

CYGNET BURY

**Off Buller Street
Bolton, BL8 2BS**



DEMOLITION OF EXISTING GATE HOUSE/LODGE

BUILDING METHOD STATEMENT

This statement is to be read in conjunction with construction and demolition plan

Proposal Description:

Proposed demolition of existing Gate House / Lodge Building to help with traffic movement and management of the site

1.0 SCOPE OF WORK Demolition of Gate House Building - Work will include: (In no particular Order)

- 1. Hoarding / fencing & secure site**
- 2. Site set up**
- 3. Isolation of existing services – undertaken by Client prior to commencement.**
- 4. Internal Soft strip of fixtures and fittings.**
- 5. Demolition of Existing above ground structures, over sites & foundations**
- 6. Removal of Hard standings**
- 7. Removal of existing foundations as close as practical to the existing boundary.**
- 8. Grubbing out of drains, manholes etc.**
- 9. Backfilling of areas which necessitate the removal of foundations etc.**
- 10. Removal of Arising's not recycled at site.**
- 11. Processing arising's**
- 12. Scaffold access / protection (Design) – see third parts MS.**

2.0 INDUCTION AND FAMILIARISATION:

2.1 Prior to commencement of work, all construction operatives, and Sub-Contractor's personnel will receive a site specific safety induction from the Site Manager. Records of Inductions will be kept using site specific induction Form

2.2 HOLD POINT - Site Induction will be carried out for all site operatives.

2.3 During Induction the Site Manager shall carry out spot checks to ensure operatives have a good understanding of the proposed methods of works and risks associated with the duties assigned to the operative whilst working on the site.

2.4 Operative will be assessed on an ongoing basis, by the site supervisor: Operatives will be expected to be able to demonstrate a reasonable understanding and knowledge of the works and processes they are involved in. Should operatives not be able to demonstrate a reasonable understanding of the processes and risks associated with the works activity they are involved in at site, the site supervisor will ensure the non-compliant operative is mentored by the site supervisor / appointed person to ensure knowledge and understanding is increased to an acceptable level. Should the site supervisor feel that an operative is unable to demonstrate a sufficient level of understanding reasonable to expect for the task they undertake will be asked to stop works until such times as they can demonstrate compliance.

2.5 During site induction the following will be included:

2.6 Safe Access Routes to work areas and Work Areas will be identified- Safe Access route will be identified by simple means such as spray marker paint, zebra tape and simple signage to advise “Caution You are Now Entering a Work Area” etc. Tool box talks will be used to communicate changes.

2.7 “Good House-Keeping” and paying particular attention to the external areas of the site and ensuring the site activity does not un-necessarily impact the areas immediately outside the site.

2.8 Neighbouring properties, Dust Suppression, avoidance of nuisance dust / noise. – Sensitive receptors / areas such as Air conditioning units, open windows etc.

2.9 Good neighbourly conduct at all times.

2.10 Site Traffic and Construction Plan– Including Access and egress to site using the existing roads / site entrances – accident awareness, including potential for pedestrians walking in road way immediately outside the site entrance. Requirements for Banksman whilst reversing Vehicles etc.

2.11 The need for High standards of Hygiene. / Potential Hazards associated with contaminated Ground, signs of possible effects on health to look out for.

2.12 Protection of the environment

2.13 Segregation areas / significant contamination / exclusion / control zones / permits

2.14 Procedure for reporting any unusual conditions.

2.15 Mandatory PPE / RPE.

2.16 All personnel will sign this method statement to confirm they have read and understood the requirements of this method statement & the requirements it places on them as an individual, operatives will then be authorised to commence work.

2.17 The main site entrances are located off Buller Street which is a two lane dual direction public highway, domestic housing is located along the approach road. Access to Buller Street over the bridge drive up to the site will not be blocked as a consequence of these works. Client’s traffic management plan will be adhered to at all times.

2.18 The site is located close to existing residential properties and care will be taken to avoid nuisance dust and limit noise where possible and practical, should it be necessary noise monitoring will be carried out to ensure compliance with Local Authority Guidelines.

2.19 Dust Emissions Monitoring: will be carried out, where appropriate, to ensure compliance with Local Authority Guidelines can be demonstrated.

2.20 Existing buildings: The structure is a brick and stone constructed over a slate roof. Traditional construction techniques appear to have been used and there is little concern for instability due to the works being carried out.

2.4 Access internally to the work areas will be via existing entrance.

2.5 Works areas, where practical, will be isolated from other operatives on site by using suitable barriers and signage to prevent access to unauthorised personnel.

2.6 Loading areas will have sufficient hard-standing to facilitate loading of demolition arising's not recycled at site into skips & tipper Lorries.

2.7 Construction vehicles will have a Banksman in attendance particularly when reversing operations are taking place and protection of the public is required along the main road.

2.8 Prior to Works Commencing, the site supervisor will fully complete the site set up of the welfare units and mandatory paperwork.

2.9 PERMITS TO WORK will be used to control the following types of work:

- Hot works
- Deep Excavations

3.0 PREPARATION AND EQUIPMENT DELIVERY:

3.1 All plant and equipment will have already been delivered to site. Storage areas will be kept clear of obstructions and be reasonably level. All equipment will be checked for serviceability prior to use for the first time, inspections will be recorded in the plant register at site, and additional inspections will be carried out and recorded on a weekly basis. Site Supervisor to ensure records are complete and faults reported / rectified or plant is removed from service and labelled accordingly until the problem has been fully resolved and signed off.

3.2 Suitable access roads and hard-standings are in existence for the vehicles to enter the site and for the 360° Excavators and other mobile plant to operate.

3.3 Existing site boundary has been secured with Fencing / boundary treatments exceed 2.0 m in height and will be used to prevent third parties from entering the site.

3.4 Hera's style fencing or similar will be employed to close any open boundaries as a result of works.

4.0 EXISTING SERVICES:

All existing services within the structure will have been terminated or isolated by others prior to demolition work commencing - client to issue Clearance Certificate HOLD POINT .There are known Gas, Electrical and Water services to the site – Water Service is to be located and remain Live to facilitate dust suppression during the works (free supply by client) . A CAT scan of the site will need to be carried out prior breaking out hardstands etc.

5.0 INITIAL VISUAL ASSESSMENT:

5.1 The Site, surrounding area and structure of the building has been visually assessed prior to this method statement and risk assessments being prepared and issued, the building onsite is primarily:

- **Superstructure:** brick and stone structure
- **Elevation infills:** Brick / blockwork cavity
- **Roof :** slate
- **Ground floor :** Reinforced Concrete
- **Anticipated Foundation design:** Pad / reinforced strip

6.0 FURTHER STRUCTURAL ASSESSMENT

6.1 Prior to Demolition works Commencing, site supervisor and his team of appropriately Skilled Knowledgeable and Experienced operatives, will inspect the building's / structure's, site and local conditions to confirm the details of this method statement are the most appropriate and mitigate the potential risk, as far as practical, associated with the work activity. Particular note should be taken of items such as footpaths, proximity of existing structures, safety considerations and advice / instruction from engineers, changing condition & original construction of the structures etc

7.0 CHANGES TO METHOD

7.1 Changes to this method statement will be recorded as necessary by the appointed Person: Site supervisor or author of this document, to fully account for changes to the method.

7.2 Additional Advice from engineers should be sought for major changes to proposed demolition of complex structures.

7.3 Site supervisor will deliver Tool box talks to reflect changes to this method statement and ensure all personnel fully understand the changes and implications of such changes. Tool box talks will be recorded and signed by all operatives to acknowledge understanding of the changes and implications.

7.4 SUSPECT ASBESTOS MATERIAL and unforeseen Hazards - Unknown Occurrence – On discovery of suspect material, suspend works in the immediate vicinity, remove all personnel from the area affected and decontaminate all personnel potentially affected, avoid disturbing suspect material, create an exclusion zone around the area, if possible and no further risk will be introduced; cover and seal the affected area. As soon as practical give notice to the contracts management and or Principal contractor to allow further investigation, identification and assessment of the material and potential risks. – See section below “ACCIDENTS INCIDENTS AND EMERGENCIES”

8.0 SOFT STRIP, CLEARANCE GENERALLY & SEGREGATION OF WASTE:

8.1 Soft strip of the building will be carried out by hand to remove loose items fixtures fittings & chattels, to prepare the buildings for machine demolition. Operative will wear appropriate PPE & RPE for the task being undertaken.

8.2 Items removed during the soft strip will be placed in skips, as far as reasonably practicable waste will be separated on a like-for-like basis and placed in separate skips. Clean Wood General rubbish
Ferrous Metals Non-Ferrous metals

9.0 DEMOLITION:

9.1 Should the construction of the buildings differ from the initial inspections and construction listed above, the site supervisor will consult with the relevant personnel to determine and formulate an alternative methodology required. This method statement will be amended accordingly, fully taking account of the condition & construction of the building, site specific issue and the surrounding area & local weather conditions.

9.2 Site supervisor will constantly assess changing site conditions and potential risks, Tool box talks will be delivered to all site operatives, as and when necessary, to communicate changes to the methodology and highlight additional risks / issues that may present themselves during the course of the works, he will plan the works to minimise risk. He will deploy appropriate measures such as zebra tape, barriers, signage and fencing to create exclusion zones as necessary, to prevent third parties and operatives from inadvertently entering into demolition areas & drop zones that could cause harm as a result.

9.3 NB: Where structure are in close to the Existing foundations to party walls, in close proximity to culverts, live services, retaining structures will be removed where practical and if possible where no potential problems may result from the removal.

9.4 Roof structures will be removed in section as required to progress the works safely and provide access to facilitate further demolition of walls. The roof structures will be removed by the use of the scissor lift and operatives removing the slates one by one and being lowered to the ground for removal.

9.5 The structure of the building's will be demolished from the top down, unless specifically stated otherwise in the method statement, to ensure the remaining structure does not pose a risk of uncontrolled collapse, the block / brick work walls & floors will be demolished as works progress, demolition will be undertaken initially by hand to remove roof structures and reduce walls to a safe level, operatives will work from the existing floors accessing higher levels from via MEWP's as is appropriate for the particular situation and roof height.

9.6 MEWPS WILL BE Scissor lift style and will be large enough to reach all areas with ease. The floor is firm and clear however the base of the MEWP will need to be protected from potential debris falling on it during the removal of arising.

9.7 Where deemed necessary upper levels will be demolished by hand to reduce them to a safe level and create access for the machine to demolish floors and internal partition walls as works proceed to gain further access as required, to facilitate the demolition of the super structure.

9.8 Operatives will hand demolish the superstructure in a piece meal fashion, to a safe height and to separate the structure to be demolished from the retained elements.

9.9 Site supervisor will inspect the building to determine at what stage sufficient hand demolition / separation of the retained elements has been achieved. The site supervisor will then authorise demolition to commence with a 360 Excavator.

9.10 Once buildings have been reduced, in height, sufficiently a demolition excavator will reduce the structure to ground slab level.

9.11 The superstructure of the building(s) will be folded in to the existing foot print ensuring a stable structure is maintained.

9.12 Hot Works may be required to place pre weakening cuts in the steel frame to ensure that there is little opportunity for the steel not to react the correct way.

9.13 Steel work at height is likely to be removed, in some instances, from the MEWP so as to reduce the burden of weight when the structure is at its most vulnerable.

9.14 Machines will be under the control of Skilled, Knowledgeable and Experienced operatives.

9.15 Dust suppression will be employed, to minimise the release of dust during the demolition process.

9.16 Wheels of Vehicles leaving site : where deemed necessary will be cleaned with a jet washer prior to leaving site, to prevent deposits of mud , slurry and other debris being taken onto the public highway

9.17 Machine Demolition will be facilitated by a demolition machine, fitted with an appropriate attachment such as multi tool processor & rotation grab,

9.18 Ground slabs will be removed by Excavator fitted with the most appropriate attachment such as bucket, breaker etc.

9.19 Ground slabs will be inspected prior to removal to ensure boundary / retained walls and structures will not be affected by the removal of the ground slab. Where it is deemed that removal of the slabs may adversely affect the retained structures the client will be informed accordingly and the ground slab will be left in-situ

9.20 Ground Slabs will be removed in a sequence to minimise the need for washing of vehicle wheels prior to leaving site, where possible hardstands will be left as intact as possible to maintain “clean” access onsite.

9.21 Foundation / obstructions will be removed by Excavator machine fitted with the most appropriate attachment such as bucket, breaker etc. in the area of the existing buildings: After removal of the ground slabs all visible obstructions to u/s of existing slabs are to be removed, once all visible obstructions are removed the ground will be probed to 1.0m deep, if no further obstructions are found no further action will be necessary.

9.22 In the instance that obstructions are encountered at a depth greater than specified above, the client will be contacted to allow them to record the locations and advise if further action is required. Where Foundations are to be removed the resulting voids will be filled with as dug materials from the site.

9.23 Arsing's not recycled at site, will be loaded to skips as works progress for removal from site.

9.24 Waste consignment notes will be retained by the Site Manager and handed to the Client at the end of the demolition phase as part of the Site Waste Management Plan (SWMP) if appropriate.

9.25 Site will be cleared of all debris and levelled.

9.26 Potential Contamination: The contractor to provide a watching brief for potential contaminated ground and advise the client accordingly if dark stained or strange smelling ground is encountered. Works will cease in any localised areas until assessment has been made by the client's representative and a remedial action has been agreed.

10.0 RISK ASSESSMENTS

10.1 Risk Assessments for relevant operations have been undertaken and are contained within Appendix 1.

11.0 PLANT AND EQUIPMENT

11.1 360 excavators up to 30T (with hydraulic attachments)

11.2 Various Hand tools.

11.3 Tipper Lorries / Skip Lorries & Dump trucks. Construction vehicles will have a Banksman in attendance particularly when reversing operations are taking place and protection of the public is required along the main road

11.4 Stihl Saw TS420 fitted with diamond-tipped blade and dust suppressant water supply fitted. Vibration output 3.9m/s^2 , which means it can be used for 3 hours and 17 minutes (per person) before the Exposure Action Value is exceeded. The Exposure Limit Value of 13 hours and 9 minutes WILL NOT BE EXCEEDED during an 8-hour shift within a 24-hour period. Noise output – 102dB(A) – hearing protection required

11.5 Hand-held SK10 Demolition Pick – vibration output 6.4m/s^2 , which means it can be used for 1 hour and 13 minutes before the Exposure Action Value is exceeded. The Exposure Limit Value of 4 hours and 53 minutes WILL NOT BE EXCEEDED during an 8-hour shift within a 24-hour period. Noise output – 103dB(A) – hearing protection required to be worn.

11.6 Expose Action Level: If the Exposure Action Value is exceeded, health monitoring will take place by the Site Manager. The Site Manager has been trained to recognise the early symptoms of Hand Arm Vibration, which include: cold white fingers (finger blanching) tingling sensation and lack of manual dexterity

11.7 White Finger: Demolition operatives will be rotated, gloves will be worn to keep hands warm, regular rest breaks will be taken, demolition picks and Stihl Saws will be well maintained to minimise the risk of Vibration White Finger.

11.8 PUWER 1998 and WAHR 2005: Plant & equipment will be maintained & inspected on a daily basis with weekly inspections logged as required by PUWER 1998 and WAHR 2005.

11.9 Scaffolding – All scaffolding will comply with Work at Height Regulations 2005 & BSEN 12811-1, Temporary Works Equipment – installed by appointed scaffolder and under a separate MS.

12.0 PERSONAL PROTECTIVE EQUIPMENT

12.1 All personnel will wear a minimum of PPE whilst working onsite: Hard Hat, Protective Boots & High Vis jackets or vests. (Shorts are not acceptable)– No exception will be allowed

12.2 PPE will be utilised as a control measure as a last option, we will always seek to control hazards at source using the standard Hierarchy of Control Measures.

12.3 Fall Arrest Harness: Operatives will wear harnesses with fall-arrest harnesses & lanyards when carrying out scaffolding and operating plant such as MEWP'S, working at height etc.

12.4 Rescue plans will be indicated within the trade specific Method Statement.

12.5 Gloves: Suitable protective gloves will be worn to keep hands warm & provide protection against cuts & abrasions when carrying out tasks such as soft stripping etc.

12.6 Eye Protection: Suitable eye protection such as Goggles to BSEN-166B when carrying out works such as grinding etc.

12.7 Respiratory Protective Equipment (RPE): Suitable respirators specific to the risk assessment / task will be worn such as such FFP3 orinasal disposable mask. Operatives will be face fitted for the particular mask issued.

12.8 Hearing Protection: Suitable Hearing protection will be worn such as ear defenders / plugs as required.

12.9 Operatives found not to be utilising PPE appropriately, will be reminded by the site supervisor that appropriate PPE is assessed as part of the specific risk assessment & is to be used as directed at all times whilst working onsite, it is a condition of Employment and Insurance by SJB, that operative use the PPE /RPE provided, as designed and in an appropriate manner in line with site specific risk assessment. Repeated instances of operators removing or misusing PPE / RPE will result in disciplinary action, which may result in summary dismissal.

13.0 EMERGENCY AND FIRST AID ARRANGEMENTS

All site operatives will be inducted on arriving at site by the principal contractor. Actions in the event of emergencies will be detailed at this time. Rescue Plan if power fails on Scissor Lift or cherry picker; (i) operatives within plant to summon assistance (shout / radio / mobile phone);

(ii) Operative at ground level initially tries to start MEWP from chassis;

(iii) If this is ineffective, activate the hydraulic pressure release lever on chassis;

(iv) Platform is lowered to the ground using gravity, in a controlled manner.

(v) Trained first aider will be on site at all times supplied with first aid facilities located within the site office.

IN THE EVENT OF A FIRE: - Anyone discovering a fire must raise the alarm

- Operatives will respond as per the instructions from the site supervisor, issued during induction.
- Switch off all plant and equipment (if possible).
- Attempt to put the fire out with the appropriate fire fighting equipment, only if that is possible without personal risk.
- Evacuate all personnel within the immediate danger area.
- Assemble at the Assembly Point as designated by the site supervisor or detailing the method statement, remain there until instructed otherwise by a fire officer, SHE Adviser or a member of management or the principle contractors nominated representative.
- Check all operatives are accounted for, Site Manager / appointed person to carry out the head count. Report missing persons to the Site Manager and Emergency services.

14.0 WORKING HOURS

Working hours will be 08.00 – 18.00 Monday to Friday only - to be confirmed.

15.0 SECURITY

All site personnel will have to sign in on arrival and sign out before leaving the site.

This will be incorporated into the Site Rules and included as part of the site induction process.

The site hoarding or fencing will be regularly inspected to ensure that it remains secure.

All windows and external doors will remain closed when the site is not operational.

The access door to the site will be controlled to only allow access for authorised personnel.

Risk assessments

- Use of Mobile Elevating Work Platforms
- Ladders
- Use of Podium steps
- Step ladders
- Hop Ups
- Drilling into Concrete (Silica Dust)
- Site clearance before demolition
- Major Demolition works
- Minor Demolition and alterations
- Demolition of Concrete/Brickwork using 360° Excavator
- Oxy Fuel Cutting
- Removal of Demolition Arising's
- Soft Strip
- Use of Electric Tools
- Protection of the Environment
- Use of Excavators
- Highly Flammable liquids
- Refuelling Plant
- Contaminated Land
- Drains Carrying Sewage
- Manual Handling
- Removal of tiles containing asbestos
- Control of Dust
- Slips trips and Falls
- Using hand tools
- Hot works
- HIAB Equipment
- Slinging Loads
- Use of Lifting Equipment
- Operating Plant & machinery
- Chainsaws
- Use of Forklift truck Petrol
- Disc cutting Equipment
- Compressor & Pneumatic Tools
- Site security, safety of 3rd Parties
- Scaffold Erection / dismantling
- Mobile Scaffold Towers
- Safety of Public Near Scaffold
- Use of Access Scaffold
- Vehicular access crossing pedestrian routes
- Reversing Vehicles
- Working at height
- Use of safety Harness & Lanyard

Person Responsible:

- The site supervisor will liaise with the project manager and consult the buried services drawing
- COSHH
- Cement containing materials
- Diesel (Refuelling of Plant)
- Risk to third parties:
- The excavation areas will be segregated from the public right of way by the means of barriers and signage
- Waste:
- All waste will be treated in accordance with the site waste management plan

Control measures:

- In the event of an emergency the site supervisor will contact the emergency services in accordance with *Main Contractor* emergency plan
- Permits to dig
- All Hot Works require a permit to be submitted to *Main Contractor* prior to the commencement of works.
- Hot works will have its own fire extinguisher at the place of works.

Delivery Control Measures:

- Site Supervisor will be on site to sign for & monitor the unloading of all deliveries.
- Delivery & collection of all plant, equipment will be handled and supervised by site manager
- No access permitted onto the bed of the delivery vehicle without prior approved fall arrest systems & edge protection in place.

Emergency procedure:

In the event of someone being hurt the following procedure will be followed;

- The site supervisor will assess the extent of the emergency and determine the extent of any injuries.
- The SS will inform the site manager
- The SS will contact the emergency services
- If in any doubt wait for the emergency services
- In the event of an emergency site manager may be contacted
- The Site Supervisor can be reached 24h

Site Rules – Copy to be displayed within the site complex and the office.

- 1. Hard Hats, Hi-Visibility Vests And Safety Footwear Are Mandatory While Working On Site**
- 2. All Persons Shall Report To The Site Manager**
- 3. Never Work Under The Influence Of Alcohol Or Drugs**
- 4. Ensure All Accidents/ Incidents Are Reported To The Site Manager**
- 5. Maintain Good Housekeeping At All Times**
- 6. Do Not Start Work Unless You Have Read And Understood Your Companies Risk Assessment & Method Statement**
- 7. No Horseplay Is Allowed On Site**
- 8. Only Authorised And Trained Persons Are Permitted To Drive Plant**
- 9. Any Unsafe Acts Or Conditions To The Site Manger**
- 10. Use The Welfare Facilities That Are Provided**
- 11. Obtain A Permit For Designated Tasks E.g. Hot Works/Confined Spaces Etc.**
- 12. Wear Additional Personal Protective Equipment As Required**
- 13. Consideration And Courtesy Should Be Given To All Members Of The Public**
- 14. Follow Instructions Issued By The Site Manager**
- 15. Do Not Alter Scaffolding Unless Trained And Authorised**
- 16. Report Any Defects In Plant And Equipment To The Site Manager**
- 17. No Reversing Is To Be Undertaken Without A Banksman**
- 18. Do Not Lift Any Load Beyond Your Means**
- 19. Comply With Safety Signs And Signals On Site**
- 20. Only Park Vehicles In Designated Areas**