

BOOTH HILL DEMOLITION

Demolition Phase Plan

Job Number:

J1253

Start Date:

19.05.2025

Site Address:

Fairways Lodge
George Street
Prestwich
Manchester
M25 9WS

Client:

McCarthy Stone

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1. Introduction

This Health & Safety Plan is prepared in accordance with the Construction (Design & Management) Regulations 2015, Approved Code of Practice to the regulations and guidance notes to the regulations.

It is the intention of Booth Hill Demolition Ltd that the project be designed and constructed in such a way that the risks to the Health & Safety of all persons engaged in its construction and maintenance are eliminated or reduced to a level which is acceptable under current Health & Safety legislation. All those involved in the construction phase have a statutory duty to comply with the Health & Safety Plan and to provide the Principal Contractor with any information which they have, which he needs to keep the Plan up to date. Anyone wishing to seek advice on compliance should contact the Principal Contractor.

Amendment Record

Date	Section	Amendment made	Approved by
19.05.2025	Various	Minor changes made throughout.	CF
20.05.2025	Various	Minor additions throughout	CF

2. Appointments & Description of Project

2.1.1 Appointments

Client: -

McCarthy Stone
4th Floor, 100 Holdenhurst Road
Bournemouth
Dorset,
BH8 8AQ

Contact: Shane Paull
Tel No: 07884 110866
Email: Shane.paull@mccarthyandstone.co.uk

Principal Designer: -

McCarthy Stone
4th Floor, 100 Holdenhurst Road
Bournemouth
Dorset,
BH8 8AQ

Contact: Sam Brownhill
Tel No: 07717 580746
Email: Sam.brownhill@mccarthyandstone.co.uk

Principal Contractor: -

Booth Hill Demolition Ltd
No.5 Howarth Court
Gateway Crescent
Chadderton
Oldham
OL9 9XB

Contact: Mr Jess Tindall
Email: info@booth-hill.co.uk
Tel No: 0161 850 7227

Architect: -

MCK Associates Ltd
48 Watling Street Road
Preston
PR2 8BP

Contact: Paul Stephenson

Tel No: 01772 774 510
Email: P.stephenson@mckassociates.co.uk

Structural Engineer: -

RSK Land & Development Engineering
Spring Lodge
172 Chester Road
Helsby
Cheshire
WA6 0AR

Contact: Mark Rayner
Tel No: 01942 493 255
Email: Mrayner@rsk.co.uk

2.1.2 Description of Works & Management Team

Description of Works: -

The works consist of the deconstruction & removal of the existing former hotel building, including removal of slab and foundations. All asbestos containing materials as identified in the report provided are also to be removed.

All materials arising from the demolition to be removed from site to a licensed recycling facility.

There are no additional works to take place during the deconstruction phase of the works that fall outside of the Approved Codes of Practice.

Management Team: -

ROLE	NAME	CONTACT DETAILS
Contracts Manager	Mr Jess Tindall Snr	07816 889 903
Site Manager	Mr Jess Tindall Jnr	07521 471 275
Office Manager	Mrs Claire Farnell	0161 850 7227

2.1.3 Key Dates & Programme of Works

The works are to be completed within 16 weeks of the commencement date.

Anticipated: -

Commencement Date: 19.05.2025
Completion Date: 05.09.2025

Actual: -

Commencement Date:
Completion Date:

See below programme (attached in Section 4)

2.1.4 Site Layout, Existing Environments & Site Restrictions

The site is situated within its own grounds on George Street with residential properties surrounding, and a golf course to the rear of the site. Access to site will be via George Street.

A detailed traffic management plan has been provided with the H&S Plan setting out traffic routes to and from the site and the need for specific requirements to the boundary of the site will be explained to all operatives within the site induction process and toolbox talks.

On possession of the site Booth Hill Demolition will maintain a secure site throughout the duration of the demolition work.

BHD will ensure that only authorised persons are permitted within the site boundaries and will implement an authorisation procedure and controls.

All persons operating on site will undergo a Site Induction before commencement on site.

BHD will comply with all Police and Local Authority Regulations.

No Fires will be allowed on site.

See below Site Layout & Traffic Management Plan (attached in Section 6)

2.1.5 Service Disconnections/Isolations

All known services to the building have been disconnected prior to the works commencing.

See Service Records & Disconnections in Section 9

2.2 Site Arrangements

2.2.1 Site Induction

All personnel arriving on site will be required to attend a site induction session before starting work. The Induction Form including Register will involve the site rules and working methods. A copy of the completed forms must be kept on site for information.

See Site Inductions Section 10

2.2.2 Signs / Notices

Booth Hill Demolition Ltd are to install and maintain to a reasonable and practical standard site security provisions to prevent unauthorised site access. Such measures will include appropriate site signage and company contact details with out of hours contact number.

2.2.3 Site Security

Suitable and sufficient measures will be taken to exclude unauthorised visitors from the site and to regulate and control all site visitors. Site specific Risk Assessment will determine the most appropriate measures required: -

Safety barriers (Heras Type)
 Access gates
 Warning signs of intended demolition
 Scaffolding, edge protection, protective fans and debris netting
 Mess facilities
 Personal Protective Equipment

2.2.4 Site Rules

Site Safety Health & Environmental Standards	All operatives are expected to comply with the rules and regulations of the site. Reported non-compliance could lead to an operative being asked to leave the site.
Method Statement / Risk Assessment	The Site Foreman is responsible for everyone's safety and uses Method Statement's to manage the work and all those affected by it. Operatives MUST work to the specific Method Statement and random checks will be made by the Foreman and the Contracts Manager.
Site Inductions	No persons are permitted on site prior to undergoing an Induction by Site Foreman / Supervisor.
Assessments	Explain the importance of COSHH/Risk Assessments. Every operative should be informed of the content of the specific assessments to their work.
Accidents & Near Misses	All Accidents & near misses must be reported to the Site Foreman / Contracts Manager and all relevant documentation completed. Any accident which causes any person to need medical treatment or to be sent home must be reported immediately.
Site Log	Everyone attending site must complete. The Site foreman must be able to account for all persons on site. Persons must also sign out when leaving site.
Fire Precautions	Explain the site fire rules and inform every one of the emergency assembly point. Refer to the site fire plan and point out the emergency exits if applicable. Access to these exits must be kept clear at all times.
Fire Fighting Equipment	Point out the fire extinguishers. They must remain in place and access to them kept clear at all times. Fire Marshall must be allocated on every site (training certificates in site file).
Site Tidiness - Housekeeping	Strict controls over waste material is essential. It is safer and easier to work in a clean and tidy environment, so everyone is expected to clean up after themselves. All public highways are to be kept clear of all deposits of mud and debris. – there is no envisaged infilling of demolition materials because the proposed works are to demolish down to existing concrete slab level; and all demolition materials will be removed from site.
First Aid	Explain the procedures for First Aid and point out the First Aiders on site. Ensure all persons' area aware of where the First Aid box is kept and what to do in the event of an accident. All accidents must be notified to the Site Foreman / Contracts Manager.
PPE	Explain the necessity of wearing the right items of PPE. It is company policy that the site is a HARD HAT SITE and unless authorised by the Contracts Manager it will remain until the end of the project. This goes for safety boots and high visibility jackets.
Welfare Facilities	Point out the welfare facilities provided – toilets, drying room, mess room, drinking, water, facilities for hot drinks and food etc. Operatives should use them and must be kept clean. Operatives should report any dirty or broken facilities.
Eating & Drinking	No eating, drinking in the work area-must be in the designated areas only. NO ALCOHOL or DRUGS on site. Any person "under the influence of alcohol or drugs" will be removed from site immediately.
Working Hours	Permitted hours of working on site are 08:00 – 17:00. Saturday and Sunday work must be agreed by Contracts Manager. This is the same procedure for Bank Holidays. Except in emergencies, demolition work shall not take place outside the times specified unless prior agreement in writing.
Traffic Management	Observe and follow all traffic directions / safety signs. Drivers must comply with all safety instructions and be supervised by lookouts if making manoeuvres. All drivers must observe the site speed limit at all times. The car park is out of bounds for all works vehicles.

2.2.5 Welfare Facilities

Suitable and sufficient welfare facilities will be provided prior to commencement on site, to reflect the requirements of Schedule 2 of the CDM Regulations 2015. These will include sanitary conveniences, washing facilities, including hot and cold water, drying area and rest room, drinking water and arrangement for the preparation and eating of meals. The site welfare facilities will be located within the boundary fencing. Consideration of the Health & Safety of operatives shall be given in the location of the welfare facilities.

2.2.6 First Aid, Fire Safety & Emergency Contacts

A suitable number of the appropriate type of fire extinguishers will be installed in the site cabins. A notice of the fire drill procedure is to be displayed in site cabin (Appendix C).

On site First Aid arrangements will be commensurate with the operations being carried out and regular monitored as part of our site inspection. A notice is displayed in the site cabin of the location of the first aid box and the names of trained first aiders. A notice of emergency contact numbers and route map to local accident and emergency hospital is to be displayed in site cabin.

See Appendix C - Emergency Contacts & Route Map

See Appendix D – First Aid

See Appendix B- Fire Emergency Procedure Plan

2.2.7 Safety, Health & Environmental Goals

To safely complete the works as per specification to the satisfaction of all concerned within the specified time limit.

The works shall be carried out at all times in accordance with the company Health & Safety Policy and the Environmental Policy, and amongst others, the following legislation:

- Construction (Design and Management) Regulations 2015
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- BS6187 (2011) Code of Practice for Demolition
- The Management of Health & Safety at Work Regulations (1999)
- Provision and use of Work Equipment Regulations (PUWER 1998)
- Control of Asbestos Regulations (2012)
- Confined Space Regulations (1997)
- Manual Handling Operations Regulations (1992) Amended (2002)
- Control of Substances Hazardous to Health Regulations (2002) as amended
- Employers Liability (Compulsory Insurance) Act (1969) and Regulations (1998)
- Health & Safety (First Aid) Regulations (1981)
- Health & Safety (Information for Employees) Regulations (1989)
- Health & Safety (Safety Signs and Signals) Regulations (1996)
- Health & Safety at Work etc Act (1974)
- Personnel Protective Equipment at Work (PPE) Regulations (1992) as amended

- Health & Safety (Display Screen Equipment) Regulations 1992
- Regulatory Reform Order (RRO) (Fire Safety 2005)
- Working at Height Regulations (2005)
- Electricity at Work Regulations (1989) as amended
- Lifting Operation and Lifting Equipment Regulations (LOLER 1998)
- The Control of Noise at Work Regulations (2005)
- Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) 2002
- Road Traffic Act (1988) as amended
- The Health & Safety (Consultation with Employees) Regulations 1996 as amended
- Controlled Waste (Registration of Carriers and seizure of vehicles) Regulations 1991
- Environmental Protection Act 1990
- Control of Major Accident Hazards Regulations 2015 (COMAH)
- Environment Act 1995
- Waste Electrical and Electronic Equipment Regulations (WEEE 2013)
- Hazardous Waste Regulations (2005) as amended
- List of Wastes Regulation (2005)
- Special Waste Regulations (1996) as amended
- Water Resources Act (1991)

2.2.8 Reporting & Investigation of Accidents / Incidents

All accidents and near misses and any incidents will be entered in the site file using our standard form and fully investigated. Accidents and incidents within the scope of RIDDOR 2013 will be immediately reported to the enforcing authority by the quickest available means.

See Accident & Incident Forms Section 12

2.2.9 Plant & Equipment

All work equipment will be properly maintained, serviced and regular inspected with documentary evidence to support.

See Plant & Equipment Test Certs & Inspections Section 15

2.2.10 Traffic Management

All works vehicles including heavy lorries will access the works via the site entrance on George Street. Egress from the site will be by the same route. Heavy vehicles will be escorted onto the site and all reversing manoeuvres will be supervised by a competent vehicle banksman.

The 'Thumbs Up' initiative will be adopted on site. Operatives to be given toolbox talk TT_T2 to ensure all operatives are aware of the campaign and that it is used on site at all times when it comes to plant/vehicle movements.

See Site Layout & Traffic Management Plan Section 6

2.2.11 Dust & Vibration

Dust will be monitored on a regular basis to ensure minimal exposure. All demolition operatives to wear necessary PPE. Damping down in dry conditions including during machine demolition if required to ensure dust is kept to a minimum. Operations to be ceased where extreme conditions occur. Vibration monitoring to be carried out throughout the deconstruction phase. Where possible the lowest vibration producing plant and equipment will be used.

2.2.12 Noise

Ear defenders will be worn as required. Noise will be reduced to the lowest practicable level. Where possible the lowest noise producing plant and equipment will be used. Noise will also be monitored on a regular basis to ensure minimal exposure. All Plant & Equipment is regular maintained & serviced.

2.2.13 Control of Substances Hazardous to Health

A manual of COSHH assessments will be kept in site cabin and kept updated.

See COSHH Assessments Section 11

2.2.14 Personal Protective Equipment

All site personnel are supplied with the appropriate safety helmet, safety boots, gloves, overalls and a high visibility jacket. They are also supplied with any other personal protective equipment when necessary depending on task at hand.

2.2.15 Asbestos

An Asbestos Survey has been carried out for the works. The summary findings show that asbestos IS present and is non-licensable. All internal asbestos containing materials as identified in the report provided will be removed by a licensed asbestos removal contractor, ARD Industrial Services. All cement asbestos will be removed by qualified Booth Hill operatives prior to mechanical demolition works commencing.

*See Asbestos Survey Section 5
See Asbestos Removal Section 6*

2.2.16 Method Statement / Risk Assessment

Risk Assessments and Method Statements will be produced and approved well in advance of the operation being carried out. At site induction stage the Risk Assessments/Method Statement will be discussed, and register must be completed to ensure all site personnel fully understand.

Any addendums required once on site will be written and approved prior to works commencing. Team brief will be carried out by site foreman to discuss addendums, site personnel must complete register to ensure fully understood.

See Method Statement / Risk Assessment Section 3

2.2.17 Training

All company employees are fully trained and competent in the task at hand, copies of all certificates are kept in site cabin.

Toolbox Talks are conducted by site manager on a regular basis on site. Records are kept in the site file.

See Training Certificates Section 13

See Toolbox Talks Section 14

2.2.18 Monitoring of Safety

Site Management will monitor the safety on site on a daily basis in accordance with their duties in the company health & safety policy. A competent member of the site management team will carry out regular inspections and will complete a site audit. A written report will be done and records kept on site, they will communicate the findings to the site supervisor/manager who will take action accordingly.

See Site Inspections / Audits Section 16

2.2.19 Selection of Contractors

Throughout the demolition phase of the works, Booth Hill Demolition will be acting as Principal Contractor. Sub-contractors including services disconnections and asbestos removal works will be ongoing during this time. All RAMS will be forwarded to BHD Site Management for review prior to any contractors commencing works on site. All contractors will be inducted by BHD site management.

Sub-contractors working directly for Booth Hill are assessed prior to works commencing and are selected based on completed of our sub-contractor assessment form. These forms are then completed annually. Sub-contractor site audits are completed by Booth Hill site manager regularly to ensure compliance.

2.2.20 Accommodating adjacent land use

Not applicable for this project.

2.2.21 Stability of structure

There are no stability issues anticipated on this project. Please refer to attached RAMS (Section 3) for details on methodology for mechanical deconstruction of the structure.

2.2.22 Preventing falls

Please refer to the risk assessment section of the attached RAMS (Section 3).

2.2.23 Working near fragile materials

Please refer to the attached RAMS (Section 3).

2.2.24 Poor Ground Conditions

There are no poor ground conditions anticipated during the demolition phase of this project, please refer to attached Pre-Construction Information.

2.2.25 Working on wells

Not applicable to this project.

2.2.26 Working near water

Not applicable to this project.

2.2.27 Other significant hazards

Please refer to the risk assessment section of the attached RAMS (Section 3).

2.2.28 Contaminated land

There is no contaminated land anticipated during the demolition phase of this project, please refer to attached Pre-Construction Information.

2.2.29 Other significant health risks

Please refer to the risk assessment section of the attached RAMS (Section 3).

2.2.30 Disposal of Waste

A Site Waste Management Plan will be prepared and updated throughout the works. It is our policy to reduce waste to a minimum. Any waste that is removed from site will be disposed of in accordance with the Environmental Pollution Act Duty of Care. All waste transfer notes will be retained on site and on completion of project copies will be forwarded in the Health & Safety File.

2.2.31 The Health & Safety File

Information required for the health & safety file will be gathered as the works progresses and stored in the site file. On completion of the works the file will be passed to the CDM co-ordinator. This will consist of 1 digital copy and 1 hard copy. Communication with the CDM co-ordinator will be maintained throughout the works in order to determine their requirements for the content of the file.

2.2.32 COVID-19

Current government guidance in regards COVID-19 has been dropped as part of the 'Living with COVID-19' plan.

If guidance changes, a fully compliant COVID-19 Risk Assessment will be made available on site.

SECTION 3

Method Statement / Risk Assessment

Site Specific Method Statement & Risk Assessment (RAMS)



Project: Fairways Lodge

Address: George Street
Prestwich
Manchester
M25 9WS

Contract No: J1253

Start Date: 19.05.2025

Client: McCarthy Stone

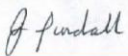
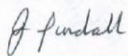
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3	Site Specific Method Statement
4	Risk Assessments
5	Method Statement Compliance

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1. DOCUMENT STATUS

Document Authorisation:

	Assessor:	Approved by:
Name:	Mr Jess Tindall	Mr Jess Tindall
Position:	Managing Director	Managing Director
Signature:		

Document History:

DATE	REVISION No	DETAILS	INITIALS
06/05/25	01	Initial Issue	CF

Disclaimer

This Method Statement & Risk Assessment is produced as part of Booth Hill Demolition Ltd.'s Safe System of Work and is meant to be used as a guide only for the Health & Safety of Booth Hill's site operatives and visitors of the site in question (so far as can be reasonably expected with the actual knowledge and information available to Booth Hill Demolition at the time of assessment for this document). No dependence should be placed on this Method Statement by any person in any contractual arrangement. Booth Hill Demolition Ltd accepts no responsibility for the consequences of such dependence.

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2. ARRANGEMENTS

Site Operatives / Supervision

Copies of Training Certificates, CCDO & CPCS cards for all personnel are to be kept in H&S Plan in the site cabin.

ROLE	NAME	CONTACT DETAILS
Site Manager	Mr Jess Tindall Jnr	07521 471 275
Contracts Manager	Mr Jess Tindall Snr	07816 889 903
Machine Operative	Mr Graham Commons	07914 439 576
Site Operatives	tbc	

Plant / Equipment	Checks carried out by
LiuGong 30 tonne excavator with attachments	CPCS Machine Operative
Hyundai 14 tonne excavator with attachments	CPCS Machine Operative
Bobcat	CPCS Machine Operative

Plant, Equipment & Tools

All Plant, Equipment and Tools will be parked in designated areas and immobilised at the end of working shift.

Site Tidiness

Site to be kept tidy and materials to be segregated and stockpiled as work progresses. All walkways and access to working areas are to be kept clear of trip and slip hazards. Good housekeeping must be maintained throughout the works and regular monitored and inspected.

Traffic Management

All sites to implement a safe system of traffic management. Use existing roads or loading bays where possible. Reversing manoeuvres need to be controlled and managed using guides where possible. Site compound to have allocated areas for skip deliveries. Vehicles will enter and exit the site from George Street.

The 'Thumbs Up' initiative will be adopted on site. Operatives to be given toolbox talk TT_T2 to ensure all operatives are aware of the campaign and that it is used on site at all times when it comes to plant/vehicle movements.

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Ongoing Operations

Vehicles to be halted at site entrance and then guided onto and off site. Dirt and debris will be cleared immediately. Adequate precautions will be undertaken to prevent the spreading of dust, including periodic spraying as required.

All barriers and signs etc will be constantly checked and maintained before and during each working day by the Site Supervisor.

Environmental

Dust and noise will be monitored during the course of the works. It is accepted that noise cannot be eliminated entirely, but reasonable steps will be taken to reduce any adverse effects of noise generated by the works. Reasonable steps will be taken to reduce dust by water suppression as required in the form of water spraying as necessary. Vibration monitors will be in place throughout the duration of the demolition works.

Emergency Procedures

Muster point for emergency procedures will be site entrance and alarm will be raised vocally. Specific requirements and procedures will be explained to each operative / visitor at site induction. Visitors who are not walking the site will not require inductions. Please refer to Fire Plan & Procedures and site traffic management & layout plan for location of muster point.

Responsibilities for Safety Control & Monitoring

Site Supervisor must ensure a site induction is carried out for all operatives prior to commencement on site. During site induction, all personnel will be made aware of the Specific Working Methods, Site Rules, Accident Reporting and Site Emergency Procedures. These will always be adhered to. Regular toolbox talks will be given and recorded on site. Contracts Manager to conduct regular inspections and audits, copies will be left in site file.

Toolbox Talks

Dust	✓
Noise	✓
Housekeeping	✓
Manual Handling	✓
Working near Electricity	✓
Working at Height	✓
Asbestos Awareness	✓
Others (please state)	

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3. SITE SPECIFIC METHOD STATEMENT

The scope of works is as follows:

Booth Hill Demolition to supply labour, plant and materials to facilitate the deconstruction & removal of the existing former hotel, including asbestos removal and removal of slab and foundations.

All materials arising from the demolition to be removed from site to a licensed recycling facility.

Throughout the demolition phase of the works, Booth Hill Demolition will be acting as Principal Contractor. Sub-contractors including asbestos removal works will be ongoing during this time. All RAMS will be forwarded to BHD Site Management for review prior to any contractors commencing works on site. All contractors will be inducted by BHD site management.

Pre-task

All BHD Ltd personnel and any other contractors on site will attend a site safety induction prior to commencing works. This will be followed by a detailed briefing on the sequence and methodology of the deconstruction activities. All personnel will sign to say they have been briefed and understand the works, a record of this briefing will be kept in the Health & Safety site file.

The following PPE shall always be worn:



Hard Hat (EN397 standard)



Gloves (EN388 standard)



Work boots (EN20345 standard)



Hi – Vis vest/ jacket

Additional task specific PPE will be issued as identified by Risk Assessment, i.e.:



Face Mask (Face fit required)



Safety Glasses/ Goggles (EN166 standard)



Ear Defenders (EN352 standard)

All PPE to have the CE mark to ensure compliance with current legislation.

Section 81 (Demolition Notice from local council)

BHD to obtain and satisfy the conditions of the Section 81 prior to de-construction operations being undertaken.

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Muster Point

In the event of a fire or incident the muster point is the site entrance gate, or a suitably safe location as identified during on site daily briefings carried out by the demolition site supervisor.

Existing Service Isolation

McCarthy Stone is to arrange for the isolation or protection of existing services into the building prior to any works commencing and provide confirmations. Works will not commence until confirmations have been received. Copies of confirmations of services disconnections will be available in the site file.

Hours of Work

Working Hours: Monday to Friday - 7:30am to 5:00pm
 Saturdays - 8:00am to 2:00pm
 Sundays – no work

Materials Suspected of Containing Asbestos

Asbestos containing materials have been identified on this site (see asbestos report located in the site file). All internal ACM's will be removed by a licensed asbestos removal contractor, and all cement asbestos including roofing sheets will be removed by qualified BHD operatives as per the below methodology.

If during any phase of the works any unknown materials found are suspected to contain further asbestos, which has not been identified in the report provided, all works in that area will cease.

The BHD demolition supervisor will be informed immediately, and the area made safe and fenced off or if possible, the doors locked with adequate warning signage placed.

McCarthy site management will be informed and if asbestos is present then the area will be sealed until such time that it is removed by competent and licensed contractors.

Site Set Up

Site security and welfare facilities to be provided and set up on site prior to works commencing. Welfare facilities to include kitchen/ canteen/ washroom and toilet facilities. Site security cameras will be emplaced with 24hr surveillance.

Demolition Exclusion Zones

Prior to works commencing, BHD site supervisor will check that the previously established demolition exclusion zones around the de-construction areas have adequate herras fencing and warning signage displayed.

HOLD POINT: The demolition exclusion zone and safety signage are to be inspected by the demolition site supervisor prior to works commencing daily.

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METHODOLOGY

OPERATION No.1 – Asbestos Removal (Internal)

Please refer to the attached RAMS from ARD Industrial Services.

OPERATION No.3 – Soft Strip

Access to the work during soft stripping operations will be via existing ground floor entrances. Before any part of the demolition soft stripping works commence the BHD site supervisor (with the assistance of a demolition operative) will undertake a full site survey to familiarise with the structure.

The demolition site supervisor will instruct the demolition operatives to begin the soft strip.

No personnel to walk or climb over soft stripped materials. All walkways to be kept clear at all times.

Soft stripping works will be carried out using handheld tools such as mattocks, picks, and pry bars. Battery powered reciprocating saws and 5 inch grinders will be used where necessary.

Strip out will consist of the removal of all loose furniture, doors, skirtings, carpets, ceilings etc. as required.

Materials will be walked out of the building via an approved route and designated exit, where they will be segregated into relevant stockpiles i.e., wood/ scrap metal/ general waste etc.

At this stage the LiuGong 30 tonne excavator with hydraulic selector grab attachment will load the materials into suitable skips, located within the site compound.

Skips will be periodically removed from site, transported to a local licensed recycling facility.

OPERATION No.2 – Asbestos Removal (Cement Roofing Sheets)

For the asbestos cement sheet removal operatives will set up a respiratory zone to each work area. Entrances to work area will be cordoned off with herras fence panels 4 metres away from work area. Warning signs will be placed on all entrances warning of asbestos removal works. Operatives will enter respiratory zone wearing type 5 white overalls and an Orinasal half face mask with an assigned protection of 2F/CM³ and begin the asbestos works using the below method:

- One bay at a time will be remotely dropped using the below method.
- The work area will be used as a drop zone with an exclusion zone set at the solid herras fence line.

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- The 30 tonne LiuGong excavator with hydraulic shear attachment will work in a bay at a time carefully cutting the steel frame structure of the roof, then carefully lowering to ground level.
- The machine driver will close all doors and windows during removal works.
- Constant spraying will be implemented during the removal procedure using a bowser with a jet wash sprayer creating a mist.
- Once the removal of a bay has been completed a Bobcat will scrape the asbestos containing material into a pile whilst continuous spraying is undertaken. From there the 30 tonne excavator will change the shear attachment to a selector grab attachment and will load the open top skips.
- Any remaining debris will then be cleared using squeegee brooms and shovels, resulting materials will be double bagged, sealed, and loaded into the awaiting skip.
- Each skip will be sheeted out with 1000guage polythene ensuring enough is left over to seal the tops.
- During the loading of the skips each load will be sprayed with the bowser.
- Once a bay is completely cleared the machine will move to the next bay where the process will be repeated. This will continue until all asbestos cement roofing sheets have been removed and cleared completely.

OPERATION No.4 – Deconstruction of hotel building

Deconstruction will be carried out using a LiuGong 30 tonne excavator fitted with demolition guards and capable of reaching the furthest point of the building yet maintaining a safe working distance. The excavator will be fitted with a rotating hydraulic selector grapple attachment and will de-construct the structure in a controlled manner in accordance with BS6187:2011.

Clam Shell	Shear & Pulveriser	Breaker
		

The Demolition Supervisor & Banksman will always be in visual contact with the Plant Operator and only when the Plant Operator confirms that it is safe to enter the demarcation zones will permission be granted.

The Plant Operator and Banksman shall be thoroughly briefed by the Demolition Site Supervisor on the method statement for the deconstruction works prior to any works

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commencing. Only when the Supervisor is satisfied the Plant Operator and Banksman have read, understood, and signed the method statement, risk assessment and briefing form, will a permit to demolish will be issued. Noise, vibration and dust will be monitored.

Once the Plant Operator and Banksman are in possession of the permit a final inspection shall be carried out to establish that no persons or equipment are left within the building and that the demolition exclusion zone boundary is secure.

During operation of the demolition plant, banks men wearing high visibility clothing will be positioned to assist the machine driver in directing the demolition, control traffic movements in a safe manner and to warn approaching traffic of the hazard ahead. Dust suppression techniques (water bowser & dust buster) will be used when required to reduce excess dust emissions.

The 30 tonne excavator with suitable attachments will commence deconstruction from the front lobby area of the building, progressing towards the opposite end of the building.

As the building is deconstructed materials will be segregated and loaded into relevant skips i.e., wood/ scrap metal/ general waste etc. Skips will be removed from site at regular intervals, to a licensed recycling facility.

Once the structure has been fully deconstructed, the demolition attachment will be replaced with a digging bucket. All resulting hardcore will then be loaded into tipper wagons for removal from site to a licensed recycling facility.

OPERATION No.5 – Removal of slab, foundations and hardstanding's

The ground floor slab will be broken out with the 30-tonne excavator with suitable attachments (hydraulic breaker) and will then be removed with the foundations using a digging bucket, all materials will then be removed as previous. Any tarmac from the carpark area will be kept segregated from other materials and will be removed from site in separate tipper wagons.

All hardstanding's will be broken out in the same manner, and loaded into tipper wagons for removal from site.

The site will be left clean and tidy.

RAMS/Fairways Lodge
Revision 01

4. RISK ASSESSMENT

Risk Assessment Scoring				
Severity (S)		Likelihood (L)		Risk Band (R)
HIGH (death, major injury requiring more than 7 days off work(RIDDOR reportable) or hospital overnight stay)	3	Certain	5	HIGH – Score 10 – 15
MEDIUM – (injury requiring less than 7 days off work, broken bones, deep lacerations or hospital visit)	2	Very likely	4	MEDIUM – Score 5 – 9
LOW – (Minor injuries, cuts, scrapes, accidents requiring on site first aid)	1	Likely	3	LOW – 0 - 4
To work out risk band – Identify the severity of the hazard should it occur then identify the likelihood that the hazard may occur. Multiply these two numbers and assign them to the risk band the total results in. For the residual scores it should be based upon the likelihood of an accident occurring after all control measures have been implemented. The severity of a hazard should never change due to the fact that should an accident occur it still has to the potential to cause the severity identified.		Unlikely	2	
		Very unlikely	1	

Hazard/ Risk	Risk Rating			Control Measures	Residual Risk Rating		
	S	L	R		S	L	R
Existing Services	3	3	9	No work to take place until services are confirmed isolated (written confirmation only). Detailed work method briefed to all workers. Area marked off and warnings signs placed in correct location. Competent staff working in conjunction with company policies.	3	1	3
Falling objects from high level	2	4	8	Safety induction to each employee contractor. Hard hat site. Good housekeeping, supervised employees. Regular housekeeping audits.	2	2	4

Dust, fumes and noise	2	3	6	Trained operatives with valid CSCS/CCDO cards. Use of adequate PPE. Plant & Equipment maintained and serviced regularly. Dust suppression techniques as required. Ear defenders to be worn as required.	2	1	2
General accidents	2	4	8	Sufficient first aid kit determined by risk assessment. Adequate number of trained first aiders. Accident forms in site file and operatives aware of company procedures. Emergency contacts displayed in site cabin and map of nearest A&E hospital.	2	2	4
Inhalation of dust	2	3	6	COSHH procedures. Operatives to wear half face mask and goggles as required. Works to be carried out by methods which avoid creation of dust where possible. Hosing down works with water to keep dust to absolute minimum.	2	1	2
Working around asbestos fibres	3	4	12	Operatives to be trained in asbestos awareness. Full PPE/RPE to be worn at all times in areas containing asbestos materials, including overalls and face masks. Operatives to undergo face fit testing prior to working with face masks. Waste to be removed in a controlled manner as per the asbestos removal methodology.	3	2	6
Discovery of suspicious material (asbestos based)	3	3	9	Operatives carrying out works will take special care during this part of the works encountering suspicious material (asbestos based material). If any suspicious material is encountered during the works which has not been identified in the asbestos report, then work in that immediate area will cease until such time that the material is identified. If asbestos is located then the area will be sealed until such time that it is removed by competent and licensed contractors.	3	2	6
Use of plant equipment	3	4	12	Competent staff trained in specific tool use. CITB trained staff for vehicles all plant equipment hired from vetted suppliers. Operatives to hold appropriate CPC Card. Plant & Equipment to	3	2	6

				be inspected by plant operator prior to use. All plant & equipment is maintained and serviced (by competent person) regularly.			
Manual Handling	2	4	8	Staff induction training. Manual handling training, adequate supervision. Team briefed on ergonomics. Procedures in place. Lifting Aids/Team lifting used.	2	2	4
Handling of tools & equipment	2	4	8	All tools supplied by vetted companies. Regularly tested and inspected, records kept. Additional PPE provided by the company.	2	2	4
Housekeeping	2	4	8	Staff induction, audits and inspections. Tool box talks. Dust damping down, adequate ventilation and regular cleaning	2	2	4
Pollution of the environment from work activities	2	3	6	Good housekeeping. Spillage containment. Emergency procedures. Disposal procedures. Smoke fume and dust suppression.	2	2	4
Failure to evacuate or failure to warn others of the need to evacuate	3	4	12	Site briefing and induction with regards to emergency arrangements. Emergency contacts and map to nearest A&E hospital displayed in site cabin. Appointed fire wardens. Emergency evacuation plan to be implemented.	3	1	3
Incompetent / Inexperienced Operatives	2	4	8	Confirm competence of operatives for the task at hand and have the appropriate CCDO card/certificates (valid). Site foreman to supervise where necessary.	2	2	4
Slips, Trips & Falls	2	4	8	Good general housekeeping on all sites. Toolbox Talks conducted regularly.	2	2	4
Unauthorized persons present in buildings.	3	3	9	Site to be secured by others. Buildings to be checked prior to each shift commencing to ensure no unauthorised persons are present.	3	1	3
Stability of the structures	3	4	12	Visual site survey to take place prior to works commencing, as well as assessment of pre-construction information to clarify that the structure is stable and safe to enter. Throughout machine demolition works, banksmen will be emplaced and in radio contact with machine operator to warn of any issues with stability.	3	1	3

RAMS/Fairways Lodge
Revision 01

5. METHOD STATEMENT COMPLIANCE

We, the undersigned, have read and fully understood this safe system of work. I fully understand that if this Method Statement is not followed, disciplinary action will be taken by Booth Hill Demolition Ltd. Any queries, problems or areas not understood have been discussed and clarified with the site supervisor or site manager prior to signing below.

NAME	SIGNED	DATE

Site Manager:

Signed:

SECTION 4

Programme of Works

BOOTH HILL DEMOLITION

Programme of Works - Fairways Lodge

Operation	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16
paperwork issued/ approved.																
Section 61 applied for and received																
Confirmation of all services disconnections																
Initial site inductions																
Site set up																
Strip out / loose furnishings																
Internal asbestos removal (by a licensed contractor)																
Remote removal of cement asbestos roofing sheets																
Waste removal																
Deconstruction of existing building																
Removal of slab and foundations																
Removal of hardcore materials																
Site Finish																

Booth Hill Demolition Ltd, No. 5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB. Tel: 0161 850 7227 E-Mail: info@booth-hill.co.uk

SECTION 5

Asbestos Survey

Please see attached R&D Asbestos Survey.

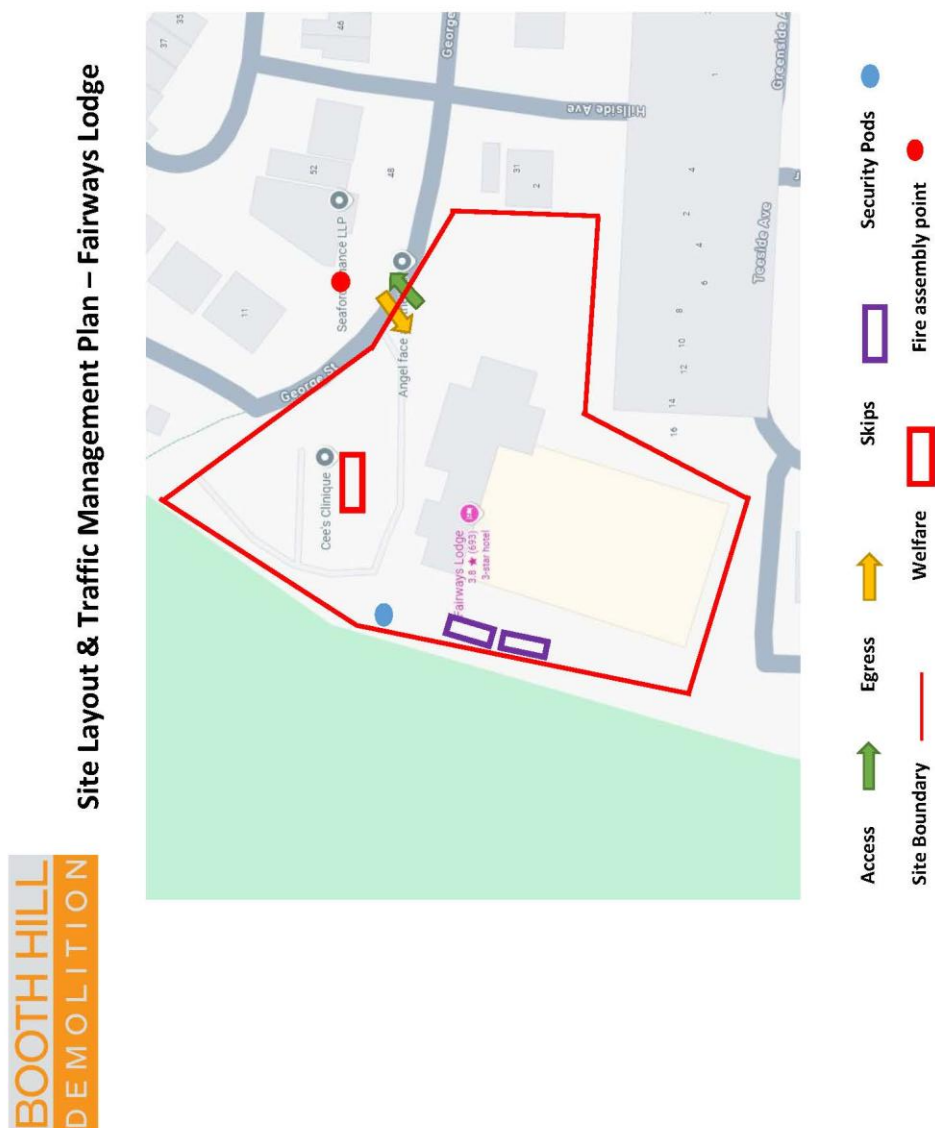
SECTION 6

Asbestos Removal Docs

To be provided.

SECTION 7

Site Layout & Traffic Management Plan



SECTION 8

Section 81

Our Ref: DM/25/0018
Date: 08 May 2025
Please ask for: Mark Smith
Direct Line: 0161 253 5313
Direct Fax: 0161 253 5290
E-Mail: building.control@bury.gov.uk

C Farnell
No. 5 Howarth Court
Gateway Crescent
Oldham
OL9 9XB

Dear Claire Farnell

**THE BUILDING ACT 1984 SECTION 81 & 82 :
NOTICE OF INTENDED DEMOLITION**

Location: Fairways Lodge Hotel, George Street, Prestwich, Manchester, M25 9WS
Re: Demolition Of Brick Built Building With Slate Tile Roof

BUILDING ACT 1984
SECTION 81 -
NOTICE TO PERSONS UNDERTAKING DEMOLITION WORKS

To: C Farnell

Further to the receipt of the Section 80 Notice, dated 7 May, 2025, which specifies certain works of demolition intended to be carried out in respect of the building(s) at the following address:

Fairways Lodge Hotel, George Street, Prestwich, Manchester, M25 9WS

Bury Metropolitan Borough Council (referred to as 'the Council' hereafter) pursuant to Sections 81 & 82 of the Building Act 1984, requires you to complete the work of demolition in accordance with the attached Schedule, no later than 28 days from the date of commencement.

Yours sincerely



MARK SMITH
HEAD OF BUILDING CONTROL

Date: 8 May, 2025

Electronic service of legal
Documents accepted only at:
Email: legal.services@bury.gov.uk
Fax: 0161 253 5119

Planning Services
3 Knowsley Place
Duke Street, Bury, BL9 0EJ
www.bury.gov.uk

SCHEDULE**REQUIREMENTS MADE IN PURSUANCE TO THE BUILDING ACT 1984,
SECTIONS 81 & 82**

Works required to be done in connection with the demolition at:-

Fairways Lodge Hotel, George Street, Prestwich, Manchester, M25 9WS

- 1) Shore-up any structure adjacent to the building to which this notice relates as necessary, in accordance with the recommendations of a competent structural engineer or other suitably qualified professional.
- 2) Weatherproof any surfaces and remaining voids left in any structure(s) which become exposed as a consequence of the demolition operation.
- 3) Repair and make good any damage to an adjacent building caused by the demolition or by the negligent act or omission of any person engaged in it.
- 4) Remove material or rubbish resulting from the demolition and clearance of the site.
- 5) Disconnect and seal any sewer or drain in or under the building.
- 6) Remove any such sewer or drain and seal any sewer or drain with which the sewer or drain to be removed is connected.
- 7) Reinststate the surface of the ground disturbed by work undertaken under paragraph (5) or paragraph (6). NOTE: Before commencing work under paragraphs (5) and (6) above 48 hours notice must be given to the Council and 24 hours notice must be given to the Council before commencing works under paragraph (7).
- 8) Arrangements must be made with the relevant statutory undertakers for the disconnection of the supply of gas, electricity and water to the building.
- 9) The demolition operation must be carried out in such a manner that no part of the building is left unattended/overnight in an unsafe condition at any time during the course of demolition.
- 10) At no time during the demolition operation must the external walls of the building be left free-standing to a height of more than 2.5m. Any lateral support which is given to the external walls of the lower storeys by floors, structural members or cross walls shall be maintained until the free-standing external walls above that level have been demolished.
- 11) Where, during the course of the demolition, any water pipe supplying water to adjoining premises is disconnected, immediate steps must be taken to reconnect the supply.
- 12) Any cellar area, coal hole grates or other subterranean voids located in the pavement adjacent to the premises being demolished must be rendered safe prior to leaving site.
- 13) All walls must be demolished to a depth of two courses below the pavement or passage levels or existing ground level.
- 14) Where the building contains a basement and the buildings on either side thereof (which also contain basements), are not to be demolished, then the remaining exposed basement walls are to be suitably protected and void area is to be infilled in accordance with a structural engineer's design.

Cont'd.....

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Fax: 0161 253 5119

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www.bury.gov.uk

- 15) Where walls are left exposed due to the effects of demolition, a structural report is to be provided demonstrating the adequate stability of the remaining walls. Details of any proposed buttressing is to be provided as required by a competent structural engineer.
- 16) Any plasterwork on the exposed party walls must be hacked off.
- 17) Remove chimney pots to all disused flues, and seal with slates set in cement mortar.
- 18) Where any rainwater pipes are removed and such pipes are necessary to take the roof water from adjoining properties, provision must be made to drain the adjoining roofs by the erection of new or re-fixing the old pipes to the adjoining properties. If the old pipes were connected to a drain, the new or re-fixed pipes must also be so connected. If the rainwater gutters are continuous and serve the adjoining properties, suitable stop ends must be provided as required.
- 19) Prior to the commencement of the demolition operation, a sufficient hoarding or fence of adequate size, position and construction, must be erected around the structure to be demolished, and such hoarding or fence must be sufficiently maintained until the building has been demolished and the site cleared. All hoardings must adequately protect the public and prevent trespass on site whilst work is in progress including provision of all temporary warning lighting. NOTE: If a footpath is to be closed in order to erect a hoarding, then an application must be made (giving at least 6 weeks' notice) to Highway Network Services 3 Knowsley Place Duke Street Bury Lancashire BL9 0EJ.
- 20) There shall be no burning of the structure or any other materials on site.
- 21) The demolition operation may need to be carried out by hand (storey by storey), where the property abuts a highway or street, etc.
- 22) Sheeting-up of openings in external walls must be carried out to ensure that debris is contained within the curtilage of the demolition site.
- 23) During demolition the debris is to be sprinkled with water to prevent nuisance from dust.
- 24) Upon completion of the demolition operation, the site must be finished level with adjoining pavements, and where necessary, receive a well-rolled and compacted stone hardcore covering, taking care not to leave any voids.
- 25) All work to be carried out in accordance with British Standard Codes of Practice BS:6187:2011 Code of practice for full and partial demolition and BS:EN 12811-1:2003 Temporary works equipment. Scaffolds. Performance requirements and general design.
- 26) No demolition works or works/ancillary operations which are audible at the boundary of the nearest house or noise receptor shall take place other than between 0800 and 1800 hours, Monday to Friday, and between 0900 hours and 1400 hours on Saturdays, unless otherwise agreed in writing. No demolition work shall take place on Sundays, Bank or Public Holidays.
- 27) A Refurbishment & Demolition Asbestos Survey is to be undertaken in accordance with HSG264 by a suitably qualified and experience asbestos surveyor and any asbestos identified removed in accordance with the Control of Asbestos Regulations 2012.

Cont'd.....

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- 28) In certain instances prior to commencing the demolition of a building adjacent to a highway or street, a tubular scaffold and/or fan hoarding may need to be erected to the full height and length of the building, to facilitate the demolition of that section of the building. Where the demolition operation requires debris to be dropped into the street, the co-operation of the Police and the Council's Highway Department should be sought and all possible precautions taken for the safety of the public, including the provision of sufficient Department of Transport type warning signs in the streets near to where the demolition is taking place. **NOTE:** An application to erect scaffolding must be made to the Highway Network Services 3 Knowsley Place Duke Street Bury Lancashire BL9 0EJ.
- 29) If the property adjoins other properties valid Party Structure Notices are to be served on adjoining owners in accordance with the Party Wall, etc Act 1996 and valid Party Wall Awards put in place. The building owner and his demolition contractor are to carry out the works in accordance with any such Awards.
- 30) All works are to be carried out in accordance with the Construction (Design and Management) Regulations 2015 including making the building owner aware of their duties under the regulations and making any necessary notifications and appointments.
- 31) It will be necessary to comply with all planning legislation in relation to the demolition (contact Bury Council Development Management 3 Knowsley Place Duke Street Bury Lancashire BL9 0EJ telephone 0161 253 5432).
- 32)
- 33) You have a right of appeal to a Magistrates' Court against this Notice and your attention is drawn to the notes attached hereto which set out the relevant statutory provisions regarding appeals against, and the enforcement of, this Notice. Any appeal must be made within 21 days from the date when this Notice is served upon you.
- 34) The Contractor should contact Building Control on telephone 0161 253 5313 between the hours of 9.00am and 4.30pm to arrange any site meetings deemed necessary before any works of demolition.

Your attention is drawn to the provisions contained in Sections 82, 83, 99, 102 and 103 of the Building Act 1984. Any appeal in pursuance of these provisions should be made to a Magistrates' Court and must be brought within 21 days of the service of this notice. Please particularly note the offence of failure to comply with this Notice contained in Section 99 (2).

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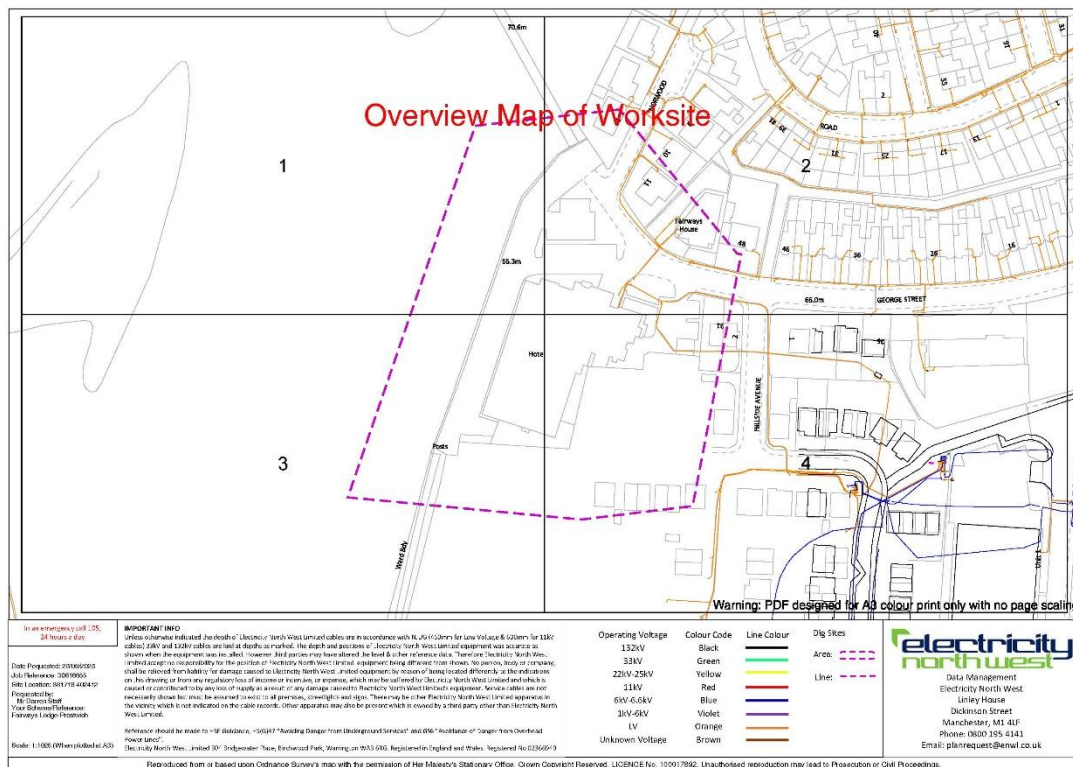
SECTION 9

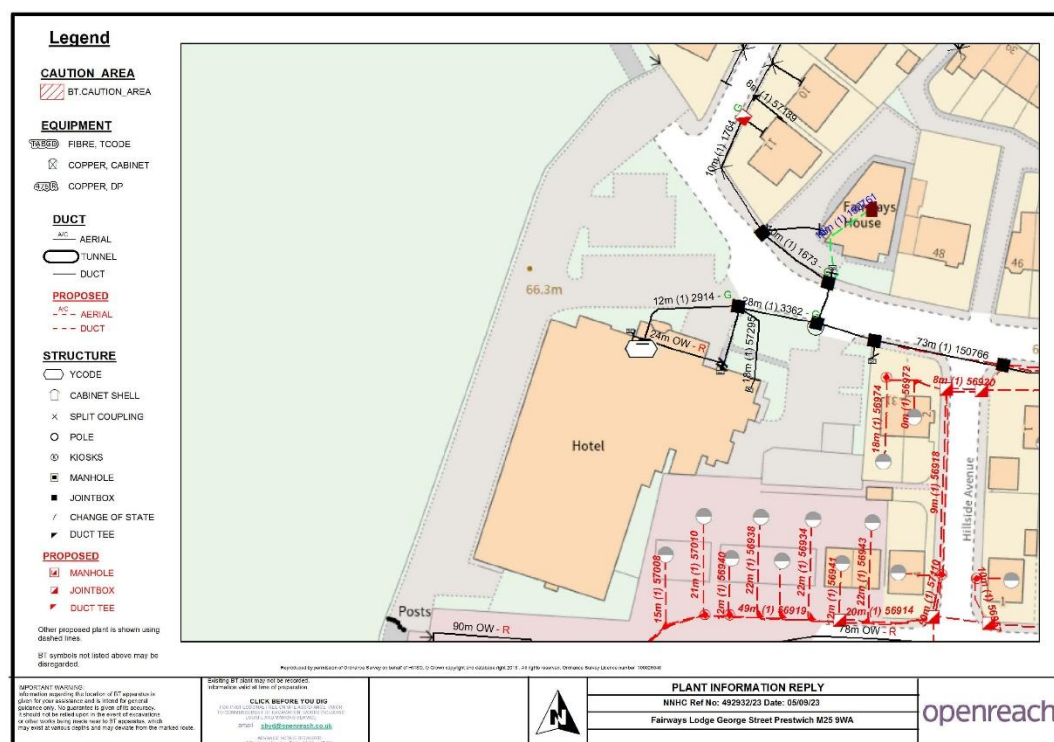
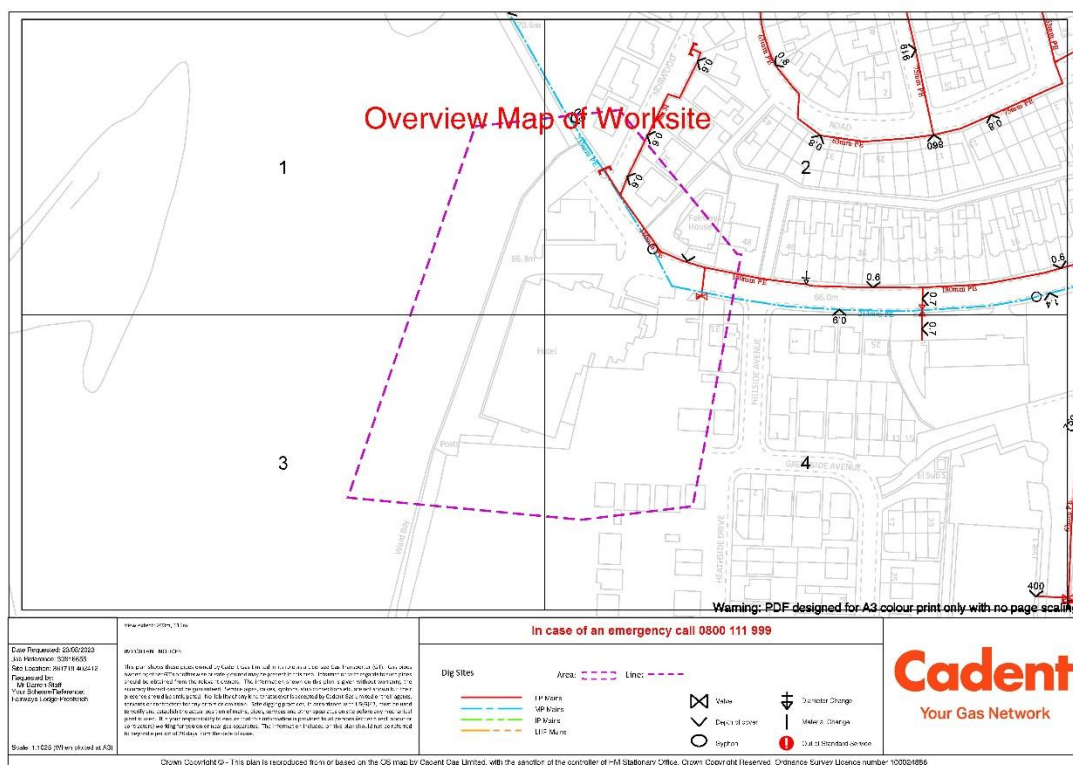
F10 Notification

To be provided.

SECTION 10

Services Records & Disconnections





SECTION 11

Site Inductions

Please see attached Site Induction Presentation.

SECTION 12 - Permit to Work



Permit to Work

Permit to Demolish

This form is to be filled in by Booth Hill Demolition Limited in conjunction with (if required) the principal contractor. This form must be signed by all parties prior to demolition works commencing.

Check List	Details
Contract name	
Contract address	
Name of demolition site manager	
Start date and duration of work	
Brief details of structure	
Details of any hazards	
Brief details of method of demolition	
Does the machine operative have in date CPCS card?	
Details of plant/equipment to be used	
Have checks been carried out on plant/equipment being used?	

Check List	Details
Area fenced off with signage?	
Protection of other trades, public etc	
Notification to local authority re section 80 of the building regulations 1984	
Removal of waste i.e. check hauliers registration, complete waste transfer note, transport arrangements etc	

Permit to Work

Environmental considerations ie noise, vibration, dust etc.	
Details of existing services i.e. gas, electric, water BT etc	
Details of scaffolding contractor if required	
Any other relevant information 	

Booth Hill Demolition Ltd will commence demolition works on receipt of a signed copy of this permit from the Principal Contractor.

Signed on behalf of the Contractor:

Signature :

Name :

Dated:

SECTION 13

COSHH Assessments

		COSHH Assessment for: Diesel Ref: CO-D1		
Assessed by: Claire Farnell		Reviewed: July 2024		Next Review Date: July 2025
Describe the activity or work process.		Used to power various vehicles, plant and equipment. <i>This assessment covers general handling, transportation and refuelling processes and should be read in conjunction with the equipment manufacturer's instructions.</i>		
Persons at risk:		Employees ☒	Contractors ☒	Public ☒
Substance involved in the process, the quantity and its manufacturer. <i>(A copy of a current safety data sheet for this substance should be attached)</i>		Various manufacturers. The quantities to be used will be dependent on how long the equipment must be operated for. The smallest possible quantities will be transported to site and used.		
Safer Alternatives: <i>(smaller, quantities, diluted form etc)</i>		Equipment is designed to operate on diesel fuel therefore it cannot be substituted.		
Classification (tick all that apply):				
Physical Hazards:				
Unstable Explosive 	Flammable 	Oxidising 	Compressed Gas 	
Applicable: ☐	Applicable: ☒	Applicable: ☐	Applicable: ☐	
Health Hazards:				Environmental:
Toxic 	Corrosive 	Irritant 	Resp. Sens/Health 	Environmental 
Applicable: ☒	Applicable: ☐	Applicable: ☒	Applicable: ☒	Applicable: ☒
Hazard Type				
☐ Gas	☒ Vapour	☐ Mist	☐ Fume	☐ Dust
				☒ Liquid
				☐ Solid
				☐ Other (State)
Route of Exposure				
☒ Inhalation	☒ Skin	☒ Eyes	☒ Ingestion	☐ Other (State)
Explosive Limits and Workplace Exposure Limits (WELs) please indicate n/a where not applicable				
Long-term exposure level (8hrTWA): UEL: Napthalene 10ppm 52mg/m3 Oil mist, mineral 5mg/m3			Short-term exposure level (15 mins): LEL: Napthalene 15ppm 79mg/m3	
Risks to Health from Identified Hazards				
Limited evidence of carcinogenic effect. May cause lung damage if swallowed. Repeated exposure may cause dryness or cracking of skin. Slightly irritating to respiratory system. Breathing of high vapour concentrations may lead to dizziness, light headedness, headaches and nausea. May cause moderate skin irritation.				

Control & Recovery Measures Actioned: (for example extraction, ventilation, training, supervision).			
Ventilation: Activities generally take place outdoors.		Accidental Release & Spillage Plan: All tanks to be banded with drip trays at refuelling points. Clear up spills using absorbent material and dispose of as hazardous waste.	
Special Transport: Classified as C1 – Combustible liquid. UN 3082		Signage, provision of information and instruction: Briefing of this assessment and toolbox talks. Flammable signs.	
Fire Precautions / Extinguisher Type: Foam, water spray or fog. Chemical or powder may be used on smaller fires. Do not use water jet.		Environmental Considerations: Toxic to aquatic organisms ; do not allow into drains or water courses.	
Storage Required: Large quantities – store outdoors in a secure, fireproof container which is banded and signed appropriately. Smaller quantities – Store in fit for purpose container labelled appropriately. Store in a banded area. Store away from heat & ignition sources		Disposal Issues: Recover or recycle if possible. Dispose of as hazardous waste (including contaminated rags and containers) at a licensed waste disposal facility.	
Is health surveillance or monitoring required?		☐ Yes ☒ No	
Personal Protective Equipment			
 ☐		 ☐	
Dust mask		Visor	
 ☐	Not required for routine refuelling operations in outdoor or well ventilated areas.	 ☐	Not generally required for routine refuelling operations.
Respirator		Goggles	
 ☒	Nitrile gloves to prevent skin contact.	 ☒	Issued workwear, long sleeve to prevent splashes onto skin.
Gloves		Overalls	
 ☒	Wear Safety footwear (EN345 SB Compliant) at all times	 ☐	
Footwear		Other	
First Aid Measures			
Inhalation – remove to fresh air, seek medical help if symptoms persist. Skin Contact – rinse skin with large amounts of water followed by washing with soap and water. If irritation persists seek medical advice. Eye Contact – Flush eyes with copious amounts of water, if irritation persists get medical help. Ingestion – If swallowed transport to nearest medical facility for treatment, do not induce vomiting.			
Disposal of Substances & Contaminated Containers			
Hazardous Waste ☒ Skip ☐ Return to Depot ☒ Return to Supplier ☐ Other ☐			
Is exposure adequately controlled?		Yes ☒ No ☐	
Risk Rating Following Control Measures			
High ☐		Medium ☐	
		Low ☒	

		COSHH Assessment for: Extinguishers Foam Ref: CO-E3		
Assessed by: Claire Farnell		Reviewed: July 2024		Next Review Date: July 2025
Describe the activity or work process.		Used to extinguish fires		
Persons at risk:		Employees ☒	Contractors ☒	Public ☒
Substance involved in the process, the quantity and its manufacturer. <i>(A copy of a current safety data sheet for this substance should be attached)</i>		Exposure can occur when an extinguisher is needed. Should be minimal exposure based on infrequent use required		
Safer Alternatives: <i>(smaller, quantities, diluted form etc)</i>		Exposure to this chemical will be minimal and on rare occasions but there are no alternatives to this substance		
Classification (tick all that apply):				
Physical Hazards:				
Unstable Explosive 	Flammable 	Oxidising 	Compressed Gas 	
Applicable: ☐	Applicable: ☐	Applicable: ☐	Applicable: ☐	
Health Hazards:				Environmental:
Toxic 	Corrosive 	Irritant 	Resp. Sens/Health 	Environmental 
Applicable: ☒	Applicable: ☐	Applicable: ☐	Applicable: ☐	Applicable: ☐
Hazard Type				
☐	☐	☐	☐	☐
Gas	Vapour	Mist	Fume	Dust
☐	☐	☐	☐	☐
Liquid	Solid	☒ Other (Foam)		
Route of Exposure				
☒	☒	☒	☐	☐
Inhalation	Skin	Eyes	Ingestion	Other (State)
Explosive Limits and Workplace Exposure Limits (WELs) please indicate n/a where not applicable				
Long-term exposure level (8hrTWA): UEL:			Short-term exposure level (15 mins): LEL:	
Risks to Health from Identified Hazards				
Exposure may result in the following: ■ May cause sickness and stomach discomfort if swallowed ■ May cause irritation to skin that is sensitive				
Control & Recovery Measures Actioned: <i>(for example extraction, ventilation, training, supervision).</i>				

Ventilation: n/a	Accidental Release & Spillage Plan: n/a
Special Transport: n/a	Signage, provision of information and instruction: Briefing of this assessment and toolbox talks. Compliance to Risk Assessment
Fire Precautions / Extinguisher Type: n/a	Environmental Considerations: n/a
Storage Required: Containers should not be stored in conditions likely to encourage corrosion	Disposal Issues: n/a
Is health surveillance or monitoring required? ☐ Yes ☒ No	
Personal Protective Equipment	
☐ Dust mask	☐ Visor
☐ Respirator	☒ Goggles
☒ Gloves	☒ Overalls
☐ Footwear	☐ Other
First Aid Measures	
Skin Contact – Wash off with warm soapy water. May cause mild degreasing, and irritate sensitive skin. Eye Contact – Wash infected area using plenty of water or eyewash solution. May cause irritation, if persistent seek medical advice Inhalation – Material is a liquid - Odour not unpleasant and nontoxic. Ingested – Liquid is non-toxic but may cause sickness if swallowed	
Disposal of Substances & Contaminated Containers	
Hazardous Waste ☐ Skip ☐ Return to Depot ☒ Return to Supplier ☐ Other ☐	
Is exposure adequately controlled? Yes ☒ No ☐	
Risk Rating Following Control Measures	
High ☐	Medium ☐
Low ☒	

		COSHH Assessment for: Extinguishers Powder Ref: CO-E4		
Assessed by: Claire Farnell		Reviewed: July 2024		Next Review Date: July 2025
Describe the activity or work process.		Used to extinguish fires		
Persons at risk:		Employees ☒	Contractors ☒	Public ☒
Substance involved in the process, the quantity and its manufacturer. <i>(A copy of a current safety data sheet for this substance should be attached)</i>		Exposure can occur when an extinguisher is needed. Should be minimal exposure based on infrequent use required		
Safer Alternatives: <i>(smaller, quantities, diluted form etc)</i>		Exposure to this chemical will be minimal and on rare occasions but there are no alternatives to this substance		
Classification (tick all that apply):				
Physical Hazards:				
Unstable Explosive 	Flammable 	Oxidising 	Compressed Gas 	
Applicable: ☐	Applicable: ☐	Applicable: ☐	Applicable: ☐	
Health Hazards:				Environmental:
Toxic 	Corrosive 	Irritant 	Resp. Sens/Health 	Environmental 
Applicable: ☒	Applicable: ☐	Applicable: ☐	Applicable: ☐	Applicable: ☐
Hazard Type				
☐	☐	☐	☐	☐
Gas	Vapour	Mist	Fume	Dust
☐	☐	☐	☐	☒
Liquid	Solid	Other(Powder)		
Route of Exposure				
☒	☒	☒	☐	☐
Inhalation	Skin	Eyes	Ingestion	Other (State)
Explosive Limits and Workplace Exposure Limits (WELs) please indicate n/a where not applicable				
Long-term exposure level (8hrTWA): UEL:			Short-term exposure level (15 mins): LEL:	
Risks to Health from Identified Hazards				
Exposure may result in the following: ■ May cause sickness and stomach discomfort if swallowed ■ May cause irritation to skin that is sensitive				
Control & Recovery Measures Actioned: (for example extraction, ventilation, training, supervision).				

Ventilation: n/a	Accidental Release & Spillage Plan: n/a
Special Transport: n/a	Signage, provision of information and instruction: Briefing of this assessment and toolbox talks. Compliance to Risk Assessment
Fire Precautions / Extinguisher Type: n/a	Environmental Considerations: n/a
Storage Required: Containers should not be stored in conditions likely to encourage corrosion	Disposal Issues: n/a
Is health surveillance or monitoring required? ☐ Yes ☒ No	
Personal Protective Equipment	
☐ Dust mask	☐ Visor
☐ Respirator	☒ Goggles
☒ Gloves	☒ Overalls
☐ Footwear	☐ Other
First Aid Measures	
Skin Contact – Wash off with warm soapy water. May cause mild degreasing, and irritate sensitive skin. Eye Contact – Wash infected area using plenty of water or eyewash solution. May cause irritation, if persistent seek medical advice Inhalation – Material is a liquid - Odour not unpleasant and nontoxic. Ingested – Liquid is non-toxic but may cause sickness if swallowed	
Disposal of Substances & Contaminated Containers	
Hazardous Waste ☐ Skip ☐ Return to Depot ☒ Return to Supplier ☐ Other ☐	
Is exposure adequately controlled? Yes ☒ No ☐	
Risk Rating Following Control Measures	
High ☐	Medium ☐
Low ☒	

SECTION 14

Accident Forms & Incident Forms

Accident Form

Details of Accident, Incident or Near Miss

Date of Accident / Incident:	Time of Accident / Incident:
Exact location of Accident / Incident:	
Briefly describe the circumstances of the Accident / Incident. (N.B: This can be filled in by the injured person, supervisor or witness.)	
Signature:	
Name of witnesses:	

Details of Injured Person (If applicable)

Name:	
Age:	
Occupation:	
Nature of injury:	
Signature of supervisor:	Date:

Further comments (for office use only)

Is the Accident / Incident reportable Y/N under RIDDOR?	If yes, has the accident been reported? Y/N
What was the cause of the Accident?	
What action has been taken to prevent reoccurrence?	

OFFICE USE ONLY

OUR REF No..... SHEQ MANAGER SIGNATURE.....

BHD/SHEQ5/SF_A1
Revision 1

Incident Investigation Report

Site Name:		Contract No: J	
Company involved:			
Location of incident:			
Date of incident:		Time of incident: AM/PM	
Type of incident:			
Potential severity:	☐ Major	☐ Serious	☐ Minor
Probability of recurrence:	☐ High	☐ Medium	☐ Low
Description of how incident occurred:			
<i>Use the reverse for sketching site if necessary</i>			
Immediate causes: what unsafe acts or conditions caused the event?			
Secondary causes: what human, organisational or job factors caused the event?			
Remedial actions: recommendations to prevent recurrence:			

Signature of investigator:	Date:
Name:	Position:

Follow up action/review of recommendations and progress:

Date Investigation Completed:
Name of reviewer:

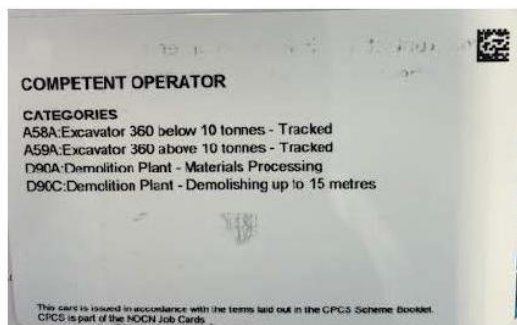
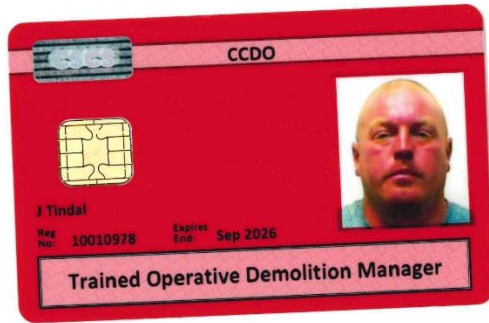
FOR OFFICE USE ONLY:-

Incident No:..... SHEQ Director:.....

BHD/SHEQ9/SF_I3
Revision 1

SECTION 15

Training Certificates







Jess Tindall

Having successfully passed both written and practical examinations the above person is awarded the

certificate of competence

in the categories below

Tower

at the following levels

User

HSS Hire Service Group Plc
Issuing Company

Paul Humphries
Registered Instructor
on behalf of PASMA

Date of expiry 9 February 2028

Certificate Number

810188

www.pasma.co.uk

Prefabricated Access Suppliers' & Manufacturers' Association Ltd
PO Box 27065, Glasgow G5 6DT UK • Tel: +44 (0)1606 351240
Email: info@pasma.co.uk • Facebook: [facebook.com/PASMAN.uk](https://www.facebook.com/PASMAN.uk) • Twitter: @PASMAN.uk

PART OF **noan** GROUP



card. Please check that all your details are correctly displayed.
card type

**NPORS®
Operator**

www.npors.com
+44 (0)1606 351240

Name: **Graham Commons**

Reg No: **636436**

Expires: **See Overleaf**



Reg No: **636436**

Initial - **27/07/2020**

Category
N212A Skidsteer Loader (Wheeled)

Expiry Date
31/07/2025

To check the validity of this card please scan the QR code on the front of the card or call +44(0)1606 351240, email info@npors.com

FIT TEST REPORT
04010224

ID NUMBER	04010224	STUBBLE	CLEAN SHAVEN
LAST NAME	RICHARDSON	SMOKER	YES
FIRST NAME	GORDON	HEALTH	NO ISSUES
COMPANY	BOOTHILL	MASK	TEST MASK
LOCATION	GOSBORNE	PORTACOUNT SIN	8030142911
TEST DATE	04/01/2024 12:35	NBS COMPANION	N
DUE DATE	04/01/2025	PROTOCOL	Indy470
RESPIRATOR	SUNDS/TROM SR100 HALF MASK (100)	PASS LEVEL	10C
MANUFACTURER	SUNDS/TROM	APPROVAL	EN140:1998
MODEL	SR100	EFFICIENCY-99%	False
MASK STYLE	HALF MASK		
MASK SIZE	M/L		

EXERCISE	DURATION (secs)	FIT FACTOR	PASS
NORMAL BREATHING	80	2761	Y
DEEP BREATHING	80	7212	Y
HEAD SIDE TO SIDE	80	7520	Y
HEAD UP AND DOWN	80	12746	Y
TALKING OUT LOUD	80	1309	Y
BENOWING OVER	80	1365A	Y
NORMAL BREATHING	80	13662	Y
OVERALL FF		4318	Y

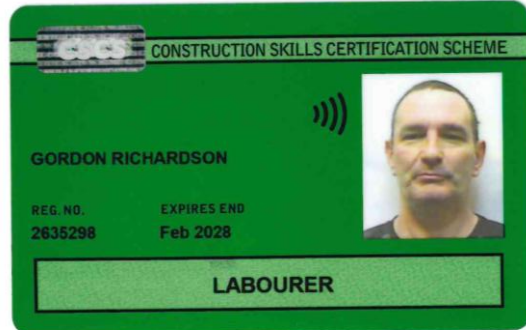
FIT TEST OPERATOR Barry Schofield DATE 4-1-24
NAME Gordon Richardson DATE 4/1/24

Note:

Respirator Fit Test Card
Name: GORDON RICHARDSON Test Date: 04/01/2024
ID OPERATIVE: Next Test Date: 04/01/2025
Respirator Results
Model: SR100 Overall FF: 4318
Style: HALF MASK FF Pass Level: 10C
Size: M/L Pass: Y
Operator: BARRY S...
Protocol: Indy470
Fit Test Method: QNFT using TSI PortaCount
*** Your company contact information here ***

Tel: 01942 275444

Fax: 01942 275555



Gordon Richardson
Having successfully passed both written and practical examinations the above person is awarded the

certificate of competence

in the categories below

Tower

at the following levels

User

HSS Hire Service Group Plc
Issuing Company

Paul Humphries
Registered Instructor
on behalf of PASMA

Date of expiry: 9 February 2028

Certificate Number:

810187

www.pasma.co.uk

Prefabricated Access Suppliers' & Manufacturers' Association Ltd
PO Box 20809, Glasgow G5 0D1, UK • Tel: +44 (0)141 250 4041
Email: info@pasma.co.uk • Facebook: facebook.com/PASMAUK • Twitter: @PASMAUK

FIT TEST REPORT

ID NUMBER	SUPERVISOR	STUBBLE	CLEAN
LAST NAME	DENSON	SMOKER	YES
FIRST NAME	PAUL	HEALTH	COPD
COMPANY	BOOTHILL	MASK	TEST
LOCATION	GOLBORNE		
TEST DATE	04/01/2024 10:55	PORTACOUNT SN	5030142611
DUE DATE	04/01/2025	NBS COMPANION	N
RESPIRATOR	SCOTT 3M VISION RFF4000 PROFLO FULL FACE (2000)	PROTOCOL	Ind479
MANUFACTURER	SCOTT 3M	PASS LEVEL	2000
MODEL	VISION RFF4000 PROFLO	APPROVAL	EN1284-1998
MASK STYLE	FULL FACE	EFFICIENCY<95%	False
MASK SIZE	ML		

EXERCISE	DURATION (sec)	FIT FACTOR	PASS
NORMAL BREATHING	80	14511	Y
DEEP BREATHING	80	8810	Y
HEAD SIDE TO SIDE	80	23031	Y
HEAD UP AND DOWN	80	12625	Y
TALKING OUT LOUD	80	3350	Y
BENDING OVER	80	8598	Y
NORMAL BREATHING	80	11173	Y
OVERALL FF		8659	Y

FIT TEST OPERATOR: BARRY SCHOFIELD DATE: 4-1-24
NAME: PAUL DENSON DATE: 4-1-24

Note:

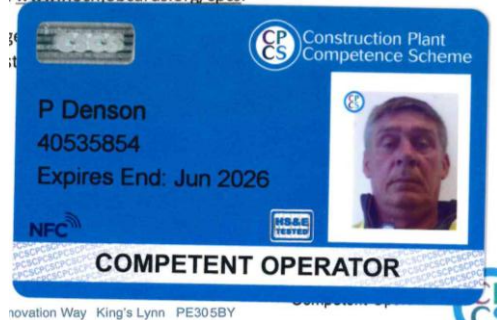
Respirator Fit Test Card

Name: PAUL DENSON Test Date: 04/01/2024
ID: SUPERVISOR Next Test Date: 04/01/2025
Results
Fit: SCOTT 3M Overall FF: 8659
Model: VISION RFF4000 Pass: Y
Style: FULL FACE Operator: BARRY S.
Size: ML Protocol: Ind479
Fit Test Method: QNFT using TSI PortaCount
*** Your company contact information here ***

Tel: 01942 373444

Fax: 01942 273555

www.nocnjobcards.org/cpcs.



novation Way King's Lynn PE305BY



Operator Training Certificate

This is to certify that

PAUL DENSON

has successfully achieved the high standards required for the operation of the following
Mobile Elevating Work Platforms

Mobile Vertical (3a), Mobile Boom (3b)

Certificate No:

OP/1297256

Date Issued:

07/09/2022

Expiry Date:

31/08/2027

Signed on behalf of the
International Powered Access Federation

[Signature]

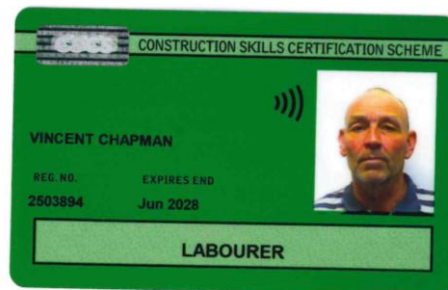
Training Centre where the course was conducted

Lifterz Ltd



The world authority in powered access

Training certified by TÜV as conforming with ISO 18678
Warning: This certificate can only be used as proof of training. Only a current IPAF Card can provide proof of training and identity.





Vincent Chapman

Having successfully passed both written and practical examinations the above person is awarded the

certificate of competence

in the categories below

Tower

at the following levels

User

HSS Hire Service Group Plc
leasing Company

Paul Humphries
Registered Instructor
Certificate of PASMA

Date of expiry 9 February 2028

Certificate Number

810186

www.pasma.co.uk

Prefabricated Access Suppliers' & Manufacturers' Association Ltd
171 The Pegasus, Garsington Road, Oxford OX4 2JF • Tel: 01865 7961241
Email: info@psma.co.uk • Facebook: facebook.com/PASMAUK • Twitter: @PASMAUK



SECTION 16

Toolbox Talks

Toolbox Talks - Accident Prevention

The Construction industry employs approx. 6% of the UK workforce, but accounts for 12% of accidents. Don't become the next statistic.

CAUSES OF ACCIDENTS

- People not thinking about what they are doing.
- People not following instructions.
- People not following training they've been given.
- Unsafe manual handling, loading, stacking and storing.
- Overloading of working places, scaffolding, hoists etc.
- Incorrect use of plant and machinery.
- Use of faulty equipment with improvised repairs.
- Illegal removal of guards and barriers.
- Failure to use protective safety equipment.
- Ignoring safety signals, signs and warning devices.

THE COST OF ACCIDENTS TO YOU

- Pain, suffering and continuing disability.
- Loss of earnings and extra expense due to disability.
- Incapacity for the job and your leisure activities.
- Unable to support family and possible family break-up.

ACCIDENT PREVENTION:

- Don't remove guards from machines.
- Don't handle substances without knowing the hazards.
- Don't use machines if not trained and follow instructions.
- Always comply with safe working practices.
- Wear and use PPE correctly, don't abuse it.
- Don't direct compressed air at yourself or others, it kills.
- Never mess around while working.
- Never use defective equipment or machinery.
- Help to keep the workplace clean and tidy.
- Wash and dry hands to remove substances from skin.
- Report unsafe conditions to your Supervisor.
- Use correct tools and equipment for the job.
- Obey all safety rules and signs.
- Don't leave tools lying about where they can fall.

- What is a cause of accidents regarding plant?
- If you saw an unsafe condition what would you do?
- What could the cost of an accident be to you?
- Before using substances what must you find out?
- Why shouldn't you mess around on site?
- What is a cause of accidents in working places?
- How could an accident to you affect your family?
- Why shouldn't you remove guards from machinery?

Do you have any questions for me?

Contract Name:

Site Manager/Supervisor giving Talk:

Date:

Time spent on training:

Toolbox Talk Attendees:

Name	Signature

Toolbox Talks – Dust

Regularly breathing construction dust can cause diseases like lung cancer, asthma, Chronic Obstructive Pulmonary Disease (COPD) and silicosis. Construction workers have a high risk of developing these diseases because many common construction tasks can create high dust levels.

These diseases cause permanent disability and early death. Over 500 construction workers are believed to die from exposure to silica dust every year.

What is the issue?

Many construction activities can create airborne dust, especially from materials such as wood, stone, concrete, fillers and plasterboards.

The widespread use of portable power tools has resulted in an increase in the health risks from dust in construction.

The tasks themselves may be brief but multiple short exposures can result in ill health.

Dust is not always an obvious hazard because the particles that do the most damage are not visible to the human eye and the health effects can take years to develop.

The long term effects of exposure to dust can be permanent and do disabling damage to the lungs and severely affect your quality of life.

What should you be concerned about?

Although most dusts can cause irritation of the skin, eyes and throat if you are exposed to them, the major concerns are regarding the effects of dusts once they enter the lungs.

Chronic Obstructive Pulmonary Disease (COPD) is an overall term for lung diseases that inflame the airways and obstruct breathing. It includes chronic bronchitis and emphysema and is the 5th biggest killer in UK.

If your work exposes you to dust on a regular basis then you may be at risk of developing COPD. This is especially true if you are also a smoker.

Silicosis is caused by the inhalation of respirable crystalline silica, which can be found in concrete and other construction materials.

Many of these ill health effects take a long period of time to develop, so it may not be immediately obvious that the dust is causing harm. Although it is possible to see larger dust particles in the air, these are usually too big to get into the lungs. Very fine particles are required to get into the deep lung, and as these are typically invisible to the naked eye it may not be obvious that there is a problem.

What should you look out for?

The health effects vary dependent on the type of dust present, although there are some common symptoms that you can look out for.

- The short term effects on the lungs include coughing, wheezing, difficulty in breathing and general irritation of the nasal and respiratory tract. There may also be an increased production of mucus and mucus may become discoloured.
- All of these short term symptoms may not occur directly after exposure – it could be many hours before they start to appear.
- Long-term symptoms may include a persistent hoarse cough, regular chest infections and an increased shortness of breath, even when performing simple tasks, e.g. walking up stairs, carrying light loads. These symptoms could indicate COPD or other diseases such as silicosis.

What can you do about it?

Use dust extraction on tools, especially if cutting is involved.

Ensure that the extraction equipment has suitable filters to remove the contaminant from the air. For most of the dusts you could be exposed to this should be an 'M Class' filter, a HEPA filter isn't good enough.

Make sure you have good ventilation in the area of work.

If possible, use water suppression techniques.

Ensure the correct fitting, wearing and maintenance of PPE – wear any PPE as instructed, clean and check it regularly and change it for a new piece as and when necessary.

Wear dust masks fitted with a particulate (P) filter. Make sure you have been shown how to fit it correctly and have undertaken face-fit testing.

Under no circumstances should dry sweeping take place in areas where dust is present – always damp down first.

IF IN DOUBT, ASK!

Do you have any questions for me?

Toolbox Talks – General Health & Wellbeing

This talk covers some of the causes and preventative measure that can be put in place to help manage your health and general wellbeing.

General health and wellbeing

1. General ill health is a broad term which covers everything from a bad back, respiratory diseases, repetitive strain injuries, to stress and mental health issues.
2. Poor work practices are the main causes of ill health.
3. In the construction sector, over 1 million working days are lost every year as a result of work-related ill health.
4. People with health problems must be treated fairly, with consideration by their employer and work colleagues.
5. Your general health is important for the quality of your later life: an injury today can cause many years of suffering, discomfort and sometimes disability.

Control measures

Your employer has a legal duty to ensure that your general health and wellbeing is provided for in the workplace.

You should use the correct methods of work and the correct protective measures (such as dust suppression, personal protective equipment (PPE) and so on), so that exposure is reduced.

Suitable welfare facilities should be provided to minimize the risk of ill health, e.g. washing, eating, drinking and changing facilities. This is a legal requirement and must be provided for you. Welfare facilities should also be well maintained and hygienic.

If you have an existing health problem or take medication, you must tell your employer so that your wellbeing can be assured.

Follow your supervisor's instructions, have a questioning mind and if in doubt, ask.

Precautions

If you think you might be suffering from ill health, e.g., early onset of occupational deafness, showing signs of hand-arm vibration syndrome, bad back, dermatitis, respiratory problems and signs and symptoms of stress, bring it to the attention of your supervisor, health and safety advisor, or someone in a position of responsibility.

You should ensure that any respiratory protective equipment (dust masks, breathing apparatus, etc.), you have been given is the right type for the job and you have been face-fit tested for each type of RPE.

If you discover a problem with welfare facilities, (such as a blocked toilet), don't just ignore it – report it.

If you think you need help with a task, ask – don't simply try and manage it on your own.

Questions?

- When should you report something that might cause sickness, ill health or injury to you or others?
- If you have a problem who should you report it to?
- What should you do if you think the welfare facilities are inadequate or in poor condition?
- You know that one of your work colleagues has a family problem causing him or her stress – what should you do?
- What is a face-fit test?

Trainer's note: Inform workers that the Construction Industry Helpline provides support and advice on a range of topics, from occupational health and wellbeing, to financial aid in times of hardship caused by accident, illness or bereavement. Tel 0345 605 1956

Trainer's note: Inform workers of the company's provision for providing good general health and wellbeing on site and any relevant employee assistance programs provided.

Construction Industry Helpline 0345 605 1956

Contract Name:

Site Manager/Supervisor giving Talk:

Date:

Time spent on training:

Toolbox Talk Attendees:

Name	Signature

Toolbox Talks – Thumbs Up Campaign



"On average, each year, about 7 workers die as a result of accidents involving vehicles or mobile plant on construction sites. A further 93 are seriously injured." HSE, 2015

Thumbs Up initiative is a safety campaign with the primary aim of creating a positive on-site safety culture. Simply, it is designed to improve the way machine operatives and site workers communicate.

Giving a thumbs up gesture is all it takes to improve communication between plant operatives and site workers which in turn helps to improve safety around moving plant on-site.

When a site worker gives the thumbs up to a machine operator, they are checking that they have been seen and that it is safe to enter their work area. The consequences of this simple but effective hand gesture can result in a life-saving decision being made

- By giving a "thumbs up" sign to the operator, you are positively asking the operator to enter his work zone.
- By giving a "thumbs up" you are respecting that there is a high-risk item in your way of getting home safely.
- By giving a "thumbs up" you are showing your work colleagues that you don't take your safety around plant for granted.

Do you have any questions for me?

SECTION 17

Plant & Equip - Test Certs and Inspections

BOOTH HILL
DEMOLITION

Excavator: _____

Excavator Daily Checklist

Operator Name: _____

Date:	ITEMS INSPECTED	CHECKS TO MAKE	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	Bucket	Broken Welds/Cracks/Damage	Ok Repair	Ok Repair	Ok Repair	Ok Repair	Ok Repair	Ok Repair
	Dipper	Broken Welds/Condition						
	Dipper Cylinder	Hydraulic Leaks/Condition						
	Boom	Broken Welds/Cracks/Damage						
	Quick Hitch	Hydraulic Leaks/Cracks/Damage						
	Underneath Machine	Clean/Clear/Damage/Leaks						
	Steps & Handholds	Free from damage & debris						
	Batteries/Hold Downs	Secure/Corrosion						
	Air Filter	Clean/ Clack						
	Wipers/Washers	Maintained/Full						
	Engine Coolant	Maintained/Full						
	Radiator	Maintained/Full						
	Hydraulic Oil Tank	Maintained/Full						
	Fuel Tank	Maintained/Full						
	Fire Extinguisher	Present						
	Lights	Damage/Working Order						
	Mirrors	Damage/Correct Position						
	External Machine	No obvious Damage						
	Tracks	Wear/Tear/Secure/Tension						
	Sprockets	Clear & Free from Debris						
	Driver Seat/Seat Belt	Secure/Working Order						
	Audible Warning	Working Order						
	Safety Devices	Working Order						
	Hydraulic Controls	Working Order/Decals						
	Drive	Working Order						
	Attachments	Working Order/ Damage						

Defects Reported To: _____

Actioned: _____

Machine test certs to follow.

SECTION 18

Site Audits



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

Site Audit (Internal)

THIS AUDIT MUST BE CONDUCTED AS EARLY AS POSSIBLE PREFERABLY IN WEEK TWO/ THREE OF THE CONTRACT

Audit Site Address:	
Auditors Name:	Audit Date:
Time of Arrival:	Time of Departure:
Non-Conformances:	
Observations:	
Audit Summary:	
Corrective/Preventive Action:	
Follow up Date:	
Please provide details of the project. (Project type, duration, location and environment.)	
How many persons are normally working on this project and what type of work are they involved with. (inc Sub-Contractors)	
What resources are normally available for this project (Plant & Equipment)	

BOOTH HILL DEMOLITION

Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

1.0	Site Documentation	Yes	No	N/A	Comments
1.1	Is there a detailed Construction Phase H&S Management Plan available for this project?				
1.2	Has this project been notified to the appropriate authority? F10 is copy displayed?				
1.3	Is there a section 81 Notice?				
1.4	Is there an asbestos survey in place for this project? Copies on site?				
1.5	Is there a Method Statement available for work in progress? Have site personnel read and understood?				
1.6	Are there adequate Risk Assessments available for the tasks being undertaken on this project?				
1.7	Are there adequate COSHH Assessments for all hazardous substances on site?				
1.8	Is there a copy of the company's H&S policy on site? When was this last reviewed?				
1.9	Is there a copy of the company's Environmental Policy on site? When was it last reviewed?				
1.10	Are the statutory site notices displayed within the site office / cabin? HSE Law Poster?				
1.11	Is there a copy of site rules displayed with site office/cabin?				
1.12	Is there a copy of the liability insurance displayed and in date?				
Recommendations:					

REVISION 1

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BHD/SHEQ5/SF_A2



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

2.0	Site Organisation/Security	Yes	No	N/A	Comments
2.1	Does the site have a secure boundary with controlled access points?				
2.2	Are there adequate warning signs to comply with the Safety Signs Regulations? Signs displaying company contact details?				
2.3	Is there an adequate emergency/ fire/ traffic management plan for this site?				
2.4	Are adequate site inductions carried out and recorded?				
2.5	Are adequate toolbox talks carried out and recorded?				
Recommendations:					



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

3.0	Competence & Training	Yes	No	N/A	Comments
3.1	Are the site supervisors suitable qualified to undertake their roles? i.e. CCDO				
3.2	Are site operatives adequately trained and hold competency based qualifications? i.e. CCDO / NVQ				
3.3	Are all plant operators in possession of the appropriate qualifications? i.e. CPCs / NVQ				
3.4	Have all operatives undertaken a recognised Asbestos Awareness course?				
3.5	Have all operatives undertaken a recognised H&S Awareness course or CITB H&S Test?				
3.6	Are copies of personnel training certificates on site?				
3.7	Is there a copy of the company training matrix on site?				
Recommendations:					

BOOTH HILL DEMOLITION

Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

4.0	Inspections & Maintenance (Plant & Equipment)	Yes	No	N/A	Comments
4.1	Does all Plant & Equipment being used for this project have the relevant inspection certification available? Mechanical & Electrical				
4.2	Is all Plant & Equipment used on site detailed within a site register?				
4.3	Are all lifting accessories subject to regular inspections and are all records available on site?				
4.4	Are the maintenance and pre operational checks of all plant recorded?				
4.5	Is all Plant & Equipment adequate and in suitable condition for the work being carried out?				
Recommendations:					



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

5.0	Working at Height	Yes	No	N/A	Comments
5.1	If work at height is necessary has safe access been provided in line with the Working at Heights Regulation? Is there a written assessment available?				
5.2	Where a scaffold has been provided does a competent person inspect the scaffold on a regular basis? Is the certificate in site file?				
5.3	Where an aluminium scaffold tower is in use has it been erected and inspected by a competent person prior to use?				
5.4	Where fall arrest equipment is in use has it been inspected, certificated & checked prior to use and findings recorded by a competent person?				
5.5	Where operatives are working at height, is all correct working at height procedures being followed? Are operatives working safely?				
Recommendations:					

BOOTH HILL DEMOLITION

Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

6.0	Asbestos Removal (Non Notifiable Materials)	Yes	No	N/A	Comments
6.1	Are all operatives adequately trained in non notifiable asbestos removal techniques?				
6.2	Is there a Method Statement/Risk Assessment for the work at hand?				
6.3	Do they have the correct equipment for carrying out the work?				
6.4	Are operatives wearing the correct PPE for the work in hand?				
6.5	Is the working area suitable and is there asbestos warning signs displayed in prominent positions?				
6.6	Are operatives handling Asbestos Cement Sheets in a safe manner to prevent fibre release?				
6.7	Is the waste skip secure and lockable?				
6.8	Are there time sheet records available for site operatives working with asbestos?				
Recommendations:					

REVISION 1

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BOOTH HILL DEMOLITION

Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

7.0	Asbestos Removal (Notifiable Materials)	Yes	No	N/A	Comments
7.1	Is a copy of the ASB5 notification on site?				
7.2	Does the sub-contractor have relevant licences and accreditations to carry out the work?				
7.3	Is there a detailed Method Statement/ Risk Assessments for the asbestos removal operations on site?				
7.4	Is the decontamination unit in position and fully certified and operational?				
7.5	Is the asbestos removal works fully enclosed with an operational three stage air lock and adequate viewing panels?				
7.6	Are there records of air monitoring, clearance certification, face fit tests, operative and supervisor training, medicals and equipment inspection records?				
Recommendations:					



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Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

8.0	Health Surveillance	Yes	No	N/A	Comments
8.1	Has adequate evaluations of hand and arm vibration been carried out? Is operative use recorded?				
8.2	Has adequate evaluations of noise generation activities been carried out?				
8.3	Are burner operatives in possession of recent lead medicals?				
8.4	Are suitable controls in place to protect operatives from health hazards? i.e. ventilation, screening, suitable equipment, work rotation, etc				
8.5	Are operatives using PPE correctly in line with the hazardous activities being undertaken?				
Recommendations:					

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Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

9.0	Lifting Operations	Yes	No	N/A	Comments
9.1	Has a suitable lifting plan and Method Statement been developed for specific lifting activities?				
9.2	Are the persons carrying out the lifting operations competent to carry out their duties? i.e. appointed persons, lifting supervisor, slinger				
9.3	Are all appliances inspected weekly and thoroughly examined every 12 months by a competent person?				
9.4	Do all lifting gear/appliances have current test certification?				
9.5	Is the lifting operations being carried out in line with the lift plan and is the operation being conducted safely and meet current regulatory requirements?				
Recommendations:					

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Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

10.0	Emergency Procedures and Equipment	Yes	No	N/A	Comments
10.1	Is there adequate provision for First Aid arrangements?				
10.2	Is there a emergency evacuation plan / procedure available for inspection?				
10.3	Is there a clearly marked muster point?				
10.4	Are there clearly marked fire points situated in prominent positions?				
10.5	Are all fire extinguishers suitable for the specific work areas and are they maintained correctly?				
Recommendations:					



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Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

11.0	Demolition	Yes	No	N/A	Comments
11.1	Are the correct demolition procedures being followed?				
11.2	Are operatives / plant operators using the correct Plant & Equipment for the work in hand?				
11.3	Are active hazardous working areas suitably cordoned off and or controlled by a banksman?				
11.4	Are all operatives working from a safe access point?				
11.5	Are all operatives wearing the correct PPE for the work in hand?				
Recommendations:					



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Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

12.0	General Housekeeping	Yes	No	N/A	Comments
12.1	Is there a clear access and egress to the site office / compound area? Is the route clearly marked?				
12.2	Are all work areas clear of debris to allow tasks to be performed safely?				
12.3	Is waste stored in appropriate areas or containers to avoid any build up of waste materials?				
12.4	Are all work areas access and egress points clear of debris, cables, equipment, etc?				
12.5	Generally is the site as a whole in a tidy and organised condition?				
Recommendations:					

BOOTH HILL DEMOLITION

Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

13.0	Environmental Issues	Yes	No	N/A	Comments
13.1	Is dust kept to a minimum and is dust suppressant used when required?				
13.2	Have a waterways, surface water drains, sewers been identified and precautions taken to avoid contamination of water courses etc?				
13.3	Are all noise levels, noisy activities kept to a minimum and controlled to avoid a problem to surrounding areas?				
11.4	Is all hazardous waste been correctly handled and disposed of?				
11.5	Are all other environmental issues affecting this project being handled in a environmentally safe manner?				
Recommendations:					



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

14.0	Welfare Arrangements	Yes	No	N/A	Comments
14.1	Does the site have adequate toilet and washing facilities?				
14.2	Is there adequate provision for both men and women if necessary?				
14.3	Are all welfare facilities clean and tidy?				
14.4	Is there adequate provision for drinking water?				
14.5	Are there adequate facilities for preparation and eating food?				
Recommendations:					

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Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

15.0	Waste Management	Yes	No	N/A	Comments
15.1	Is there a waste management plan available with waste management arrangements adequate detailed?				
15.2	Is there an adequate register available for the movement of all waste from site?				
15.3	Is the site registered with the environmental agency?				
15.4	Is there materials recovery index % available for this project?				
15.5	Is waste retained on site stored in safe manner whilst awaiting removal?				
Recommendations:					



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

16.0	Sub-Contractors	Yes	No	N/A	Comments
16.1	Sub-contractors Method Statement/Risk assessment in H&S Plan?				
16.2	Have the Sub-contractors Method Statement/Risk assessment been approved?				
16.3	Sub-Contractors Permits to work in H&S Plan?				
16.4	Sub-Contractors records upto date?				
Recommendations:					



Vale House, Franklin Street, Oldham, OL1 2DP.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

17.0	Temporary Works	Yes	No	N/A	Comments
17.1	TW Register Produced?				
17.2	TW Co-ordinator appointed?				
17.3	TW Supervisor appointed?				
17.4	TW Actions / Outputs in place?				
Recommendations:					

Appendix

A - Pre-Construction Information

See attached.

Appendix B

Fire Procedure Emergency Plan

FIRE EMERGENCY PLAN

Never put yourself in imminent danger. Always ensure your safety first, and then attempt to help others if you feel competent enough to do so.

Appointed Fire Marshal -

1.) On discovering a fire

- If you discover a fire, raise the alarm immediately by shouting "Fire" and sound the "Klaxon" located in the site cabin.
- If you have been trained and feel safe and confident in doing so, attempt to fight the fire using the equipment provided.
- If this fails, or if you do not feel confident to do so, evacuate immediately. Ensure that no one is left in the room before you close the door and windows behind you. Do not attempt to close windows if you lack time.
- Ensure that a fire marshal, or someone in charge has called the fire brigade. Their number is **[999]**
- Make sure you account for yourself and ensure you are safe before you attempt to help others.
- Do not return to the building until given an 'all clear' signal or message from the fire marshal or the person in charge.

2) If you hear the fire alarm

- Activate emergency stop buttons such as on machinery so far as is possible.
- Ensure that no one is left in the room and close the door and windows behind you. Do not attempt to close windows if you lack time.
- Leave immediately using the closest emergency fire exit.
- Report to the assembly point for a roll call. **The location of the muster point is:**
Site entrance - See Site Layout & Traffic Management Plan
- If you are with a visitor, make sure they come with you.

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- If disabled people are employed, make sure they have heard the alarm and if appropriate, help them to escape and accompany them to the assembly point.

3) **Fire Marshals**

- Encourage staff to evacuate and go to the assembly point. Check that any visitors or disabled people have been accounted for and cared for.
- Ensure the emergency fire service has been contacted.
- Report to a more senior person as detailed below and inform them of any people who are unaccounted for, including visitors.
- If it is your responsibility (this will depend on numbers of employees and departments involved), complete and record the roll call and report findings to the person in charge.
- If the roll call identifies anyone as missing, make enquiries as to the person's location and if unknown, report it to the person in charge.
- Give the 'all clear' signal if directed by the fire brigade.

4) **Person in charge**

- Establish if it is a genuine or false alarm
- Establish the location of the fire if genuine
- Ensure that the fire brigade has been called if genuine.
- Check with fire staff that the premises have been completely evacuated.
- Investigate and determine the cause of the alarm if it is false.
- Complete the roll call, or collect the roll calls completed by the Fire Marshals.
- If satisfied that everything is all clear, give the 'all clear' signals.
- Gather any other information regarding the evaluation.
- If anyone has been identified as missing, make enquiries as to their location and if unknown, report it to the fire brigade.
- Check what firefighting action has been taken and whether any equipment has been used and by whom.
- Liaise with the fire brigade on their arrival. Advise them of the layout of the premises, location of the fire, and the location of any flammable substances.
- Complete a fire incident report on the events that took place and inform staff of findings.

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Appendix C

Emergency Contacts & Route Map

Emergency Contacts

Site Address:	Fairways Lodge, George Street, Prestwich, M25 9WS.
CLIENT:	McCarthy Stone
SITE FOREMAN/SUPERVISOR:	Jess Tindall Jnr
APPOINTED FIRST AIDER:	Jess Tindall Jnr
THE PRINCIPAL CONTRACTOR:	Booth Hill Demolition Ltd
EMERGENCY SERVICES: Ask for service needed, give your name, give site address, be clear, give directions if required KEEP CALM	999 Police (non-emergency number):101
HOSPITAL: (With A&E Facilities)	Salford Royal Stott Lane Salford M6 8HD
HEALTH & SAFETY EXECUTIVE:	1G Redgrave Court, Merton Road, Bootle, Merseyside, L20 7HS T: 0151 951 4000
ENVIRONMENT AGENCY:	0800 80 70 60
WATER Co:	United Utilities – 0845 746 2200
GAS Co:	National Grid - 0800 111 999
ELECTRICITY Co:	Electricity North West - 0800 195 4141
TELEPHONE Co:	n/a
SECURITY Co:	n/a

ROUTE MAP TO NEAREST A&E HOSPITAL IS DISPLAYED ON THE BULLETIN BOARD IN SITE CABIN.

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Appendix D

First Aid Procedure

First Aid Emergency Procedures

All Accidents or injuries must be reported to Site Supervisor (Appointed Person):

Site Manager - Jess Tindall

First Aiders on site:



NAME	EXPIRY DATE OF CERTIFICATE
Jess Tindall	02/08/2026

First Aid Box Locations: -

Site Cabin

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Appendix E

Health & Safety Policy Statement



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Issue No.8 July 2024
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1.0 Health and Safety Policy

1.1 STATEMENT OF INTENT

Booth Hill Demolition Ltd requires that high standards of safety, health and welfare shall be achieved and constantly maintained at all of its sites and offices. The company values safe working conditions and believes good health and safety performance and management is fundamental to a successful business and is therefore fully committed to ensuring the health, safety and welfare of employees and others who are affected by our operations.

Managing Director | Jess Tindall takes overall responsibility within the company for formulating, implementing and ensuring the company's Health & Safety Policy is produced and maintained.

A summary of the policy is detailed below in this Health & Safety Policy Statement in that Booth Hill Demolition:

- Are committed to achieving high standards of occupational health, safety and welfare, which will be achieved through the implementation of our management systems and committing to continual improvement of ensuring a positive effect on our safety performance.
- Believe that all accidents and incidents are preventable within the scope of the company's activities
- Commits to ensure compliance with current legislation and regulations
- Will Ensure Suitable and Sufficient Risk Assessment be in place and maintained to ensure no accidents/incidents occur, report and investigate any hazards, near misses or incidents.
- Are committed to providing Safe plant & equipment that is maintained, Safe working environments, Adequate Information, Instruction & Training for all employees, so as to ensure they have the necessary skills to conduct activities in a safe manner
- Will seek the involvement and full co-operation of employees for Health & Safety and will consult with Employees on all Health & Safety Matters.
- Ensure the Health and Safety Policy will be made available to any interested parties and will be reviewed on an annual basis or after changes in legislation, re-communicating the reviews to all employees and stakeholders.
- The Managing Director commits to providing adequate financial and physical resources to ensure proper delivery of the policy and management systems.

The Health and Safety policy and supporting management systems has the approval and full commitment of Managing Director Jess Tindall. It will be the responsibility of all employees to implement the policy under the guidance of the operational manager so as to ensure the highest standards of Safety, Health & Welfare are achieved and constantly maintained at all times and that Health and Safety Must not be compromised to achieve other business goals or Objectives.

Mrs Claire Farnell
Director
Booth Hill Demolition Ltd

Dated 4th July 2024

Appendix F

Environmental Policy Statement



No.5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

Environmental Policy

STATEMENT

Booth Hill Demolition recognises that some of our activities may have an adverse impact on the environment, but we are committed to reducing that effect by seeking continual improvement of our environmental performance and to conduct the operations to a clear and consistent policy for environmental protection.

This Environmental Policy applies to all of Booth Hill's operations including management, office services, procurement, site processes and project delivery. Mr Jess Tindall, Contracts Manager, is responsible for ensuring that the policy is implemented. However, all employees have a responsibility in their area to ensure that the objectives and targets of the policy are met. Booth Hill will ensure that resources are available to enable them to achieve their objectives and targets.

Specifically, we aim to:

- Meet all relevant legislation and government guidelines and adopt reasonable measures to prevent water, air, ground, or noise pollution.
- Provide a healthy and safe environment for all employees, contractors and visitors;
- Purchase goods, substances and materials that have low impact on the environment;
- Make efficient use of modern plant and techniques to reduce waste with recycling arisings for re-use wherever possible.
- Continue to use low emission vehicles / machineries and reduce diesel consumption by efficient logistical planning;
- Ensure that all our staff have a good understanding of how our business may affect the environment and what is expected of them to help minimise this impact.
- Manage our operations in a manner that will prevent pollution in excess of agreed limits and minimise the impact of our works on the public by adopting good working practices that reduce disturbance and disruption.
- Communicate with our neighbours to ensure that our work causes minimum disruption and has minimum impact on the local environment.
- Communicate the environmental, health and safety concerns regarding our operations to our employees, sub-contractors and clients to ensure co-operation in implementing the necessary standards to enable to company to achieve it environmental goals;
- Assess and minimise the potential of smoke, dust, noise and vibration from our works.
- Use modern, well-maintained transport, plant and equipment that are fuel-efficient and reduce emissions and unnecessary travel.
- Involve all of our suppliers in the implementation of this policy.

In particular we will reduce our environmental impact by improvements in:

- Define good housekeeping for all materials, ensure all employees receive training in good housekeeping and incorporate this training into the induction programme for new employees;
- Segregating waste streams and separating demolition materials into component parts.

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No.5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

- Selecting waste management facilities that operate transfer stations and recycling facilities.
- Measuring and seeking to reduce the waste produced on site, vehicle carbon dioxide emissions, and energy and water consumption.

Development against these objectives will be identified through internal environmental audits, through our performance reporting structure and will be monitored in our regular monthly meetings.

GENERAL

Materials

So far as is reasonably practicable and where there is a choice, materials which do not have an unfavourable effect upon the environment shall be used.

No materials containing CFC's or other ozone depleting substances shall be used. Where reasonably practicable, recycled material or material which can be recycled shall be used.

No timber shall be used unless it is from managed sustainable sources.

The effects upon the environment shall be considered when making purchases or hire decisions about plant and equipment.

Materials shall be used, stored and disposed of according to manufacturers' recommendations.

Waste shall be kept to a minimum and all reasonable efforts shall be made to retain or re use materials on site.

SITE WORKS

Site Access and Egress

Access on to site shall be constructed using suitable material, which will be consolidated to form a hard, durable surface.

Where mud is likely to adhere to vehicle wheels when leaving the site, a wheel wash shall be utilised.

Highways and footpaths adjacent to site entrances and work areas shall regularly be swept as and when required.

Open vehicles leaving site with spoil etc shall be sheeted to prevent the release of dust.

Removal Trees and Shrubs

No unnecessary removal of trees or hedgerows shall take place.

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Revision 3



No.5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

All trees that are subject to a Preservation Order shall be identified and provided with a substantial fence to afford protection.

Excavations

Before any excavations take place, checks shall be made for existing services such as sewers, water mains, oil pipes etc. These shall be located by means of service drawings, cable locating tools etc.

Any excavating adjacent to such services shall be carried out using hand tools and by the provision of a fully detailed site specific Method Statement and Risk Assessment.

Plant and Machinery

The positioning of plant and equipment by rivers etc. will be avoided where possible. All plant and equipment used in or adjacent to watercourses shall be checked daily for fuel and oil leaks.

All mechanical equipment shall be properly maintained.

Storage of Material

Secure storage shall be provided for all materials, both new and material intended for re-use.

Secure containers shall be utilised and where necessary sheets of impervious material will be used to prevent any pollution.

Fuel Storage and Refuelling of Plant

All liquid fuels shall be stored in secure tanks and containers, which have been provided with suitable bunds.

Plant and equipment shall not be refuelled adjacent to existing watercourses.

Storage of Flammable Materials

All flammable materials shall be securely stored.

Flammable liquids shall be stored separately from other flammable material.

Storage areas are designated as "no smoking" areas.

Suitable fire extinguishers shall be provided to storage areas.

Noise

The production of noise shall be minimised to the lowest level reasonably practicable. The effects of noise produced at work sites on adjacent occupied premises shall be assessed and steps taken to reduce the effects upon these dwellings where it is thought excessive.

Asbestos

No asbestos products, either new or second hand, shall be used on any site.

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No.5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

Where asbestos is found on site licensed contractors, who will totally enclose their working area, shall remove it.

Copies of waste transfer notes will be filed in the contract's Health and Safety Plan.

Disposal of Waste

All unwanted materials shall be separated into one of three categories:

- Contaminated
- Uncontaminated or inert
- Recyclable

Waste shall be properly contained on site so that leaching, the effects of wind, rain and vermin attack is minimised.

All waste material shall be removed from site by licensed carriers and taken to a licensed tip or transfer station.

Copies of transfer notes shall be filed in the Health and Safety Plan.

Emergency

All sites shall be assessed for emergency potential.

Appropriate emergency plans shall be drawn up indicating names of personnel who will take charge of the situation and any necessary action to be taken to investigate the effects of the emergency.

Suitable firefighting equipment shall be positioned adjacent to the work area to combat accidental ignition of vegetation.

A plan shall be made for access to all working areas by emergency services.

The Environment Agency shall be informed immediately when contaminants are accidentally leaked or spilt which have the potential of entering controlled waters.

Training and Information

All staff and operatives shall receive adequate training and information on environmental matters.

Information and special instructions relating to the environment of a particular project shall be included in site inductions.

Monitoring

All projects shall be regularly monitored for the affect upon the environment.

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No.5 Howarth Court, Gateway Crescent, Chadderton, Oldham, OL9 9XB.
Tel: 0161 850 7227 E-mail: info@booth-hill.co.uk

Reports shall be produced as a result of this monitoring with copies provided for the Director with environmental responsibility and site management.

Site management shall take appropriate remedial action where monitoring reports indicate the need.

A handwritten signature in black ink, appearing to read "Claire", with a long horizontal flourish extending to the right.

Mrs Claire Farnell
Director
Booth Hill Demolition Ltd

Dated 4th July 2024

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Revision 3

Appendix G

Insurance



CRS
Insurance
Brokers

22nd July 2024

To Whom It May Concern,

RE: Booth Hill Demolition Ltd

Our Reference: 62029879

We can confirm that we act as insurance brokers on behalf of the above insured, and that the following covers are in place:

Employers Liability

Underlying Insurer:	Ascot Underwriting Ltd
Policy number:	II1124/01732475/2023/003
Cover period:	13 th July 2024 to 12 th July 2025
Indemnity limit:	£10,000,000

Public and Products Liability

Underlying Insurer:	Ascot Underwriting Ltd
Policy number:	II1124/01732475/2023/003
Cover period:	13 th July 2024 to 12 th July 2025
Indemnity limit:	£5,000,000

Contract Works

Insurer:	HSB Engineering Insurance Limited
Policy number:	CIA002574ACT
Cover period:	19 th July 2024 to 18 th July 2025
Maximum contract site value (£):	£650,000

Hired in Plant

Insurer:	HSB Engineering Insurance Limited
Policy number:	CIA002574ACT
Cover period:	19 th July 2024 to 18 th July 2025
Limit of indemnity (£):	£400,000

Please Note:

2 Oakberry Rd | Oakberry Ind Est | Lutterworth | Leicestershire | LE17 4PP
Tel. 01455 244630 Email. info@crs-ins.co.uk Web. www.crs-ins.co.uk

Companies House Number 13360654
Authorised and regulated by the Financial Conduct Authority FRN 960073



CRS
Insurance
Brokers

The information provided in this document provides a brief overview of covers in place at the time this was sent. The full details of the above policies, including terms and conditions, are provided in their respective policy documentation. The expiry date given represents the normal expiry date of the policy. This document does not change cover provided. The cover stated above may change or be cancelled, and we are under no obligation to advise you as such.

Please contact us if you require any further information.

Yours faithfully,

Sarah Dean
Corporate Sales Executive
CRS Insurance Brokers
Tel: 01455 244630
Email: Sarah.dean@crs-ins.co.uk

Appendix H

Waste Carriers Licence

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

Regulation authority

Name



Address

National Customer Contact 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

BOOTH HILL DEMOLITION LIMITED

Registered as

An upper tier waste carrier and dealer

Registration number

CBDU80591

Address of place of business

BOOTH HILL DEMOLITION LTD
UNIT 5, HOWARTH COURT
GATEWAY CRESCENT
OLDHAM BROADWAY BUSINESS PARK
CHADDERTON
OLDHAM
OL9 9XB

Date of registration

8 January 2025

Expiry date of registration (unless revoked)

1 February 2028

This certificate was created on 8 January 2025. These details are correct at the time of certificate generation.

This copy has been issued under Regulation 6 of Waste (England and Wales) Amendment Act 2014 by the Environment Agency. This is copy number 1 of the certificate.

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.