



METHOD STATEMENT

Demolition of a former house

**4 Newcastle Road
Leek
ST13 5RN**

Completed by	Ryan Lowes
Checked by	William Crooks MIDE
Date Prepared	23/09/21
Start date	TBC
Client	Clowes Developments
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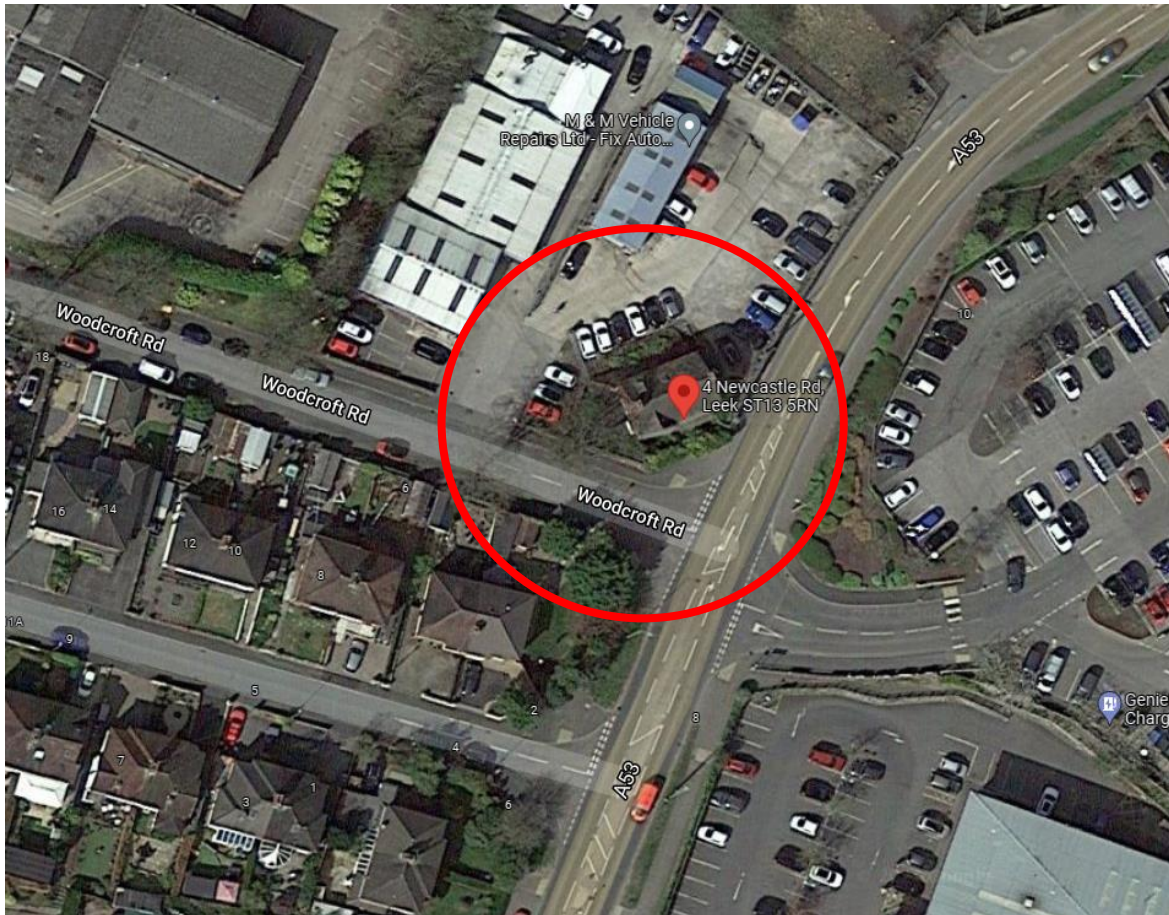


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1. PREAMBLE & GENERAL DESCRIPTION OF THE WORKS

Project Introduction



Cawarden Co Ltd has been awarded the contract to undertake the following works:
Demolition and associated works. The works include the demolition of the former house within the site area as detailed on the demolition plan. All slabs and foundations will be raised and removed from site

- Removal of asbestos following on from the demolition survey
- Hand demolition to reduce the building height

Cawarden shall complete the works as the principle contractor until the site can be handed back over to the client.

On completion of demolition and clearance the Demolition site Manager will meet with the client to ensure all works have been satisfactory undertaken and a project completion form completed.

Job Name: 4 Newcastle Road, Leek
Document Number: N/A

The Site Manager is:
Contact Information:
Email:

The Contracts Manager is: Sam Crooks
Contact information: 07973320720
Email: s.crooks@cawarden

Scope of this Method Statement

This safety method statement describes the safe systems of work needed to carry out the following tasks on site to the project scope area (Newcastle Road – Leek.)

	Tasks to be carried out
1	Site set up & enabling work
2	Soft strip, structural demolition and processing of materials
3	Take up Slab, footings and remove from site

Prior to starting any work, all demolition personnel are to read/be briefed in this method statement with supporting risk and COSHH assessments and sign onto the method statement acknowledgement page once all requirements have been fully understood and accepted. Should a particular area not be understood or accepted, speak to the Site Manager/Supervisor.

Site Managers/Supervisors are permitted to make amendments to the method statement document, once authorisation has been obtained from a member of senior management. Amendments are recorded to the rear of this method statement.

Health & Safety Information, Instruction & Consultation

Induction: All personnel wanting access to site (including visitors) are to receive a site-specific safety induction where all site rules, procedures and stipulations will be discussed. The induction will be provided by the Site Manager/Supervisor or his designated representative. Upon completion of the induction, all personnel must sign into the register confirming they understand and will follow all requirements. All visitors are to be escorted whilst on site.

Site Register: A site register will be maintained for all persons coming onto site. The site register will be held in the site office/canteen. All persons will be expected to sign in upon arrival and sign out when leaving the site.

Permits: All specialist work activities (including subcontractors) will be controlled by use of a permit to work system. The permit to work will be completed and issued by the Site Manager/Supervisor and 'signed onto' by the foreman/chargehand before starting the task. The permit will detail all requirements and stipulations for the safe of the operation of the task and must be 'signed off' at the end of the day or upon completion of the task.

Daily Team Briefings: The Site Manager/Supervisor will issue daily work briefings to the entire team (including subcontractors) where tasks, work locations, associated risks and controls will be discussed. All operatives involved will be asked to sign onto the daily work briefing task sheet.

Toolbox Talk: Toolbox talks will be provided to the work team (including subcontractors) by the Site Manager/Supervisor. They will be provided on at least a weekly basis and will cover a specific task/activity or issue relevant at the time.

Access & Egress

Vehicles

Access to the CDM compound will be off Woodcroft Road, the site compound will be situated within the yard adjacent to the works.

All deliveries and departures from site will be via Woodcroft Road. The gated entrance to site compound will be locked at all times and the controlled by Cawarden. The site cabins will be set up providing clear access to the site entrance.

All vehicles coming onto site will notify the site manager in advance so that arrangements can be made to open the gate. Vehicles will adhere to all site traffic management rules and stipulations when moving on site. All vehicles to report to the site office and be under banksman assistance.

Pedestrians

All pedestrians on site will follow the pedestrian walk routes and thoroughfares. Clear demarcation will be established. Information to be on display on the traffic management plan which will be placed on the site noticeboard in the canteen. All works will be segregated by a hoarding system and controlled by banks men.

Welfare

Cawarden will supply welfare for all operatives on site. Welfare to be located within the rear compound. Welfare compound to be the site muster point location. Fire point to be located adjacent to the welfare compound. Accident book and first aid medical kit to be located inside the site managers office.

Public Protection

Heras fencing shall be erected to the site boundary to ensure no unauthorised access to the site can be gained. Danger Demolition signage shall be installed at intervals along the fence-line to ensure the public is aware of the works and dangers of unauthorised access to site.

During the course of the works any vehicle movements will be under banksmen control due to live commercial buildings.

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Additional measures such as hand demolition techniques will be utilized to reduce the height of the building.

Services

Gas, electric, BT and water supplies will be disconnected prior to the works. This will be controlled by way of hold points for the site manager to sign once: -

- Physical disconnection of service supplies has been witnessed *and/or*
- Client / stats providers have confirmed by email or provided disconnection certificates to confirm disconnections *and/or*
- Independent contractors have been brought in and confirmed disconnections have taken place

Hold Point (to sign)

	Cawarden Site Manager to sign when isolated	Date	Comments
Gas			
Electric			
Water			
BT			

Asbestos Containing Materials

Refurbishment and demolition asbestos containing materials survey will be carried out to the building and out buildings on site. Copies of all asbestos survey reports are to be kept on site inside the site managers office. Surveys carried out can be identified below: -

Location	Report Reference	Date
TBC		

Additional RAMs will be created should any asbestos be present within the survey.

Should any additional asbestos be found the following measures will be followed:

- Stop work immediately
- Inform the Site Manager/Supervisor
- Make the area safe; secure doors; place signs on doors
- If asbestos has been disturbed externally; Don type 5/6 disposable coveralls, p3 filtered half mask and use a polythene sheet to cover the disturbed asbestos. Weight down at the ends and corners.
- Site Manager/Supervisor to notify Senior Management
- Make arrangements to have the material sampled and tested by trained persons
- Keep out the area until remedial actions have taken place and the area confirmed safe

Noise & Dust from Demolition Work

Noise

Noise emissions will be reviewed on a day to day basis by the Cawarden site manager. Peripheral noise will be monitored and the following course of action taken: -

- All work to be undertaken in accordance with time restrictions and stipulations stated within the planning conditions and section 81 demolition notice. No use of demolition plant outside of these times.
- Perimeter building walls will be maintained for as long as possible to create an acoustic buffer to nearby properties
- Demolition plant and machinery to be inspected on a day to day basis and findings reported to the site manager. Where maintenance is needed, the site manager will notify the company fitter to visit site and make repairs.
- Stockpile of demolition material to be placed at suitable agreed locations to act as an acoustic buffer to nearby properties.

Dust

Dust emissions will be reviewed on a day to day basis by the Cawarden site manager. The following courses of action will be taken: -

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- Dust suppression whilst demolishing the former house and out buildings in the form of pressure washer bowser/moto fog
- Demolition material stockpiles will be kept damp especially during any dry spells of weather
- Haul roads will be kept damp using the site water supply

Overall Project Schedule**Work programme:**

- Start date: TBC
- Completion date: As per program
- Duration: 3-4 weeks

Day Hours of work will be:

- Monday-Friday: 0730-1630 (Noisy works to be carried out after 8am)
- Saturday: n/a
- Sunday: n/a
- Breaks to be confirmed on site by the Site Manager

A full schedule of work will be on site and used by the site manager to plan work activities.

Personnel Requirement

The following personal resources will be used: -

- 1 x Demolition Site Manager (SSSTS/SMSTS or CCDO qualified)
- 4 x Demolition Operatives (CCDO/CSCS & Asbestos Awareness qualified)
- 1 x Demolition Plant Operators

Copies of all training documents are to be kept within the site office for inspection. The training matrix will be kept on site and used to plan work activities.

Equipment Required

The following equipment will be used: -

- 1 x demolition machines/excavators with attachments
- Crowd Barrier / heras fencing
- Signage
- Selection of fire extinguishers – water, co2, foam and dry powder
- Warning air horns
- Selection of hand tools – bars, hammers, mattocks, recip saws
- Wheelbarrows & trolleys
- Cherry picker
- Telescopic handler

All tools, equipment and machinery to be used will have in date testing and this will be on site within the site managers office.

A daily pre use inspection will be carried out by the user of the tool, equipment and machinery and recorded on Cawarden inspection form.

Personal Protective Equipment

The following PPE will be worn: -

- Hard hat
- Safety boots (non rigger)
- Hi visibility jacket/vest
- Safety gloves
- Safety glasses

All PPE will be obtained from the site manager and recorded in the site PPE acknowledgement form.

All operatives are to use and store PPE as instructed and trained.

Soft Strip works

- Following the implementation of the necessary control measures, the careful soft strip out of the bungalow will commence.
- Prior to commencement of any works, written confirmation will be obtained stating that all electrical services have been terminated. Any services (water, gas, sprinklers, communications etc.) that cannot be terminated will be clearly marked by the client before works can begin.
- Operatives will be required to wear the following P.P.E for the soft strip out.

Gloves

Hard Hat

Safety boots

Safety glasses

High vis-vest

Dust mask if required

- The soft strip out will be done the following tools:
Crow Bars and Hammer

Reciprocating saws

Abrasive wheels

Podiums and Tower scaffolds

Battery power Tools

- Operatives will progress through the buildings in a systematic manner following the plan. The following items shall be removed where appropriate.(see demolition drawings for details)

- **Glass Windows or Coverings**
- **Fluorescent tubes**
- **Shelving Fixtures and Fittings**
- **Loose Materials**
- **Carpets/Vinyl**
- **Stud Walls and partitions**
- **Ceilings**
- **Doors**

- Any Glass windows or coverings will be removed from the original fixing hole. If this is not possible the operatives will tape up the glass area and continue to smash the glasses out without it falling apart. All operatives will wear suitable PPE for the task in hand.

- Fluorescent tubing will be found in lighting products and will be removed by hand before any of the ceilings or fixing have been removed,. The tubes will then be put into coffins or stockpiled safe locked place until the correct disposal is possible.

- Any fixture, fitting or shelving will be removed with crow bars or hammers. The operatives will prise the materials from the area it is fixed to until it comes off once the material is off it will be stacked tidy until an operative removes it.

- Loose Materials e.g. table, chairs and household objects will be removed by the operatives separating and steel from the wood or waste. Any small loose items will be bagged up by the operative and tied. Some object might have to be cut up to a smaller size to be removed.

- Any carpets will be cut into strips to reduce manual handling and then pulled up by the operative and rolled up if possible. Wooden floor are to be removed by the operatives using crow bars prising up the nails until the floor is complete.

Carpet tiles and vinyl floor tiles are to be prised up by using bars and scrapers, and then stacked in tidy piles ready for the operatives to load away in trolleys.

- Any stud wall is to be removed by the operatives using hand held tools e.g crow bars, and hammers. The stud walls are to be dismantled by removing the plaster wall first prising it from the steel or wooden frame. Once the plaster has been removed the steel or wooden frame will be knocked out by hammers knocking the uprights out first and prising the nailed or screw framed out after.
- The ceilings will be taken down by an operative working from the safety of a podium. Any operative carrying out this task will wear a 'face fit' mask because there has been a significant build-up of dust located on ceiling materials. Ceiling tiles will be removed first from the podiums and stacked into trollies and removed. Once the ceiling tiles have been removed using croppers or snips the operatives will cut the steel framed ceiling down in tidy piles.
- Door frames and skirting will to be removed by operatives using crow bars and hammers. The items are to be gradually prised from their place of fixing, any obtrusions and nails are to be removed or hammered over with all resultant materials then being transported for disposal. Doors will be removed by operatives stripping off the door furniture, prising the door from its hinges again utilising crow bars and mattocks, doors will then be either downsized or carried whole to the skips.
- All materials will be transferred directly into skip bins provided. Waste will not be stored within the buildings as this could cause a fire risk.
- Some materials may need cutting up to fit in the skips this will be done an area on the floor level by saw or Abrasive wheels.
- A waste route shall be erected by Cawarden; this shall be followed at all times.
- Operatives will use two methods for the removal of waste.
- The first method of removal shall be transportation via waste trollies.
- Operatives shall load the waste from strip out process into trollies and manoeuvre the trollies towards the routes provided.
- The operatives will then use the trollies to get to the skips provided and load them into the skips.
- The second method of removal shall be by the use of a telescopic handler.
- The telehandler will position the bucket to the designated area or window on site.

- Once in position operatives will load the waste materials from the strip out works into the bucket of the telehandler.
- Once the bucket has been loaded the telehandler will manoeuvre the materials and place into the designated skip.
- This shall be used for each area throughout the project unless otherwise changed.
- All skips will be labelled to stop the mixing of waste. This will increase the quantity of the waste recycled.
- The working area is to be kept as clear as possible to prevent trips and falls.

Cawarden SM to sign to confirm walkway are being kept clean

- Operatives to wear gloves at all times to prevent cuts to hands.
- This process will continue until all rooms have been stripped ready for safe and tidy demolition.
- Operatives to read and understand manual handling risk assessment prior to works.
- Cawarden's Site Manager will make map of the routes the operatives will need to use when moving materials out of the building once on site.

2. STRUCTURAL DEMOLITION

Pre-requisites

- Permit to work to be issued confirming services isolated
- Demolition exclusion zone to be erected and appropriate signage displayed.

General Demolition Principles

- Make a final inspection of the building, making sure no person or tool/equipment/machinery are inside prior to mechanical demolition work commencing. Inspect the peripheral boundary daily, before first starting work and prior to leaving site on completion of the shift.
- Demolition plant operator is to be trained in accordance with industry standards (NDTG)
- Demolition machine to be working within its safe operating capabilities. Machine handbook to be kept inside the machine cab. Work will be carried out within the machine's safe operating reach.

- Demolition machine to operate on a flat, firm and compact surface at all times. Prior checks to be carried out to make sure there are no tunnels, voids or basements.
- 2-way radio communications to be maintained throughout demolition between the machine operator, site manager and banksman. Banksman to be placed at strategic points during all demolition work.
- Structural integrity of the building will be maintained at all times. Demolition to be carried out methodically in a bay by bay sequence, working back to the next primary structural supports.

Method of Work

By hand -

- Before any works commence operatives will be briefed on a MEWP rescue plan. This will then be signed up to in the form of a tool box talk.
- Next operatives will position the MEWP accordingly to the work area.
- Using hand tools and recip saws operatives can remove the roof sections from the MEWP.
- Long lengths of timber will be passed down and not thrown into the drop zone or placed into the excavator's grab
- All slates and lats will also be placed into the drop zone with the building.
- When materials are starting to build up in the drop zone, the excavator shall clear it and place materials into the relevant skips provided.
- During this time no work is to be carried out on the roof and all works to have been left safe and secure.
- At no given time can operatives work on the roof beyond the MEWP.
- Operatives can also work from the MEWP to reduce the external gable ends and chimneys. This process will be carried out using hand tools.
- The wall will be reduced course by course by the use of hand held breakers or sledge hammers and placed into the drop zone within the building.
- This operation will continue until the brick work has been reduced to the required level.
- All materials will be transferred directly into skip bins provided. Waste will not be stored within the buildings as this could cause a fire risk.
- A waste route shall be erected by Cawarden, this shall be followed at all times.

- The method of removal shall be the creation of designated drop/exclusion zones.
- The drop zone shall be fully secure using double clipped heras fencing and signs stating 'No Entry Drop Zone'. (See below typical drop zone diagram)



- Drop zone shall be decided by Cawarden's SM. Once discussed with Cawarden Management.
- All skips will be labelled to stop the mixing of waste. This will increase the quantity of the waste recycled.
- The working area is to be kept as clear as possible to prevent trips and falls.
- Operatives to wear gloves at all times to prevent cuts to hands.
- Operatives to read and understand manual handling risk assessment prior to works.

Mechanical Demolition -

- Before demolition starts the Site Manager will check the building and the boundary of the works for unauthorized entry.
- The plant operator shall position the plant accordingly to ensure safety.
- It is important that the machine is in the correct position to the work face.

- The correct position should be maintained so the angle of the boom is limited in accordance with manufacturer's instructions to ensure safe operation and stability of excavator.
- The site supervisor shall identify the drop zone and exclusion zone around the building.
- All works will be controlled using 2 way radios and a Cawarden banksman employed around the works beyond the exclusion zone also acting as a watching brief.
- Throughout the demolition process dust suppressant shall be used when deemed necessary.
- Using remote techniques, the demolition excavator starting from the highest point will progressively demolish the building.
- The excavator will use grab attachments to dismantle sections of the roof and place into a buffer zone for processing. .
- Once a section of roof is removed the brickwork walls will be demolished to a reduced level into the drop/exclusion zone. Hardcore will then be moved out of the area into a stockpile zone.
- Small pieces of waste material will be removed by the excavator fitted with a grab this will prevent any operative entering the exclusion zone during remote demolition.
- Once the walls have been demolished the floor below will be demolished using suitable attachments again will materials being allowed to fall into the exclusion/drop zone below ready for processing into the buffer zone.
- This process will be carried out systemically a bay or a box section at a time making sure the structural stability is retained throughout the demolition.
- Steel work will be cut using the shear attachment on the excavator.
- This and other materials will be placed into the buffer zone and processed into manageable pieces and disposed of into the relevant waste containers by the excavators.
- Any Brick/concrete work will be progressively demolished starting from the highest point.
- All material will fall into the drop zone (foot print of the building) this will then be moved and processed at a later date once the building is safely at ground level.
- All other waste materials from the demolition shall be separated by the excavators fitted with a grab.
- All other materials will be placed into relevant skips by the excavator for disposal.
- The demolition will be a bay at a time and will be left at the start of the next bay to ensure its stability overnight and incase of adverse weather conditions.

- The bay or box profile process always leaves the remaining building in a box section therefore maintaining its structural strength.
- This operation will continue through the building until we reach the front elevation; the important part of this method is to ensure the bay being demolished is complete before the next bay is started.
- Once the building has two bays left standing the final demolition must be completed by the end of the working day to ensure stability of the building, therefore the site manager will only start the last phase when there is time to complete it during that shift.
- The stability and the method of demolition will be assessed visually by the site manager once the first bay has been demolished and throughout the process.
- All floors within the buildings will need to be visually checked and any ducts or voids will be collapsed and filled as the excavators proceed through the buildings.
- This will be done by the excavator operator, he will place his bucket on the slab in front of him to ensure the slab doesn't collapse before proceeding through the building
- All works close to adjacent properties will be timed to ensure the minimization of any disruption.

3. FLOOR SLABS AND FOOTINGS

Pre-requisites

- Work to be carried out under permit to dig
- CAT/genny cable avoidance equipment will be used to scan the floor slab making sure there are no rogue live cables prior to digging
- Trained plant operators at all times
- Safe exclusion zones to be established around the work areas

Method of Work – Removal of slab and footings.

- Before any breaking of the ground a permit to dig will be put in place and the ground CAT scanned for any unidentified services.
- Once an area of buildings have been demolished this area can be segregated and other excavators fitted with ripper teeth and breakers can then begin to rip out the slabs, footings and hard standings.
- Excavators will pre-weaken the thicker floor slabs by breaking holes in the slab every meter across the surface.
- Once an area is complete the attachment will be changed to a bucket or ripper and the slabs will be pulled clear and stockpiled.

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- Once the slabs are removed the footings can then be dug and hammered out using buckets and breakers on the excavators ,stockpiled ready for removal.
- Any rubbish and vegetation will be removed by the use of a grab and bucket attachment and loaded into the relevant skips.
- Next 8 wheeler lorries will arrive to site, once on site the excavator will load the hardcore materials onto the lorry.
- This process will continue until all the hardcore material has been removed from site.

4. SITE-SPECIFIC ASSESSMENTS

Number	Hazard	Harm	Who is at Harm	Likelihood	Severity	Risk Rating	Controls	End Risk Rating
1	Use of plant, equipment & machinery on site	Interface with demolition operatives resulting in major injuries & death	Operatives	3	4	12	- Trained plant operatives to be used - Segregate work area using heras fencing - Signage to be installed to heras fencing - Banksman control	4
2	Traffic movements onto site	Site traffic striking pedestrians causing major injuries	Pedestrians	2	4	8	- Delivery of large plant to be arranged outside of peak traffic hours - Banksman to be positioned at safe points and wearing hi-visibility garments	4
3	Hand tools	Repetitive strain injuries	Operatives	2	2	4	- Job share/rotation - Pre-use inspection and checks by operative - Use mechanical tools where possible	2
4	Manual handling heras fence panels	Manual handling related injuries. Repetitive strain injuries	Operatives	4	2	8	- Trained operatives - Use team lifting methods - Break loads down into smaller loads - Use excavator to move loads and limit manual handling - Heras fencing to be delivered as close to area as possible	2

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5	Slips, trips and falls	Bangs, knocks, cuts and bruises	Operatives	3	2	6	- Access/egress routes to work areas to be kept clear at all times - Waste arisings to be moved to skip or designated stockpile point as soon as possible - Assess lighting levels and make sure they are sufficient	2
6	Demolition machine / excavator operating on site	Crushing, trapping, knocking over pedestrians and collisions with other site traffic, telehandler operator injuries	Operatives	3	4	12	- Trained demolition machine operator at all times - Demolition machine to be fitted with protective front steel cage - Localised barriers/heras fencing to segregate working machine - Banksman control - Demolition machine to have in date 12 monthly inspection and be inspected daily prior to first use by the operator - Demolition machine to be kept well maintained	4
7	Flying concrete, bricks, debris arising from demolition operations	Concrete, bricks, debris striking persons nearby causing major impact, crush injuries. Dust from demolition work	Operatives, pedestrians, and workers	3	3	9	- Maintain a safe exclusion zone around demolition work - Fence, barrier and sign peripheral areas - Banks person positioned at suitable vantage points - Water supply to suppress airborne dust - Maintain perimeter walls to contain dust	3
8	People/plant interface	Crushing, trapping, knocking over pedestrians and collisions with other site traffic	Operatives, pedestrians, and workers	3	3	9	- Demolition exclusion zone - Traffic management plan - Banks men	3

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9	Unstable / premature collapse of structure	Parts of structure collapsing in an uncontrolled manner onto plant and pedestrians nearby causing death and major damage	Operatives, pedestrians, and general public	1	4	4	- Demolition work to be carried out following an approved safe method of work - Trained and experienced demolition machine operator - Maintain a safe exclusion zone around demolition work - Ensure the demolition area is left safe prior to leaving each night	4
10	Asbestos removal	Asbestosis, lung cancer and mesothelioma	Operatives	1	4	4	- R&D asbestos survey reports for buildings to be on site - PPE, RPE and face fit - Decontamination area to be set up - CAT B qualified operative - ASB1 notification to be put in place.	4
11	Site services – gas, electric, water, telecoms	Coming into contact with live services resulting in fire, explosion, electrocution, property damage and disruption	Operatives	2	5	10	- Ensure services into buildings have been isolated & client has provided confirmation certification - Information to be included in method statement STOP POINTS - CAT/genny scan floor slabs prior to any excavation work	5
12	Use of mechanical hand tools and equipment	Noise and vibration related illnesses	Operatives	3	2	6	- Ear plugs/defenders to be worn - Area to be an ear protection zone - Segregate access to the area - HAVS trigger times to be managed in accordance with the tool specifications - Job rotation - Record all personal trigger time exposures on Cawarden forms - Keep chisels and points well maintained for maximum efficiency	2

MAKE SURE YOU SIGN!!!



All operatives are to sign to confirm they have read and understand this Method Statement and accompanying Risk Assessment. Any operatives who are unsure of any items should seek further explanation or guidance from management.

All operatives to sign this form after reading and understanding the Method Statement and Risk Assessments attached.

[illegible]

5. AMENDMENT TO METHOD STATEMENT

Amendment Reference Number: 1	Details of Amendment:		
Name of person completing amendment:	Position:	Date:	
Amendment authorised by:	Position:	Date:	
SIGNED	SIGNED	SIGNED	

Amendment Reference Number: 2	Details of Amendment:		
Name of person completing amendment:	Position:	Date:	
Amendment authorised by:	Position:	Date:	
SIGNED	SIGNED	SIGNED	



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