale @ A3	Date Created	Drawn	Checked
2302	NTS	07/06/24	CT	RD
Drawing Number				Revision
2302-SK-051				C01

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NOTE THERE ARE 3 DIFFERENT REMEDIAL DETAILS FOR THIS ONE CAPITAL

KEY PLAN FOR THIS DETAIL



1. REMEDIAL TYPE 1

CRACK STITCH WITH ADDITIONAL PLATE.



STITCH PLATE TO BE SITE MEASURED AS CUT AS SHOWN TO SUIT EXISTING DIMENSION LIMITATIONS.

15mm THICK S275 PLATE TO BE PRE-DRILLED FOR BOLT HOLE LOCATIONS AND USED TO TEMPLATE HOLE LOCATIONS ON IRON.

MIN EDGE DISTANCE OF BOLT HOLE TO IRON OR STEEL EDGE 25mm MIN.

COLD DRILL AND TAP BOLT HOLES INTO CAST IRON AS INDICATED TO ALLOW FOR M12 BOLTS.

INSTALL BOLTS AND TOP PLATE AND FINISH WITH PAINT TO MATCH EXISTING.

DO NOT OVERTIGHTEN BOLTS.

2. REMEDIAL TYPE 2

RE-DRILLED CORBEL CONNECTION



INSTALL STITCH BOLTS TO CORBEL.

DRILLING TO BE UNDERTAKEN PERPENDICULAR TO FACE OF COLUMN (I.E. HORIZONTALLY).

DRILLED HOLES TO BE TAPPED AND MIN 100mm DEPTH INTO IRON. DRILL HOLES TO BE CENTRAL. MIN EDGE DISTANCE OF BOLT HOLE TO CORBEL EDGE 25mm MIN. INFORM CIVIC ENGINEERS SHOULD THIS NOT BE ACHIEVABLE.

INSTALL 3NO. M10 BOLTS **EACH SIDE** OF CORBEL, I.E. 6NO. PER CORBEL.

FINISH WITH PAINT TO MATCH EXISTING.

PAGE 1 OF 2

Date	Rev	Description	Drawn	Chkd
07/06/24	C01	FOR REMEDIAL WORK	CT	RD

CIVIC ENGINEERS

Project: LOWER CAMPFIELD MARKET				
Title: CRACKED IRON CAPITAL REPAIR DETAILS				
Status: FOR CONSTRUCTION				
Project Number: 2302	Scale @ A3: NTS	Date Created: 07/06/24	Drawn: CT	Checked: RD
Drawing Number: 2302-SK-052				Revision: C01

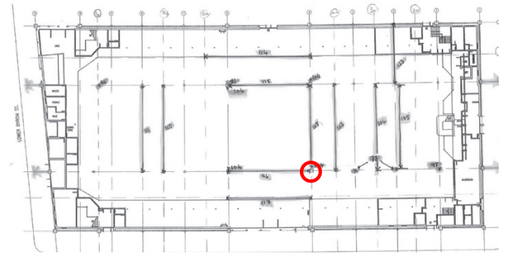
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3. REMEDIAL TYPE 3

CRACKED STIFFENER PLATE.

NOTE THIS REPAIR IS A TWO STEP PROCESS AS INDICATED BELOW.

KEY PLAN FOR THIS DETAIL



STEP 1



COLD DRILL CAST IRON AS INDICATED.

ONE FROM ABOVE AND ONE FROM BELOW.

DRILLING TO BE UNDERTAKEN AT A PARALLEL DIRECTION TO THE STIFFENER PLATE.

DRILLED HOLES TO BE TAPPED AND MIN 100mm DEPTH INTO IRON.

INSTALL M10 BOLTS TO STITCH CRACKS.

STEP 2



AFTER STEP 1 IS COMPLETE INSTALL FACE PLATES.

FACE PLATES TO BE SITE MEASURED AND CUT AS SHOWN TO SUIT EXISTING DIMENSION LIMITATIONS.

15mm THICK S275 PLATES TO BE PRE-DRILLED FOR BOLT HOLE LOCATIONS AND USED TO TEMPLATE HOLE LOCATIONS ON IRON.

COLD DRILL AND TAP BOLT HOLES AS INDICATED TO ALLOW FOR M10 BOLTS 100mm DEPTH INTO IRON.

INSTALL BOLTS AND FINISH WITH PAINT TO MATCH EXISTING.

PAGE 2 OF 2

Date	Rev	Description	Drawn	Chkd
07/06/24	C01	FOR REMEDIAL WORK	CT	RD

CIVIC ENGINEERS

Project	LOWER CAMPFIELD MARKET			
Title	CRACKED IRON CAPITAL REPAIR DETAILS			
Status	FOR CONSTRUCTION			
Project Number	Scale @ A3	Date Created	Drawn	Checked
2302	NTS	07/06/24	CT	RD
Drawing Number				Revision
2302-SK-052				C01

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