OUR TOWN HALL PROJECT

Lyndon SGB BY BRAND SAFWAY

Title:
Method Statement for Scaffold Erection/Dismantle
Albert Memorial – External Access Scaffold.

OTH-BEI-EE-ES-MES-X-0030

Status: **S3 – For Review and Comment**
Rev: **P02**
Document Type**: Method Statement**
Date: **15/07/2021**

Issue History:

Revision Nr	Details	Date	Created By	Check by
P01	First Issue	10/06/2021	SS	
P02	Comments Addressed	15/07/2021	NS	

METHOD STATEMENT

Incorporating the Assembly, Use, Dismantle and Fall Recovery Plan.

Customer:	Lendlease	**Date:**	19/07/2021
Site:	OTH Manchester	**Reference No:**	**OTH-BEI-EE-ES-MES-X-0030**
Work Area:	Albert Memorial – Albert Square	**Rev:**	P02
Task:	Erecting / Dismantling Access Scaffold.	**Status:**	S3

Key Points for Operatives Working on OTH

i. **Our Albert memorial is a grade 1 listed monument and is of exceptional architectural interest.**
ii. **All operatives will respect and protect the heritage of the monument at all times.**
iii. **A high standard of workmanship, professionalism and conduct is expected from all operatives at all times.**
iv. **All operatives involved will be briefed on the importance of protection to the monument.**
v. **All operatives to receive the Lendlease site specific induction and have attended Lendlease IIF training before commencing any work.**
vi. **Any damaged must be reported to the Lyndon SGB management / supervision IMMEDIATELTY, then reported via management / supervision to Lendlease and or MCC.**
vii. **You must only smoke in designated areas this includes E-Cigarettes, designated areas will be confirmed on your site induction.**
viii. **Mobile phone usage is permitted in designated safe zones only, safe zones will be confirmed on your site induction.**
ix. **Whilst working at the OTH project public interface will be inevitable, Lyndon SGB operatives / supervision and management are to be courteous and polite at all times when dealing with the public, any complaints from members of the public please refer them to the MCC offices and or a management member of Lendlease.**
x. **Operatives to be made aware they are representing not only Lyndon SGB but Lendlease and Manchester City Council.**

i. **This Method statement MUST be read in conjunction with:**

- i. **OTH-BEI-TH-ZZ-MES-0069-P02 General Site Procedures**
- ii. **GN074-2020-01 Social Distancing During Scaffold Activity – COVID 19**
- iii. **GN076-2020-01 Novel Coronavirus (COVID-19) and Company First Aiders**
- iv. **Site-Operating-Procedures (latest version) and Clients specific SOP's for site safety – COVID 19**
- v. **RA0025-04 - COVID – 19**
- vi. **Super TBT – Lendlease return to work / site COVID-19**
- vii. **Update / revisions to the above-named documents will be issued and briefed as and when required, all documents are subject to change dependent on new government guidelines.**
- viii. **Prior to works commencing – Lyndon SGB Management to carry out the Lyndon SGB return to the work plan post COVID 19 – THIS MUST ALSO BE APPROVED AND SIGNED OFF BY Lendlease site management team.**
- ix. **All management / supervision / operatives to have watched and discussed the working methods detailed in the Lyndon SGB video presentation – Social Distancing in scaffolding.**
- x. **TBT 038 – OTH Chaining Procedures.**

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METHOD STATEMENT

Incorporating the Assembly, Use, Dismantle and Fall Recovery Plan.

Lyndon SGB BY BRAND SAFWAY

Customer:	Lendlease	**Date:**	19/07/2021
Site:	OTH Manchester	**Reference No:**	**OTH-BEI-EE-ES-MES-X-0030**
Work Area:	Albert Memorial – Albert Square	**Rev:**	P02
Task:	Erecting / Dismantling Access Scaffold.	**Status:**	S3

Supervision			
Supervisor:	S Scoynes - (First Aider) FLL	**Contact No:**	07971 803798
Supervisor:	B Quinn - (First Aider) FLL	**Contact No:**	07830 961755
Supervisor:	A Garland – FLL	**Contact No:**	07913 566567
Supervisor:	P Warburton – FLL	**Contact No:**	07545 807284
Supervisor:	A O'Neill - FLL	**Contact No:**	07376 069381
Supervisor:	A Parry – (First Aider) FLL	**Contact No:**	07976 216875
Supervisor:	M McCoy - FLL	**Contact No:**	07799 424707
Emergency Contact:	C Parry - FLL	**Emergency Contact No:**	07968 605203
Emergency Contact:	S Seaton - FLL	**Emergency Contact No:**	07976 332330

Programme					
Start Date:	Subject to program	**Working Days & Hours:**	Mon-Thurs	0730 – 1600	Please note that the program start dates and duration are indicative only
Duration:	Subject to work content		Fri	0730 – 1500	
			Sat	NA	
			Sun	NA	

Specification of the Works to be Carried Out			
i. All scaffolds will be erected in accordance with The Work at Height Regulations 2005, NASC TG20:13, NASC SG4:15 and the agreed client specification.			
Design Standard:	☐ TG20:13 ☐ TG20:13 compliance sheet ☒ TG20:13 bespoke	**Quotation No:**	QMN009883-56
		Item No(s):	165V, 166V, 167V, 168V, 169V, 170V, 171V, 172V, 173V, 174V, 175V, 176V, 177V, 178V, 179V, 180V, 181V, 182V, 183V, 185V, 186V, 187V, 188V.
		Design No:	OTH-BEI-EE-ES-DWG-X-0207-C01-S3 OTH-BEI-EE-ES-DWG-X-0208-C01-S3 OTH-BEI-EE-ES-DWG-X-0209-C01-S3 OTH-BEI-EE-ES-DWG-X-0210-C01-S3 OTH-BEI-EE-ES-DWG-X-0211-C01-S3 OTH-BEI-EE-ES-DWG-X-0212-C01-S3 OTH-BEI-EE-ES-DWG-X-0213-C01-S3 OTH-BEI-EE-ES-DWG-X-0214-C01-S3 OTH-BEI-EE-ES-DWG-X-0216-C01-S3 OTH-BEI-EE-ES-DWG-X-0216-C01-S3 OTH-BEI-EE-ES-DWG-X-0217-C01-S3 We will be working to the most recent revision number of each design number stated above.

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METHOD STATEMENT

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Work Area:	Albert Memorial – Albert Square	**Rev:**	P02
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Erection Standard:	☒ NASC SG4:15 ☒ Manufacturers user manual☐ LYN-GN063 HAKI staircase ☐ Other, please state	
Social Distancing:	☒ GN074/01 Social Distancing ☐ Other, please state	

Manpower Resources and Competency	
Manpower to be Utilised:	Up to 16 operatives
All operatives are to sign in daily using the sign in register, by signing this register the operative is confirming that they are not suffering from any Covid-19 symptoms	
Supervisor	i. CISRS Advanced card holder, with a CISRS Scaffolding Supervisor qualification or its equivalent i.e. CSCS Contract Managers card etc.
Scaffold inspector	i. CISRS Advanced card holder with advanced scaffold inspection certification.
Scaffold Operatives	i. CISRS registration card at the relevant grade. Initial beam span element of the scaffold to be constructed by a Part 2 scaffolder or higher grade. Independent and birdcage elements can be built by a Part 1 scaffolder or higher grade. ii. Operative/supervisor ratio of 1 in 8 to be maintained
Plant operators	i. CPCS registration card for the telehandler operator.
Further reference may be made to the Lyndon SGB competency matrix	

Equipment to be Used and Conformity Requirements

The scaffold will be constructed of scaffold tube, scaffold fittings, scaffold boards, ladders and ancillary equipment, which may include system scaffolding.

i. All materials will be in accordance with a relevant BS/EN standard or its equivalent i.e. scaffold tube S355JOH grade, scaffold boards BS 2482 (MG), scaffold fittings BS EN 74 (drop forged load bearing couplers), ladders BS 1129, BS 2037 or BS EN 131, system scaffold to BS 12810 and BS 12811, the list not meant to be exhaustive.

ii. The scaffold will predominately be decked out with steel scaffold boards, Due to the irregular contour of the building façade fire retardant timber scaffold boards will be required on the inner face. The timber boards will be purchased new for the project and have a life span of 5 years.

iii. Graded timber fire retardant scaffold boards BS2482 (MG) will be tested and certified to the highest European fire standards in accordance with EN 13501-1:2018, Euro Class B (combustible materials with very limited contribution to fire) Smoke Test – s1 (Little or no smoke) Flaming Droplets – d0 (Little or no smoke) – Reaction to fire classification : B-s1,d0.

iv. Due to the higher grade of fire classification, timber fire retardant boards can be notched / cut to size on site, the cutting / notching of boards has zero effect on the treatment leaching out and does not require re-treating.

v. Sheeting, if applicable to be flame retardant to BS 7955 and certified to LPS 1215.

vi. Cordex protection sheets to be flame retardant and comply with LPS 1207.

vii. Materials will be free from visual damage that will foreseeably affect its performance whilst in use.

viii. Materials are visually inspected prior to issue from the depot.

ix. Materials are visually checked prior to each use by the operative, defective materials will be segregated to prevent use and subsequently removed from site.

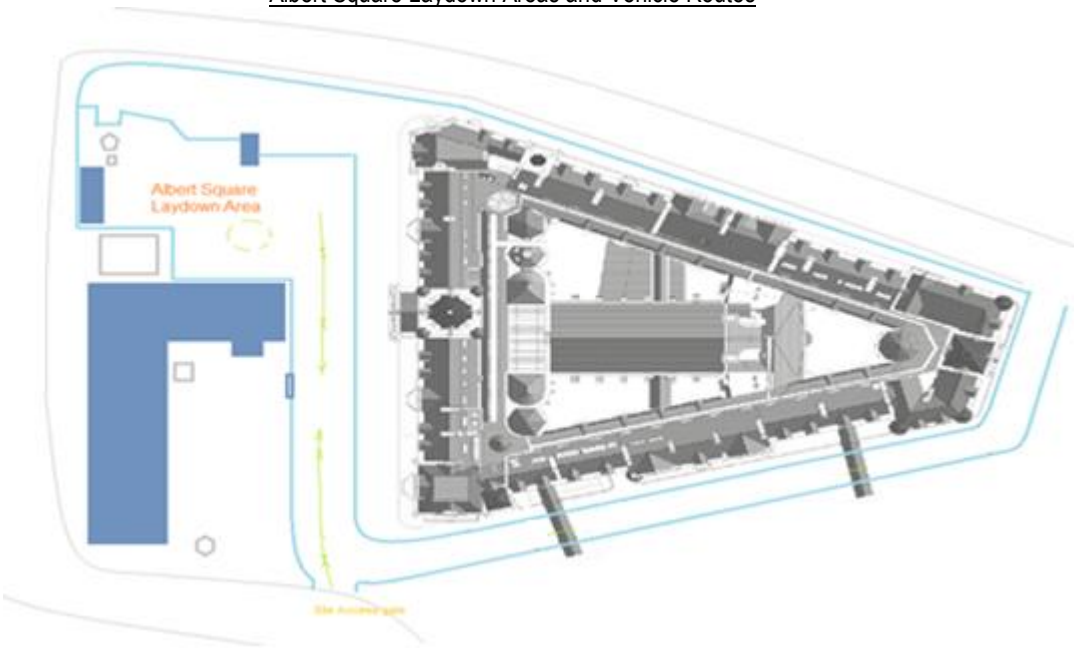
Powered Hand Tools that may be used on site	
☒ Cordless impact wrench ☐ Rotary hammer drill - battery or 110 volts ☒ Reciprocating saw - battery or 110 volts ☐ Other, please specify	Please refer to the tool specific risk assessment for noise and vibration figures, however hearing protection is mandatory for all hand-held power tools

All shared tools will have the touch points sanitised after use by the user before being returned to storage

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Albert Square Laydown Areas and Vehicle Routes



Unloading and Loading Arrangements	
☐ Site craneage ☒ Site forklift or telehandler ☒ Vehicle mounted crane (HIAB) ☒ Manual handling. ☐ Other, please specify	
i. Demountable load beds will be demounted. ii. Access to raised bed is not permitted. iii. Where unloading / loading requires HIAB all delivery loads will be pre-slung prior to leaving our yard, HIAB will be operated from ground level. Reference OTH-BEI-EE-ES-MES-X-0024 P05 S3 - OTH Lifting Plan Lorry Loader.	

On Site Storage Arrangements
i. Materials will be stored in an agreed area on site and be subject to good housekeeping.

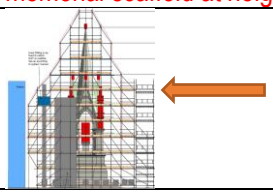
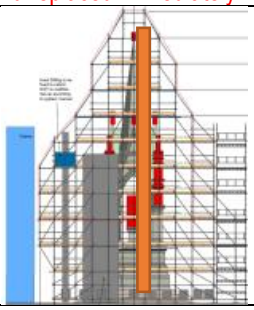
Method to Be Used to Move Materials Around Site	
☒ Site forklift or telehandler ☐ Tractor and trailer ☐ V barrow or similar ☒ Manual handling ☐ Other, please specify	Telehandler to be always directed via a banksman. Reference OTH-BEI-EE-ES-MES-X-0044 - OTH - Lifting Plan Telehandler – Concrete Kentledge blocks are covered within this lift plan.

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Method to Be Used to Move Vertically Materials

i. The method for moving materials vertically will be subject to a full review of each individual work location. The review will be guided by working down the below list of hierarchy of controls. The chosen methodology of moving materials vertically will be dependent on the height of the building, complexity of lifting operations, hazards and risks, timescales. Mechanical aids are preferred over manual handling to reduce the manual handling risks to operatives, but the chosen lifting equipment must be commensurate with the risk.

Method		Comments	
Tower/Mobile Crane	☐	The use of mobile tower crane would be impractical given the small landing area on the memorial scaffold at height.	
Forklift Truck	☒		To be used to raise materials to all levels up to lift 6 onto the loading bay
Passenger/Goods Hoist	☐	There are no hoists available for raising scaffold materials on the memorial scaffold.	
Mechanical Hoist	☐	Preference to braked gin wheel over mechanical hoist due to risk of materials being dislodge while being raised	
Braked Gin Wheel	☐	The shape of the memorial scaffold does not lend itself to the use of a braked gin wheel	
Hand Lines	☐	To be used to raise bagged fittings between levels on the internal birdcage scaffold. All fittings are to be raised in the heavy-duty lifting bags which are designed for the task of raising heavy materials. Any bags which are showing signs of wear or damage will be removed from use and replaced immediately.	
Manual Handling	☒		To be used to raise materials the full height of the scaffold. To be used in dedicated chaining bays through the scaffold.

ii. For mechanical methods and braked gin wheel methods for moving materials vertically, please refer to the specific lifting plan.

iii. Materials shorter than 2.1m (7ft) to be raised vertically either mechanically or using a braked gin wheel and or rope (secure Pulley) to maintain social distancing.

iv. Manual handling methods to raise materials vertically can be carried out to the 4th scaffold lift from ground level (taken as 8m from ground level) on the external face of the scaffold

v. Manual handling methods to raise materials vertically to any height above the 4th scaffold lift from ground level will be carried out in dedicated chaining bays constructed internally into the scaffold.

vi. Chaining bay positioning will be reviewed by Lyndon-SGB and Lendlease during the early erection phase of the scaffold and constructed into the scaffold as the scaffold is erected to the first lift where practical.

vii. Chaining positions and control measures are to be reviewed and approved by Lendlease prior to any chaining activities.

viii. All material chaining is to be carried out in accordance with the methodology detailed in TBT 038.

HOLD POINT - Due to the high risk nature of materials being moved vertically, exclusion zones with double clipped and fully secured heras fence panels and warning signs in prominent locations should always be erected around the lifting location and should be sufficient in size in relation to the height of the lift, where site constraints allow.

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Procedures for Changing the Method to Be Used to Move Vertically Materials

ii. The Method to Be Used to Move Vertically Materials may be modified to reflect changes in the working procedures and working environment by the following means:
   a. Revised version of this document.
   b. On site risk assessment and method statement revision form.
   c. Revised Smart Start Briefing

Any changes to the method to move materials vertically will be subject to a full review and follow the same hierarchy of controls as detailed above. The review will be made in conjunction with Lyndon-SGB management, supervision and Lendlease management.

Personal Protective Equipment

i. PPE to be worn will be determined by risk assessment, selected items will meet or exceed the relevant BS/EN standard, all PPE will be subject to a pre-use check by the user.

All	Scaffolders	Work at height specific
☒ Lyndon SGB logo helmet, EN12492/EN397 ☒ Body protection, overalls etc, EN340 ☒ Safety boots, EN 345 S3 grade ☒ Gloves, EN388 ☒ Eye protection, EN166 1F grade ☒ Hi-Viz, EN471 class 2 ☒ Wet weather gear, to EN343	☒ Safety harness, EN361 ☒ Twin tailed retractable lanyard, to EN355 ☒ Scaffold hook, to EN362 ☒ WRAPPA sling ☒ Tool lanyard(s)	☐ Fall arrest block. ☐ Horizontal safety line ☒ Fall retriever block. ☒ GOTCHA loop.

i. Scaffolder and work at height PPE will be subject to a 3 monthly recorded examination by a competent person.
ii. Safety harness and fall protection equipment inspections will be undertaken in accordance with Guidance Note GN075/02
iii. TBT093-2020 Safety Harness Inspection COVID-19

Task specific	Additional items
☒ Hearing protection, to EN352 ☒ Respirator – JSP Half mask P3R with disposable P3R filters, to EN149 ☒ Respirator – disposable, to EN149 ☐ Eye protection (box goggle), EN166 1B grade ☐ Restraint lanyard, EN166 1B grade ☐ Other, please specify	RPE must be used where social distancing cannot be maintained *Items of PPE will be sanitised frequently by the user*

Control of Substances Hazardous to Health (COSHH)

☒ No substances that are subject to the COSHH regulations will be used on site.
☐ The following substances that are subject to the COSHH regulations will be used on site, COSHH assessments will be provided on request

Substance 1		Substance 3	
Substance 2		Substance 4	

Environmental aspects and impacts

General	i. Customer to advise of any environmental issues that may affect or be affected by our works.
Resource use	i. All our materials are reused and will be removed from site on completion of our works. ii. All timber used will be FSC certified with chain of custody intact to Lyndon SGB.

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Environmental aspects and impacts	
Waste i.e. packaging, damaged scaffold materials etc.	i. We do not classify our materials as waste until they have been inspected on return to the depot. ii. The minimal packaging materials used will be disposed of using the customers on site waste disposal facility or will be returned to our local depot under our upper tier waste carrier registration CBDU180825.
Ground/water contamination	i. Where plant or equipment is serviced or fueled on site, COSHH assessments will be available for the substances to be used. ii. Plant refueling will be undertaken in agreed areas, spill kits will be available. iii. Certain items of plant may be required to be used with plant nappies.
Nuisance	i. Noise may be an issue if work is outside of the agreed site working hours. Out of hours working will require a permit from Lendlease.

Emergency procedures

i. We will comply with the site emergency procedures as detailed in the Principal Contractors construction phase health and safety plan.
ii. In the event of fall involving a safety harness, please refer to the fall recovery plan.
iii. The Customer will provide first aid personnel and facilities on site, where this is not provided Lyndon SGB will provide suitable first aid provision as determined by risk assessment.
iv. Lyndon SGB site establishment will be equipped with a first aid kit suitable for the number of persons employed on site.
v. Lyndon SGB vehicles will be equipped with a travel first aid kit.
vi. Operatives will initially report any incident/accident to their immediate Supervisor.

Monitoring and compliance

i. Supervision will implement, monitor and enforce this method statement by periodic visits to site.
ii. Regular review and updating of the CMP and ITPBY Lyndon SGB management and SHEQ department.

Assessment of significant risks

i. This method statement to be read in conjunction with the attached risk assessment and the combined Safe Start/Job Safety Plan (JSP) document.

Procedures for Changing this Safe System of Work (RAMS)

iii. This method statement may be modified to reflect changes in the working procedures and working environment by the following means:
   a. Revised version of this document.
   b. On site risk assessment and method statement revision form.
   c. Combined Safe Start/JSP (Job Safety Plan) document.

General

i. Slips and trips are a major cause of injury on site, Operatives must be aware of their surroundings and must work safely, ensure you are looking where you are walking and working, do not step onto or over debris, avoid tripping or slipping hazards, do not stand on manhole covers. Choose an access route or work area that is free from hazard. Do not enter access routes or work areas where hazards are not adequately controlled or lit. Be aware of plant and lifting movements and maintain a safe distance. Ensure work areas and access routes are gritted prior to access during frosty weather conditions. Salt must not be used. Report any uncontrolled hazard to Supervision, ***do not ignore an uncontrolled hazard.***

Erection, dismantle and adaption procedure

i. Supervision will brief the erection team on the following:
   a. Location where the scaffold is to be erected/dismantle/adapted.

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b. The significant hazards and preventive/control measures from the risk assessment.
c. The safe system of work from the method statement.
d. The key constructional elements of the scaffold design.

ii. Operative will sign the method statement to confirm the adequate transfer of information to enable the team to work safely.

iii. The Supervisor or Chargehand will undertake a daily scaffold specific Safe Start/Job Safety Plan (JSP) to identify:

a. Any new significant hazards/risks.
b. Any existing hazard where the level of risk is now significant.
c. The relevant preventive/control measures.

iv. The combined Safe Start/JSP is a live document that must be used when you identify a significant hazard/risk.

Erection procedure

i. Materials will be transported to site and stored in an agreed location.

ii. Supervision / Management to ensure that the combined Safe Start/JSP (Job Safety Plan) briefing take place at the work face prior to commencing with any works (2.0m social distancing to be maintained at all times), this MUST be carried out at the start of each shift and after any significant changes to the work location and or method of works, all operatives involved with the operation must confirm their understanding of the works to be carried out / hazards / control measures detailed, all operatives must sign the sign on sheet.

iii. Before any works commence in this location an enhanced toolbox talk will be carried out at the work face to re-iterate the importance of protecting the monument from damage and taking additional care when working within close proximity of the structure. Also, before each shift starts during the JSP/Safe Start a discussion between supervision and the operatives will be held to highlight any locations where there could be a risk of close proximity working. These locations will be vigorously monitored by the supervision and works will be ceased if the supervisor feels the operatives aren't taking the additional care that's required. The safe start/tool box talk will be re-iterated again at this point before the supervisor allows works to commence. This level of supervision and care will be maintained for the full duration of works to the albert square monument.

iv. Operatives will establish a Lyndon SGB exclusion zone (double clipped heras fencing and signs) at ground level to prevent 3rd party access during the raising of scaffold materials.

v. Materials will be transferred into the raising of materials location by telehandler, into the exclusion zone / permit zone, storage to be subject to good housekeeping.

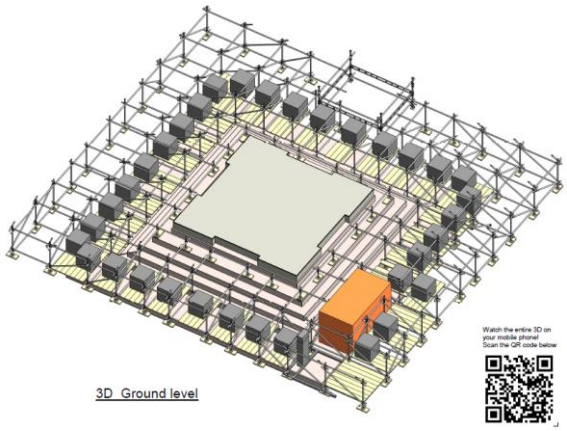
vi. Operatives will commence scaffold erection in accordance with their CISRS training, when the 1st bay is erected an "incomplete" scaffold sign or similar will be displayed on the scaffold. As the means of access onto the lifts is erected an "incomplete" scaffold sign or similar will be displayed adjacent to the points of access, 3rd party access will be restricted by physical barriers.

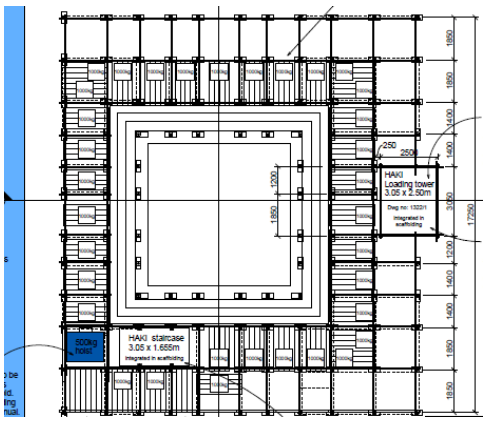
HOLD POINT – DURING ERECTION OF THE ALBERT MEMORAIL SCAFFOLD, OPERATIVES ARE TO ENSURE THAT ALL SCAFFOLDING COMPONENTS REMAIN AT LEAST 100MM FROM THE MEMORIAL ELEMENTS, TO PREVENT POSSIBLE DAMAGE CAUSED BY GLOBAL MOVEMENTS. ALSO, ALL OPEN-ENDED COMPONENTS WILL BE FITTED WITH TUBE CAPS AT THE END CLOSEST TO THE MONUMENT PRIOR TO INSTALLATION AS AN ADDED PROTECTION PRECAUTION.

vii. On completion of the base lift of the scaffold kentledge block will be positioned on the scaffold as detailed in the design drawing OTH-BEI-EE-ES-DWG-X-0208-C01-A. **The boards which the kentledge block are to sit on must be supported with transoms spaced no greater than 450mm centres.**

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viii. The telehandler will be utilised to raise the kentledge block onto the scaffold lift. Where the telehandler is unable to position block on the South/West side of the monument, a pallet truck will be used to transport kentledge block along the lift and into position.

ix. Where the block is to be placed into position by the pallet truck, the telehandler will first load the block onto a 1000kg graded 4-way wooden pallet, this will be done at the nearest possible location to the blocks final load position. The pallet truck will then transfer the load into its position.

x. For ease of movement along the scaffold with the loaded pallet truck, the scaffold boards will be fitted with a plyboard overlay. This will provide a flush and level deck for the blocks to be manoeuvred into position.

HOLD POINT – KENTLEDGE BLOCK ON THE NORTH, EAST AND WEST SIDE MUST BE PLACED AS MUCH AS POSSIBLE TO THE OUTSIDE FACE OF THE SCAFOLD. KENTLEDGE BLOCK ON THE EAST SIDE MUST BE PLACED IN THE CETRE OF EACH BAY

xi. Once all the kentledge block have been positioned at the base level, the scaffold can be erected to the full height as per the design drawings.

xii. Whilst erecting further lifts, operatives will work from a NASC SG4 safe zone, when working outside of the safe zone i.e. when establishing or moving the safe zone, operatives will work in accordance with NASC SG4, the Safety Step will be the preferred means of achieving collective protection.

xiii. From scaffold lift 4 catch fans will be installed around the full perimeter of the memorial scaffold below the lift being installed. Catch fans are to overlap and corner fans installed to ensure there are no gaps in the catch fan.

xiv. All operatives working in this area must cease all scaffold works during the raising of the catch fans.

xv. Catch fans will be lapped along the full length of the work area so that there are no gaps in the protection.

xvi. Corner return nets will be installed to ensure there are no gaps in the catch fans.

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xvii. Mini catch fans will be raised to the next level by tethering two light lines to the catch fan (one at either end) which will also be tethered at the other end of each line to the scaffold to eliminate the possibility of the fan falling during transfer between lifts. The fan will then be disconnected from the scaffold and offered up by two operatives. A further two operatives on the lift above will raise the fan up to the next level on the light lines and then secure it to the scaffold.





xviii. When operatives are cutting / notching boards a cutting area is be set up consisting of toe-boards and brick guards any off cuts / notches are to be securely bagged and stored to prevent risk of falling from height, waste bags are to be removed from the area and stored at ground level ready to be taken back to our yard.

xix. All transoms to be fitted with tube caps to avoid any possible damage to the building façade.

xx. All fittings to be bagged. Any damaged fitting bags will be removed from use and disposed of through the correct waste streams. All fittings are to be raised in the heavy-duty lifting bags which are designed for the task of raising heavy materials. Any bags which are showing signs of wear or damage will be removed from use and replaced immediately.

xxi. All hemps to the outside standard line of scaffold must be tethered prior to installation, this method statement to be read in conjunction with toolbox talk: TBT124-2018-01 Tethering of Scaffold Tube Standards.

xxii. The means of access (Staircase) will be erected progressively with the scaffold, the gap in the guardrail at external/ internal ladder access points will be closed using a Lyndon SGB safety gate. (Ladder access will be temporary for Lyndon SGB use only) the permanent access staircase will be completed, and temp ladders removed prior to handover to Lendlease.

HAKI Stair Tower

i. As the means of access onto the lifts is erected an “incomplete” scaffold sign or similar will be displayed adjacent to the point of access, 3rd party access will be restricted by physical barriers.

ii. The stair tower is to be formed from HAKI system scaffold in accordance with the standard configuration shown in the HAKI stair tower

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user guide.

ii. The stair tower will be erected in accordance with the sequence shown in the HAKI stair tower user guide.

iii. Ties are to be installed progressively as the stair tower is erected. Ties to be in accordance with the design or to inner and outer standards at both ends, at each platform level, using tube and fittings and to be identified by a tie tag. In this instance the staircase ties will be physically tied tube and fitting directly to the memorial scaffold. No ties will be installed directly to the monument itself.

iv. All stair landings to be protected by treble guardrail and toe boards.

v. On completion of the stair tower, all spare components will be cleared from the work area and stored in an agreed position or removed from site.

vi. The following table identifies the maximum number of persons permitted for different height stair towers. Also refer to the HAKI Stair Tower Users Guide.

Number of Persons Permitted																						
Stair Tower Height (m)	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40	42	44	46	48	50
Max Persons	74	91	108	125	127	125	122	119	116	114	111	108	106	103	100	97	95	92	89	87	84	81
For Heights Over 50m, Consult Lyndon-SGB Technical Department, * Based on maximum 100 kgs per person																						

xxiii.

Hand over procedure

i. On completion of the scaffold, the Chargehand will carry out an inspection to ensure that the scaffold is ready for its hand over inspection.

Hand over inspection

i. On satisfactory completion of the inspection, the Scaffold Inspector will undertake a methodical hand over of the scaffold in conjunction with the client to ensure that the scaffold as erected complies with the agreed scaffold specification.

ii. On satisfactory completion, the result is recorded on a hand over certificate and scaffold tag, the hand over certificate is issued to the customer.

iii. Client is to use own stylus pen to sign digitally sign for acceptance of the handover to avoid cross contamination.

Schedule 7 inspection procedure

i. The Scaffold Inspector will inspect the scaffold in accordance with the requirements of The Work at Height Regulations 2005 and record the findings on the scaffold inspection tag and the schedule 7 inspection record.

ii. Minor issues may be rectified at the time of inspection, major issues or repetitive issues will be recorded on an unsafe scaffold report, for action by the customer.

Dismantle procedure

HOLD POINT - Due to the length of the hire period detailed RAMS review must take place prior to any dismantle works commencing, to highlight the changes to site conditions, associated risks, changes to legislation / working practices etc.

i. The Chargehand will initially inspect the scaffold to ensure that it is structurally sound, and it is suitable to be dismantled i.e. ties and braces are still in place, platforms are clear of debris etc. If debris is still present the scaffold must be returned to customer for remedial action.

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ii. When we are satisfied that the scaffold is safe to dismantle, Operatives will establish a Lyndon SGB exclusion zone (barriers and signs) and will place incomplete scaffold signs or similar at the points of access onto the scaffold, 3rd party access will be restricted by physical barriers.

iii. The scaffold will be dismantled in accordance with their CISRS training, generally in the reverse order to the erection procedure.

iv. Whilst dismantling further lifts, operatives will work from a NASC SG4 safe zone, when working outside of the safe zone i.e. when establishing or moving the safe zone, operatives will work in accordance with NASC SG4, the Safety Step will be the preferred means of achieving collection protection.

v. The means of access (staircase, ladder access etc.) will be dismantled progressively with the scaffold.

vi. Braces will be dismantled progressively with the scaffold, no structural component will be removed from any lift below the lift that is being dismantled.

vii. Supervision and Scaffolders must ensure that the structure remains stable and that it does not become overloaded with dismantled materials.

viii. No materials will be bombed, all fittings will be bagged or passed by hand to ground level.

ix. On completion, all materials will be cleared from the work area and stored in an agreed position or removed from site.

x. A final visual check and video survey of the work area will be taken by the Lyndon SGB supervisor and or management prior to leaving site.

Fall Recovery Plan

Equipment to be used and conformity requirements.

Equipment	Test	Through Examination	Inspection	Checks
Fall Retriever Winch	Certificate of test on purchase and annual re-certification	6 monthly by Approved Insurance Company Engineer	3 monthly, by competent person	Pre use by USER
GOTCHA Suspension Loop	Certificate of test or conformity or CE marked on purchase	No requirement		

Equipment location

i. Rescue has to be undertaken in a timely manner, to facilitate this the rescue equipment should be located at the work location.

Manpower resources and competency.

i. Operatives will be trained and will receive ongoing training in the requirements of this fall recovery plan.

Monitoring and compliance.

iii. Supervision will implement, monitor and enforce this method statement by periodic visits to site.

Assessment of significant risks.

ii. This Method statement to be read in conjunction with the attached risk assessment.

Fall Recovery – General

iv. Scaffolding works will be undertaken in accordance with the working practices detailed in the current version of NASC SG4, which require Scaffolders to be working within a Scaffolder Safe Zone or to be clipped on via their safety harness and lanyard.

v. In the unlikely event of a Scaffolder falling, these working practices increase the likelihood of a Scaffolder having their fall arrested by their safety harness and then being suspended until recovered.

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vi. HSE currently advise that suspension in a harness can lead to pre-syncope (fainting) in most normal subjects within 1 hour and in a fifth within 10 minutes.

vii. It must be recognised that the risk of a Scaffolder falling and being suspended by their safety harness is assessed as **LOW**, NASC accident statistics demonstrate that in the last 5 years only 1 Scaffolder has fallen and been suspended in a safety harness and here has been no recorded instances of pre-syncope.

viii. The recovery of the suspended person should take place as soon as is reasonably practicable.

ix. The recovery procedure detailed in figure 3 will be applied to all our scaffold operations.

x. In most instances' recovery will be undertaken from the adjacent scaffold structure. Where practicable the rescue platform will be fully boarded and protected by a single guardrail, however as time is of the essence it is acceptable for the rescue to be undertaken from the scaffold structure provided Operatives are clipped to a suitable anchorage point.

xi. In all instances the lead rescuer will determine the safe working procedure to be adopted, the objective being to not put any person at risk and to safeguard all personnel involved.

xii. Risk assessment will be used to determine the hazards and risks associated with fall recovery on the project.

xiii. On Site Risk Assessment and Method Statement Revision Form may be used to determine the hazards and risks associated with fall recovery on specific scaffold structures.

Fall Recovery - Suspension Trauma

i. HSE in September 2008 established that there has been no documented cases of suspension trauma occurring during the industrial use of fall protection and issued the following key recommendations:

- No change should be made to the standard first aid guidance for the post recovery of a semi-conscious or unconscious person in a horizontal position, even if the subject of prior harness suspension.
- No change should be made to the standard UK first aid guidance of ABC management, even if the subject of prior harness suspension.
- A casualty who is experiencing pre-syncopal symptoms or who is unconscious whilst suspended in a harness should be rescued as soon as is safely possible.
- If the rescuer is unable to immediately release a conscious casualty from a suspended position, elevation of the legs by the casualty or rescuer where safely possible may prolong tolerance of suspension.
- First responders to persons in harness suspension should be able to recognise the symptoms of pre-syncope. These include light headedness; nausea; sensations of flushing; tingling or numbness of the arms or legs; anxiety; visual disturbance; or a feeling they are about to faint. (Motionless head up suspension can lead to pre-syncope in most normal subjects within 1 hour and in a fifth within 10 minutes.)

How to use the Gotcha Suspension Loop

i. Rescuers ***MUST*** be clipped on!

ii. Fasten the GOTCHA Suspension Loop clip to an anchor point close to the Fallers clip on point.

iii. Open bag and drop the loop.

iv. Adjust the length with the buckle until the Faller is able to step up into the loop i.e. loop must be above the level of the Fallers feet..

v. The Faller whilst still attached to his safety harness now stands into the loop, which relieves the pressure from the harness which in turn relives the pressure from his thighs.

vi. The Faller **MUST** still remain attached by his safety harness to his harness anchor point, the Faller isn't going anywhere, until **YOU**

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are **PROPERLY** ready to carry out the rescue.

vii. Now **STOP & THINK!!** The Gotcha Suspension Loop has brought you the time to plan and undertake the rescue.

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Customer:	Lendlease	**Date:**	19/07/2021
Site:	OTH Manchester	**Reference No:**	OTH-BEI-EE-ES-MES-X-0030
Work Area:	Albert Memorial – Albert Square	**Rev:**	P02
Task:	Erecting / Dismantling Access Scaffold.	**Status:**	S3

Any person that's is likely to encroach the 2 m social distancing to wear a FFP3 face mask, disposable gloves and eye protection

Figure 3

Fall of Person
Site/Emergency Services Alerted

FALLER UNCONSCIOUS

FALLER CONSCIOUS

Person to be instructed to pump their legs to maintain blood circulation

Where the rescue cannot be undertaken in a timely manner, the GOTCHA suspension loop must be deployed and tensioned for the Faller to step into

Not Adjacent to Scaffold

Adjacent to Scaffold

Not Adjacent to Scaffold

2 x Retriever Winch's

- Both winch's fixed to suitable anchorage points directly above the Faller.
- Rescuer lowered down on the 1st winch with the snap hook from the 2nd winch.
- Rescuer attaches snap hook to the Faller's harness front D ring, 2nd winch is tensioned.
- Faller is now safe.
- Rescuer cuts Faller's lanyard.
- Faller is winched up/down a maximum of 15/18 m to ground/platform (subject to model of retriever in use).

1 x Retriever Winch with rescue pole

- Winch fixed to suitable anchorage point directly above the Faller.
- Rescuer, using rescue pole, attaches the winch snap hook to the Faller's harness front D ring, winch is tensioned.
- Faller is now safe.
- Rescuer cuts Fallers lanyard.
- Faller is winched up/down a maximum of 15/18 m to ground/platform (subject to model of retriever in use).

Rescue from scaffold

- Where practicable a fully boarded, single guardrail protected platform will be established from which the rescue will take place.
- Due to the time constraints for the rescue, it may be necessary to undertake the rescue from a less secure working platform, under such circumstances all personnel will be securely clipped to the structure via their safety harness.
- In all instances the lead rescuer will determine the safe working procedure to be adopted, the objective being to not put any person at risk and to safeguard all personnel involved.

1 x Retriever Winch

- Winch fixed to suitable anchorage point directly above the Faller.
- Rescuer passes down the snap hook, which the Faller attaches to their harness front D ring.
- Rescuer tensions the winch.
- Faller is now safe.
- Faller is winched up/down a maximum of 15/18 m to ground/platform (subject to model of retriever in use), lanyard may be cut to aid recovery.

Once rescued to a safe area, the Faller should be placed in the recovery position and attended to by a trained first aider, who will follow the current COVID-19 guidance issued by the Resuscitation Council UK, see page 3, until the site/emergency services are in attendance.

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METHOD STATEMENT

Incorporating the Assembly, Use, Dismantle and Fall Recovery Plan.

Customer:	Lendlease	**Date:**	19/07/2021
Site:	OTH Manchester	**Reference No:**	**OTH-BEI-EE-ES-MES-X-0030**
Work Area:	Albert Memorial – Albert Square	**Rev:**	P02
Task:	Erecting / Dismantling Access Scaffold.	**Status:**	S3

Method Statement Prepared By					
Name:	Nathan Smith	**Telephone:**	0161 205 2100	**Signature:**	
Email:	Nsmith2@lyndon-sgb.co.uk	**Mobile:**	07976 332330		
Address:	Hendham Vale Ind Est, Hazelbottom Road, Manchester. M8 0AD.				

Distribution.

i. Copy to be submitted to our Customer for approval.
ii. Operatives to sign onto the method statement.
iii. Chargehand to be issued with a copy to be retained on site.

I confirm that I understand and will work in accordance with this method statement and its attached risk assessment

Name:	Signature:	Date:	Name:	Signature:	Date:

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Customer:	Lendlease	**Date:**	19/07/2021
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Name:	Signature:	Date:	Name:	Signature:	Date:

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