



Method Statement & Risk Assessments

Health & Safety Advisor: Emily Chadwick

Demolition & Removal of Bungalow
Gorsleydale, Cheddleton Heath Road, Leek

Steve Carding

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Client/Contractor Details & Location Details

This statement has been compiled by Mr. Graham Chadwick, Managing Director of Baskerville Reclamation Ltd. Cobridge Ind Est, Milburn Road, Cobridge, Stoke-on-Trent. ST6 2PL. Tel: 01782 219455 Fax: 01782 263666.

Client Name:	Steve Carding
Principal Contractor:	Steve Carding
Description of Works:	Demolition and Removal of Bungalow
Site Location:	Gorsleydale, Cheddleton Heath Road, Leek, ST13 7DX
Baskervilles Site Manager:	Graham Chadwick Mobile: 07977 505516
Baskervilles Health & Safety Advisor:	Emily Chadwick Mobile: 07453 973221
Approx. On-site Operatives:	4 persons

Start Date & Timeframes

Start Date:	TBC
Daily Working Hours:	8am till 4.30pm
Expected Duration:	2-3 Weeks

PPE Required

- Gloves
- Safety Glasses/Goggles (EN166)
- Class 2 Safety Boots (EN ISO 2045)
- Hi-Vis Vests (EN471)
- Coveralls (EN ISO 13982)
- PP3 Dust Masks (EN149)
- Hard Hats (EN397)
- Ear Plugs/Defenders

Special Considerations:

N/A

Specialised Work Equipment / Access Systems

Scaffolding

Security

Baskervilles to secure at the end of each working day.

Welfare Facilities

Supplied by the Baskervilles. Toilets supplied by client.

Maintaining good health and wellbeing of operatives during global health pandemics

- Follow up to date guidance as advised by the government and local health advisors.
- Follow the site set procedures as discussed in your site introduction.
- Keep high house keeping standards wiping down the welfare facilities before and after use.
- Wash hands frequently with soap and water
- Should an operative feel unwell, site supervisor should be made aware. Appropriate steps should then be taken seeking advice from the Health and Safety advisor or the site manager.
- Operatives are responsible for their own health whilst on site and should make every opportunity to prevent the spread of viruses.

Emergency Procedures

If Emergency Action Needs to be taken

Stop Work immediately

If safe to do so, remove all personnel from the danger area

Operatives to report to the Muster Point

Site Supervisor to give further instructions

If necessary, call the emergency services

When it is safe call the Managing Director who will contact the Client

Nearest A&E

Accident and Emergency Department

Royal Stoke Hospital of North Staffordshire

Newcastle Rd,

Stoke-on-Trent

ST4 6QG

Tel: 01782 715444

Muster Point and Fire Safety Plan

To be arranged at site induction

Method Statement & Sequence of operations

Prior to works commencing:

1. A full induction and toolbox talk will be given by the site supervisor.
2. All operatives will read and sign this RAMS to confirm that they are aware of and understand all methods and risks.
3. The working area will be isolated using signage and a pedestrian barrier. The signage will be erected, to inform factory workers of the restricted area.
4. All services will be checked prior to any works commencing. Written confirmation of disconnection will be required, from the client.
5. All procedures to prevent the spread of Covid-19, will be adhered to, as stated in the attached Method Statement Controls and Risk Assessment

Demolition & Removal of the Bungalow

1. An internal soft strip of the property will be completed using hand tools and 110V tools. All loose and fixed fittings will be removed such as furniture, doors, windows, cabinets, carpets, lights, sanitary ware. Items removed will be taken off site to a suitable transfer station.
2. Scaffolding will be erected so that the roof tiles can be removed, lowered to the ground, loaded onto suitable vehicles and removed from site.
3. Mechanical demolition of the building will then take place, all materials left will be separated and placed into suitable skips ready for removal from site.
4. The floor slab and footings will be removed to a depth of 500mm.
5. All the masonry arising from demolition will be placed into a stockpile ready for reuse by other as instructed.
6. All Materials arising from the demolition works that are not required to remain will be removed from site.

At the end of each working day, the working area will be inspected to ensure that the site is as safe and secure as possible.

Regulations

All works will be carried out in line with BS6187:2000 all associated legislation including ACOPS, and guidance as published by the HSE and the Environment Agency.

- | | | |
|------------------------------------|--|----------------------------|
| • Health & Safety at Work Act 1974 | • BS 6187:2011 Code of practice for demolition | • First Aid at Work |
| • CDM regulations 2015 | • The Manual Handling regulations | • PPE at works regulations |

Prepared By: **Graham Chadwick**

Signed:

A handwritten signature in black ink, appearing to read "Graham Chadwick".

Date: 17th November 2022

Monitoring to be done by: Graham Chadwick

Risk Assessment

Project: Demolition and Removal of Bungalow

Site Location: Gorsleydale, Cheddleton Heath Road, Leek, ST13 7DX

Assessed by: Miss E Chadwick (Health and Safety Advisor) & Mr G Chadwick (Managing Director)

Date: 17th November 2022

Assessment Key

Severity (S)	5	Fatality Single or multiple fatalities. Closure of business required to facilitate recovery with associated financial loss and potentially irrecoverable damage to reputation of institution.	5	10	15	20	25
	4	Severe Permanent or life changing injuries sustained. Damage to property or equipment requires cancellation of event with severe financial loss and major reputational damage.	4	8	12	16	20
	3	Major Injury sustained which requires medical treatment and inability to continue with work/activity for more than 7 days (RIDDOR). Event severely disrupted with moderate financial loss and some reputational damage.	3	6	9	12	15
	2	Minor Injury sustained which requires treatment by first aider and causes inability to continue with work/activity for less than 3 days. Some disruption to the event experienced with minor financial loss/damage.	2	4	6	8	10
	1	Negligible Very minor injury requiring local First Aid on-site with individual able to return to work/activity immediately (e.g., small cut/abrasion). Incident requires minimal interruption to event and no financial loss/damage.	1	2	3	4	5
			Very Unlikely	Unlikely	Occasional	Likely	Very Likely
			1	2	3	4	5
			Likelihood (L)				

Risk Rating (R)

Low: 1 - 4

Medium: 5 - 9

Moderate: 10 - 12

High: 15-25

Hazard	Who is at risk	Consequence	Risk without controls			Control Measures to reduce the risk	Risk with controls		
			L	S	R		L	S	R
1. Unauthorised access	General Public	Slips, Trips, and Falls.	5	5	25	- Perimeter hoarding to be maintained - Site entrance gates to be kept closed when not in use - Banksman present to open/close gates when assisting with vehicle movements. - Erect warning sites - Members of the public, site visitors, and operatives report to the site office. - Visitors and Operatives to sign in and out at every visit. - Site inductions done for visitors and operatives	1	5	5
2. Utility Services	Site personnel and general public	Death Injury to persons Explosion Damage to plant and equipment	5	5	25	- It is the responsibility of the client to ensure that all utility services are disconnected and removed from site, prior to any works being carried out. - No works will be started without written confirmation that services are disconnected. - If no written confirmation can be found, services must be disconnected by qualified engineers (at the cost of the client). - Where excavation below ground level is required, the area will need to be scanned prior to works commencing	2	2	4
3. Movement of Traffic	Site Personnel & General Public	Injury to persons Damage to plant, vehicles, or property Contact with overhead power lines	5	4	20	- All vehicle movements on site are to follow the traffic management plan which will be supplied by the client. - Access for vehicles to site to be kept clear at all times. 5mph speed limit to be imposed on site - Inspection of site for overhead power cables, if present identify and mark accordingly, (if power use the goal post identification system) - All reversing of vehicles is to be carried out within the confines of the site - All plant and equipment is to have forward and reverse sound sirens to warn operatives of moving equipment. - The working area of plant is to be segregated during works, to stop unauthorised entry.	2	2	4
4. Demolition/ Refurbishment Survey	Site personnel General public	Exposure to asbestos causing; Mesothelioma	5	5	25	- No work is to be carried out without being in receipt of a demolition survey, to be produced by an accredited surveyor. - Where it is unsafe to carry out a survey, a desk top survey will be required to highlight possible areas where asbestos may be present, produced by an accredited surveyor.	2	3	6

		Asbestos related lung cancer Asbestosis Pleural thickening							
5. Asbestos Removal and Awareness	Site personnel General public	Mesothelioma Asbestos related lung cancer Asbestosis Pleural thickening	5	5	25	• Upon discovery of suspected material not highlighted in the survey, works will cease, and the area will be cordoned off until appropriate tests have been carried out and the material has been identified. • Notifiable asbestos only to be removed by licensed contractors. See survey • Non-notifiable asbestos is only to be removed by Ukata trained operatives following a sufficient plan of work. • Once identified, the material will be removed by appropriate contractors.	2	3	6
6. Manual Handling	Site & client personnel	Muscular-skeletal Injury Cuts & abrasions	4	4	16	• Load to be examined to determine its weight • Operatives will be trained in the method of Kinetic lifting & handling techniques • Consideration whether PPE is required as above • Team lifting will be carried out under the direction of a coordinator • Where items to be removed, are assessed to be heavy, a double man lift will be used. Please refer to Item 10, section 3 regarding restrictions due to Covid-19. • Items assessed as too heavy for a double man lift will be placed onto a pallet truck or trolley, via mechanical lifting. • Turn over nails or remove before handling nailed timber.	2	2	4
7. Noise	Site personnel and general public	Hearing Loss Tinnitus	4	4	16	• All reasonable steps will be taken to prevent excessive noise from affecting both site operatives and general public. • Hand tools will be used where practical • Correct PPE will always be worn • Machinery will be assessed for noise level and manufacturer's guidelines followed regarding the DbA-Decibel rating and recommended PPE.	3	1	3
8. Occupational Stress	All Employees	Mental Illness Stress Anxiety Bullying Extreme anger	5	5	25	• Open door policy to encourage staff to discuss their concerns. • Line managers to ensure workloads are planned and reviewed regularly. Also assess individual workloads regularly. • Hours of work are reviewed and monitored regularly • Managers are trained to notice signs of stress and encourage good working relationships. • Managers to discuss any changes within the company on a regular basis. • Staff to be encouraged to give input within the company operations.	3	2	6
9. Dust	Site personnel	Chronic Obstructive Pulmonary Disease, Occupational Asthma,	5	5	25	• Correct PPE i.e. PP3 dust mask, disposable overalls, gloves • Water suppression will be used during mechanical demolition. • localized water suppression, i.e. pump action water spray or hose connected to mains water supply	4	2	8

		Silicosis				• Area segregation during cutting and breaking of masonry • Ventilation of area where reasonably practicable. • Excessive dust will need extraction using air cleaning units.			
10. CoSHH	Site personnel	Burns to the skin Dermatitis Inhalation Damage to lungs Eye irritation	5	4	20	• All hazardous substances that require a CoSHH assessment will be identified and assessments will be kept in the site folder. • Operatives will be required to read the CoSHH assessments and follow the guidelines. • Correct PPE is to be worn • All substances will be stored to the manufacturer's instructions • All substances will be checked for clear labelling with safety data sheets available	2	2	4
11. Hand Tools	Site personnel	Cuts Abrasions Pulled muscles	3	4	12	• All hand tools to be in good working condition to carry out the tasks • All hand tools to be inspected prior to working • All equipment to be securely stored at the end of the working day • All hand tools to be used as suitable for intended use	1	2	3
12. Battery Operated Tools	General Public & Tenants	Particles causing Eye injuries. Damage to hearing.	4	4	16	• All power tools to be checked and serviced • All power tools used to be suitable for intended use • Operatives to be competent in the proper use of power tools • Operators of power tools should rotate works every 20 / 30 mins, max • All equipment to be securely stored at the end of the working day • Competent person to assess noise levels of individual tasks. Determine degree of hearing protection required and limit exposure, any exposure over 85db, hearing protection should be used.	1	2	2
13. Demolition works	Site personnel	Premature collapse Falling materials	4	5	20	• No Structure to be left unsafe overnight • A competent person to supervise the work • All part demolished walls to be left in a safe manner • Area to be cordoned off during works • All operatives to sign in and out on register	3	3	9
14. Power Tools 110v	General Public & Tenants	Particles causing Eye injuries. Damage to hearing.	4	4	16	• All electric power tools to be checked and serviced and PAT tested • All power tools used to be suitable for intended use • Operatives to be competent in the proper use of 110v tools • Operators of 110v power tools should rotate works every 20/30 mins, max • All equipment to be securely stored at the end of the working day • Competent person to assess noise levels of individual tasks. Determine degree of hearing protection required and limit exposure, any exposure over 85db, hearing protection should be used.	1	2	2
15.	Site &	Materials falling	5	5	25	• Operators must be trained and competent to use the excavator • Operators are responsible to make sure the machine is not misused.			

Excavator 360°	client personnel	From machine. Persons being endangered by operations.				• Operators will carry out daily checks and report findings • Operator will ensure that operations do not endanger any persons • The area to be cordoned off during the course of operation • Competent person to assess noise levels of individual tasks. Determine degree of hearing protection required and limit exposure, any exposure over 85db, hearing protection should be used.			
16. Abrasive Wheels	Site Personnel	Particles causing Eye injuries. Damage to hearing. HAVS. Fire.	5	4	20	• Only trained and competent personnel to use abrasive machines • Suitable abrasive wheels will be selected for each process • Work areas to be free of debris • Operatives to use appropriate PPE • Operatives to take appropriate intervals to avoid HAVS • Firefighting equipment as required • Isolate area when abrasive wheels are in use. • Competent person to assess noise levels of individual tasks. Determine degree of hearing protection required and limit exposure, any exposure over 85db, hearing protection should be used.	2	3	6
17. Telescopic Forklift	Site Personnel	Materials falling From machine. Persons being endangered by operations. Unstable ground	5	5	25	• Operators must be trained and competent to use the forklift. • Operators are responsible to make sure the machine is not misused. • Operators will carry out daily checks and report findings • Operator will ensure that operations do not endanger any persons • The area to be cordoned off during the course of operation • Ground to be accessed and cleared before operations take place. • Competent person to assess noise levels of individual tasks. Determine degree of hearing protection required and limit exposure, any exposure over 85db, hearing protection should be used.	2	4	8
18. Working at Heights	Site Personnel	Operatives falling Materials falling	4	5	20	• All work at height will be properly planned and organized and the most appropriate form of access platform to be used. • All operatives are to follow the safe system of works as stated in the method statement (if required during the course of works, an amended method statement is to be written and followed if the need arises to deviate from the original method statement). • All works are to be carried out by persons who are deemed competent. • Equipment is to be checked daily to make sure it is fit for purpose. • Working platforms are to be kept clear and clean at all times. • All access equipment to comply with current legislation.	2	4	8
19.	Site Personnel	Operatives Falling	4	5	20	• All Harnesses should be checked and certificated. • Operatives should be trained in the use of the harness • Harnesses should be fitted in accordance to the manufacturer's recommendations.	2	4	8

Use of Harnesses									
20. Scaffold Towers	Site personnel	Operatives falling Materials falling Towers collapsing / overturning	4	5	20	• All work at height will be properly planned and organized • To be carried out by persons who are deemed competent and under supervision of the competent person • Scaffolding must be erected on firm ground, free from debris • Scaffolding will be erected in accordance with the manufactures instruction	2	4	8
21. Erection/ Dismantling of Scaffolding	Site & client personnel	Operatives falling Materials falling Scaffold collapse Manual handling	5	5	25	• Method Statement & Risk Assessment to be produced and followed by licensed scaffolding company	3	3	9

Conformation of understanding - Signing Forms

Site Topman / Supervisor

I Agree to implement and monitor the control measures as laid out in the Risk Assessments above.

Signed Date

Operatives

I have read and understood the risks and controls involved and agree to follow all H&S instruction given.

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed

Print Name..... Signed