WRS Services Ltd
Risk Assessment and Method Statement

Risk Assessment Ref. AJB/SB 0623/0 **Clint:- LNT Construction**

1.0 Location:	**2.0 Issue Date:**	**3.0 Issued By: A. Bilbao**
Eaton House Buxton Road Leek Derbyshire	13th August, 2019 Signature: 	**RISK RATING & POTENTIAL FOR HARM** **5 Fatality, 4 Major , 3 Severe, 2 Minor , 1 None injury**

4.0 Scope of Work

- The project requires the deconstruction of a two storey detached office block within its own grounds. The working hours will be Monday - Friday 8.00am - 6.00pm Saturday (only if required) 8.30am - 1.00pm.
- Upon completion of the demolition works, all non recyclable arisings from the work are to be removed from site to the appointed licensed transfer station, brick and concrete will be crushed by a EA licensed mobile plant to 6f2 and a sample sent for analysis and certification out and any remaining voids back filled and compacted in order as agreed with the client. During all demolition works dust suppression will be by a turbo fan misting machines with their own 1000lt bowser tank.
- Deconstruction works will be undertaken whilst traffic is flowing around the building and local residents living nearby therefore it is paramount that site safety is fully monitored this also includes nuisance control i.e. dust, security, falling debris and noise all vehicle movements on and of site will be controlled by appointed banksmen the site gate will be kept closed and carefully monitored.

5.0 Detailed Work Sequence	**6.0 Hazards:**	Probability	Severity	Risk
1. Erection of temporary fencing/hoarding to encompass the site, this will also include the separation within the car park of the main site entrance/office, and welfare zone, including the posting of all required signage, and the erection of any necessary tree protection.	**Hazard groups (Physical, Chemical, Biological, and Ergonomic)**			
2. A letter will be distributed to all properties in the area to explain the work being carried out and 24hr contact details.	❑ Falls of materials from height (physical)	3	5	15
3. Waste recycling and segregation areas will be established within the skip lay down these and parking areas within the site for staff vehicles and for plant must be in a location to cause the least nuisance to neighbours.	❑ Collapse of Gable Ends (Physical)	3	5	15
4. A R&D Asbestos survey will be carried if any Asbestos or suspicious items are identified they shall be removed under controlled conditions by qualified operatives. All Asbestos must be treated and removed in accordance with the control of Asbestos regulations 2012	❑ Fall of persons at Height (Physical)	3	5	15
5. Where ever possible the building will be soft stripped of all fixtures and fittings all arisings will be immediately transferred to the correct covered skip within the waste area to ensure that all work areas are kept clear.	❑ Over Turn of Heavy Plant (Physical)	3	5	15
6. Demolition were ever possible will be carried out remotely by a 360o tracked machine utilising various attachments the roof slates and areas of manual deconstruction will be carried out by	❑ Man riding cage fall from forks(Physical)	3	5	15
	❑ Contact with overhead and underground existing services (Physical)	3	5	15
	❑ Plant contact with members of public (Physical)	3	5	15
	❑ Plant contact with other vehicles on public highway (Physical)	3	5	15
	❑ Plant contact with operatives within site boundary (Physical)	3	5	15
	❑ Hazardous Substances (Chemical)	3	5	15
	❑ Noise above 1st and 2nd Action levels 80dBA and 85 dBA (Physical)	2	3	6
	❑ Manual Handling	3	3	9

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suitably qualified operatives with the required PPE working from scaffolding or a mechanised elevated work platform(MEWP), All arisings from the demolition process will be segregated for recycling as per the SWMP and transferred to the appropriate licensed facility – it is thought 90% of arisings will be recycled. 7. Upon completion of demolition the foundations and hard standings will be broken out and all brick and concrete crushed to 6f2. **8.** The site will be left clean and orderly as per client's specification.	(Physical) (Ergonomic) ❑ Slips, trips and falls (Physical) ❑ Contact with other Mobile Plant (Physical) ❑ Rats and other pests (Biological) ❑ Poor Housekeeping (Physical) ❑ Vibration ❑ Environmental Impact	3 3 3 3 3 3	3 4 4 4 4 4	9 12 12 12 12 12

Persons at Risk	**Probability**		**Severity**		**5**	**4**	**3**	**2**	**1**		8-25 Not Acceptable
					L	Pr	Po	R	I		
P – Public	Likely (L) 5		5	F	25	20	15	10	5		
E – Employee	Probable (Pr) 4		4	Ma	20	16	12	8	4		1-6
C – Contractor	Possible (Po) 3		3	>3	15	12	9	6	3		Acceptable
V – Visitor	Remote (R) 2		2	Mi	10	8	6	4	2		
	Improbable (I) 1		1	No	5	4	3	2	1		

7.0 Tools/Plant and Equipment/Labour Resources Required:

- ❑ Traditional Hand tools
- ❑ 1 x Komatsu 210 360o tracked excavators
- ❑ Various attachments
- ❑ Mobile elevated work platform.
- ❑ Scaffolding erected by a qualified sub-contractor
- ❑ Hi-reach 360o excavator

Supervisor - Andrew Stredder
Labourers - 4
Machine operators - 2

8.0 PPE Requirements:

- ❑ Head Protection As per site rules (Mandatory)
- ❑ Face/Eye Protection at all times
- ❑ Hearing Protection where levels exceed 80 dBA
- ❑ Protective Overalls All site activities
- ❑ Hand/Arm Protection Gloves at all times
- ❑ Safety Boots at all times (Mandatory)
- ❑ Dust masks as per Face Fit Certification
- ❑ Hi Visibility Clothing (Mandatory)
- ❑ Fall arrest equipment – Harness and lanyard

9.0 Access to the Place of Work

- The main access to the site will be via the established main entrance on Buxton Road. The gate will be manned during working hours and only authorised staff and visitors will be allowed access to the office compound. No access to the work area will be allowed until permission has been given and PPE checked by site supervisor. This entrance must be kept free from obstruction from all. All cars will park in the designated car park facilities provided within the site. Banksman will be on duty during all HGV and vehicle movements and ensure that this entrance and approach roads be kept clean and clear at all times.
- All WRS Services Ltd site operatives, visitors and representatives will sign in and out of site daily as per site security requirements.
- WRS will develop a traffic management plan it will be implemented and it is clearly identified with transport/plant and pedestrians segregated by means of fixed barriers or other suitable means. (Refer to plan and the displayed plan in the site office).

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- WRS Services Ltd will establish suitable skip lay down areas within the segregated site, as well as secure plant and vehicle parking within the site in an area to cause the least nuisance to neighbours.
- Welfare facilities will be provided at site. These will be kept clean at all times and any WRS Services Ltd employee found abusing the facilities provided will be subject to site disciplinary rules.
- The general working areas will be maintained and kept free from accumulated waste.

10.0 Access Equipment To Be Used

1. Normal internal access will be by existing entrances per the soft-strip, once the soft strip has been completed demolition will be carried out by remote isolated technique and all access to buildings denied. Areas of manual separation will be worked from fixed scaffolding or MEWP.
2. Qualified banksman will be on duty during all demolition activities.

11.0 Detailed Work Sequence

1. The structures to de-constructed were ever possible will be soft stripped of all fixtures and fittings the arisings will be placed in to awaiting skips and removed from site.
2. The areas to be demolished will be identified and as far as reasonably practicable secured by the use of heras fencing. Warning and Safety Notices will be posted and only trained and authorised operatives will be allowed within this area.
3. The demolition will be by (Isolated Demolition Technique), using 360º excavators with grapple and munches attachments. All machines working directly on demolition will be fitted with protective cages/shields for the protection of the operator. Technical data concerning these machines is contained in the appendix section to this method statement
4. Suitable competent banksmen will be appointed during the demolition of any structure
5. Airborne dusts will be controlled by the use of standard dust suppression techniques, i.e. Water misting sprays.
6. The WRS Services Ltd Site Supervisor will ensure that in the event of adverse weather conditions (High Winds), that all demolition work is stopped. The only work at this time will be to ensure the safety of site operatives, the integrity of the structure being worked upon or the integrity of any adjacent structures that may be affected by the demolition works.
7. All demolition waste, including vegetation will be removed from site by a licensed waste disposal contractor and disposed to a licensed waste transfer recycling site. Waste transfer notes will be held within the site Waste Management Plan.
8. At the end of the working day the site supervisor will undertake an inspection of the working areas and record the findings within the relevant inspection form held within the site health and safety file.
9. The site supervisor will ensure that the site, all plant and equipment are secured at the end of the working day the guard will also check all fencing and signage daily and sign off as secure.
10. The site will be left clean, tidy and safe as per the client's requirements.
11. On the completion of the project the site will be handed back to the client as per the clients conditions of contract.

12.0 Materials Handling and Storage

1. All materials associated with the demolition will be moved by machine, only lightweight picking and soft strip materials will be moved by hand.
2. Materials will be stored in lockable containers, waste debris will be placed onto waiting wagons and fully sheeted before transport off site any other materials will be placed into covered waiting skips.

13.0 Power sources and isolations required include details of any Permit to Works (Hot work, Electric Isolations etc.)

CLIENT TO ENSURE ALL SERVICES ARE ISOLATED, CERTIFICATON OF ISOLATIONS WILL BE REQUIRED PRIOR TO DEMOLITION COMMENCING

14.0 Training Requirements

- ❑ Trade training
- ❑ CSCS training and accreditation
- ❑ CITB Plant operators card or equivalent/CPCS cards
- ❑ Abrasive wheels training where applicable
- ❑ Banks man training

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- ❑ Working at height
- ❑ Use of safety harnesses
- ❑ First Aid training certification held by all staff
- ❑ NFDC Asbestos awareness and removal training.

15.0 Hazardous Substances

1. Reference should be made to the COSHH Assessment manual based on site with the WRS Services Ltd site manager for full details of safety requirements.
2. Substances covered are silica dust, asbestos, oils, greases, lubricants, lead based paints, biological hazards, environmental hazard. MMMF (Fibre Glass), brick and concrete dust, treated timber.

16.0 Supervision and Co-ordination of Activities

1. The WRS Services Ltd Site manager will manage the site activities on a daily basis and his responsibility is to control the working area and interface WRS Services Ltd activities with other trades and contractors.
2. Each morning prior to commencement of work he will give all operatives a daily briefing of the programme of works and any safety implications. These will be recorded and issued to the site management for their records.
3. Site emergency procedures must be strictly adhered to and all site rules will apply.
4. The Site manager will have overall responsibility for the safe co-ordination of WRS Services Ltd scope of works.
5. He will attend weekly safety coordination meetings held by WRS Services Ltd and will liaise with all other contractors to ensure all work can be carried out in a safe manner.
6. He will highlight any unsafe conditions or actions and will inform the LNT Construction site management team.
7. Tool box talks will be given weekly however any relevant training will be given as required.
8. Off site point of contact is Mr A. J Bilbao who will be in direct contact with the WRS Services Ltd site manager at regular intervals during the project.

17.0 Environmental Considerations

Site environmental considerations must be adhered to at all times. All due care must be taken during working hours to keep to a minimum noise pollution, traffic congestion.

1. Under no circumstances must any waste materials, fuels or any other contaminate be allowed to enter the drainage system. Clean out of skips and wagons will only be permitted in accordance with WRS Services Ltd procedures for controlling spillage and disposal waste. Plant and equipment will be cleaned out at the end of each shift by the competent operator and disposed of into the waste skips provided. All waste will be segregated prior to placement into skips.
2. All insulation and package materials must be kept from entering drainage systems.
3. These include general waste, timber, waste plastics and cardboard etc. and special waste.
4. Noise will be kept to a minimum whilst on site.
5. Foul and abuse language will not be tolerated and operatives found using such language or gestures will be removed from site immediately.
6. Fires will not be allowed on site and any burning of materials is strictly prohibited
7. Waste material skips will be fully sheeted when leaving site at all times.
8. Notification of all works to be undertaken complete with relevant contact details will be submitted to all local residents.

18.0 Protection of the Public

WRS Services Ltd traffic must be kept to a minimum and local traffic around the perimeter of the site must be treated with care - road safety is paramount. Fencing provided by WRS Services Ltd must not be removed unless specific authority has been given and must be replaced immediately after completion of the task required.

Gates will be locked when site is left unattended and at the close of each day.

19.0 Waste Disposal Arrangements

1. WRS Services Ltd will remove all accumulated waste and special waste to an authorised waste recycling site.
2. Waste Transfer notes will be kept within the Site Waste Management Plan (SWMP) to be strictly adhered to at all times.

20.0 Fire and Emergency Procedures

1. The fire and emergency plan and procedures given at the site induction will be strictly adhered to during the project and all site operatives will adhere to the information given.

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2. Under no circumstances must any appliance or alarm for the use in the event of an emergency be tampered with and any abuse of such equipment will result in the offender being removed from site permanently.
3. When any alarm is sounded the operatives must observe the evacuation criteria and will down tools and make their way to the nearest assembly point for the site head count and will not return to the workface until the all clear has been given by the site management emergency co-ordinator.

21.0 Review of Method Statement

The WRS Services Ltd site manager responsible for the works will ensure that the work area has been inspected and is free from risk of injury or that suitable and sufficient measures have been taken to comply with current health and safety legislation prior to any work being undertaken.

This method statement will only be amended by the WRS Services Ltd site manager and authorised in agreement with WRS Services Ltd senior management, any such amendments will be recorded and further instruction given to each operative of the amendments.

All operatives and visitors will attend induction training and receive the method statement explanation. Operatives will be given the risk, COSHH, noise and PPE assessments where applicable.

Method statements and all the above-mentioned assessments will be closely monitored for compliance and where a safer alternative to the system of work can be improved, the method statement will be amended accordingly and the agreed system adopted.

The company will encourage any new initiatives to a safer system of work by consultation with the work force, Supervisors and Managers for continuous improvement.

Control Measures to Reduce Risks: Risk Control Systems (RCS) and Workplace Precautions (WP)

Risk Control Systems in operation: Daily / Weekly inspections, Audits, Reviews, Safety Checks, Recording and Monitoring, Site Safety Tours in line with our standard operating procedures manual. **Workplace Precautions in operation:** Safety Signs, Barriers to prevent site operatives contact with plant, Fixed Fencing, Guards, Protective Equipment, Personal Protective Clothing, Overall Prevention Policies, Training, Toolbox Talks, Site Inductions, Risk Assessments and Method Statements. **Working at Height:** The hierarchy of control for working at height will be followed and we expect all operatives to adopt these requirements also, namely:

- **Avoid working at height wherever possible.**
- **Use work equipment or other measures to prevent falls where we cannot avoid working at height.**
- **Where we cannot eliminate the risk of fall use work equipment or other measures to minimise the distance and consequences of a fall should a fall occur i.e. harnesses, lanyards, inertia reels this also applies to operatives if required to work from boom type MEWP.**

Other Precautions: All Electrical Tools used will be PAT tested, inspected and recorded. Noise assessments will be carried out where applicable. The vibrating tools selected for use will not exceed the Meter per second calculation with personal exposure above 8hrs.

Manual handling assessments to be completed were practical all loads above 25kgs will be carried by 2 operatives or mechanical transported. Permit to work systems were applicable will be operated through our standard operating procedure which will be contained in our site safety file on site all hot work will have a 40 min cool down period See also permit to work within the standard operating procedures manual. Waste will be controlled by on site supervision materials where practical will be separated.

22.0 Residual Risk Rating	Hazards:	Probability	Severity	Risk
Those risks remaining after the introduction of the above control procedures;	❑ Falls of materials from height (Physical)	1	3	3
	❑ Collapse of Gable Ends (Physical)	2	3	6
	❑ Fall of persons at Height (Physical)	1	3	3
	❑ Over Turn of Heavy Plant (Physical)	1	5	5

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❑ Man riding cage fall from forks (Physical)	1	5	5
❑ Contact with overhead and underground existing services (Physical)	1	5	5
❑ Plant contact with members of public (Physical)	1	5	5
❑ Plant contact with other vehicles on public highway (Physical)	1	5	5
❑ Plant contact with operatives within site boundary (Physical)	1	5	5
❑ Hazardous Substances (Chemical)	1	3	3
❑ Noise above 1st and 2nd Action levels 80dBA and 85 dBA(Physical)	2	2	4
❑ Manual Handling (Physical) (Ergonomic)	1	2	2
❑ Slips, trips and falls (Physical)	2	3	6
❑ Contact with other Mobile Plant(Physical)	1	5	5
❑ Rats and other pests (Biological)	1	3	3
❑ Poor Housekeeping(Physical)	2	3	6
❑ Vibration (Ergonomic, Physical)	1	3	3
❑ Environmental Impact (Biological, Chemical and Physical)	2	3	6

Persons at Risk	**Probability**		**Severity**		**5**	**4**	**3**	**2**	**1**	8-25 Not Acceptable	
					L	Pr	Po	R	I		
P – Public	Likely (L) 5		5	F	25	20	15	10	5		
E - Employee	Probable (Pr) 4		4	Ma	20	16	12	8	4		1-6
C – Contractor	Possible (Po) 3		3	>3	15	12	9	6	3		Acceptable
V – Visitor	Remote (R) 2		2	Mi	10	8	6	4	2		
	Improbable (I) 1		1	No	5	4	3	2	1		

23.0 Emergency Contacts	**Name**	**Contact Number**
Site Manager	Andrew Stredder SSSTS	0787 4284425
Safety and Environment Advisor	A.J. Bilbao	0741 1125445
Out of Hours/24 hr Emergency Number	A.J. Bilbao	0741 1125445

23.0 Revision of Method Statement Details
Section 1.0
Section 2.0
Section 3.0
Section4.0
Section 5.0
Section 6.0
Section 7.0
Section 8.0
Section 9.0
Section 10.0
Section 11.0
Section 12.0
Section 13.0
Section 14.0
Section 15.0
Section 16.0
Section 17.0
Section 18.0
Section 19.0
Section 20.0
Section 21.0
Section 22.0

Revision Authorised By	**Name T Bilbao**	**Signature** 

Principal Contractor	**Name**	**Signature**

Date of Revision		

Risk Assessment / Method Statement Register		
Date	**Names**	**Signature(s):**