

ASTRA DEMOLITION

**METHOD STATEMENT FOR THE
Demolition and clearance of eight detached garages.
AT**



**Amelia House
Crescent Road
Worthing
BN11 1RL**

DATE: 18/08/2026

Section	Contents
1	Introduction
2	Scope of Works
3	Hazards & Protective Measures
4	Environmental Information
5	Site Facilities

Astra Demolition

6	Plant, Equipment and Personnel
7	Methodology
8	Briefing Arrangements
9	Acknowledgement

This list is not exhaustive. References for site works can be made to the above

Disclaimer: This method statement is produced as part of the **Astra Demolition Limited Safe** System of Works and is intended to be used as a guide only for the Health & Safety of Company site operatives, visitors, and adjacent occupiers of the site in question, so far as can be reasonably expected with the actual knowledge and information available to **ADL** at the time of issue of this document.

As such, no reliance should be placed (and **Astra Demolition Ltd** accepts no responsibility whatsoever for the consequences of such reliance) on this Method Statement by any person in any contractual arrangement. This does not affect the statutory rights of any party contracting with Astra Demolition Ltd under general health and safety law.

Proposed Commencement Date	TBC 2026	Period of Works	1 - 2 Weeks
Clients Reference	NA	Method Statement	PM/AD/BN111RL

Author	Title	Signature	
Peter Marshall	Project HS & E Consultant	Date	18 TH August 2026
Approved By	Title		
Mark Fowler	Director, Astra Demolition	Signature	
		Date	18 TH August 2026
Revision	Date	Revision details	Revised by

1.0 Introduction

Brief description of works

Strip out followed by full demolition to the existing structures.

This will include removal of the roof before soft strip and hand demolition to external walls near neighbouring property.

Use 360 excavator to lower down the RSJ girders.

Leave rear wall and brick-built piers in place and structurally sound.

Cut through front slated roof and gutter to separate from adjacent building prior to demolition.

Erect heress fencing before commencing work.

Site welfare on site provided by Astra demolition.

Clear the site of all demolition waste, leave site clear and tidy on completion.

2.0 Scope of Work

Limits of Work. Site Boundaries and Time constraints.

All site personal and all drivers of delivery vehicles are to be aware of the timed restrictions as above and will be mindful that children and pedestrians may be using the footway and highway leading into the site. Access/egress and parking may change during the progress of the demolition/reduction phase.

NOTE: **NO PARKING** allowed by the contractor/sub-contractors within 6 meters of the site access/egress throughout the duration of the demolition/reduction and removal works. Site vehicles are to park in the designated areas.

Site vehicles deliveries and the like must not block the access/egress. The access and egress in an emergency into the work area is via the **existing road**: then into the site. Vehicles must **NOT** park on the footway or in place not owned by the client, vehicles are to park in the designated site area when space becomes available, when using the highway contractors/sub-contractor drivers must only park where permitted, and all drivers must adhere to the highway parking regulations and all associated enforcements where more than one vehicle is attempting to enter/leave the site a contingency plan must be put into operation.

Deliveries of plant and/or equipment shall be notified to the site office/ site manager. Notice will be given of vehicle deliveries/movements where possible in advance. (Vehicle movements must be reported to the site manager/supervisor or agent . Where it is not possible for heavy goods vehicles to access into site with the flow of traffic, then it may cross the flow of traffic if safe to do so, Banksmen will be used during any operation where this occurs, equally as heavy goods vehicles egress site Banksmen will be used.

3.0 Identification of Hazards & Protective Measures

Fuel & Oil containment

Vehicles and Plant & Fuel Power Tools.

Spill kits will be on-site and where refuelling takes place on-site the spill kits will be positioned accordingly ready for immediate use. NOTE: Where Plant is used Fuel will be delivered to site where site criteria allows when required in order to reduce the risk of fuel left on site, all plant to be refuelled using electric or hand pump as provided. Should spillage occur refuelling shall cease, and action will be taken to clean up the spillage immediately or as soon as practically safe to do so.

Astra Demolition

Spillages are to be reported to the Site Supervisor/site agent and to **Astra Demolition** head office and the Health & Safety Officer immediately.

Site Signage

Appropriate signage to be secured to perimeter fence, as well as signage on footway warning public of the works being carried out.



1. Scaffolding as required.

(If at any time scaffold has to be used then the appointed licenced contractor will be responsible for erecting & striking the scaffold, Scafftags will be used all works involving scaffold will be carried out under the current scaffold regulations. Method statement/licence and insurances are to be issued to the client and copies held in the site file)

2. MEWPS/BOOMS

The use of such access equipment may be used as additional system to working at height.

Noise and Dust reduction.

Due to the nature of soft strip & demolition noise, dust and vibration cannot be eliminated entirely but reasonable steps will be taken to reduce any adverse effects of noise, dust and vibration generated by the works. When demolition takes place if required due to hot climate then handheld hoses with adjustable nozzle spray will be used to direct a mist over the dust being created by demolition works.

4.0 Environmental Information

Hazardous Waste

It has not been identified but should be anticipated that there could be a risk of contaminated / toxic / flammable / explosive substances contained within the site area. However due diligence will be given to ensuring that any redundant pipe work which may be found during demolition works is vented prior to removal, where such items require purging clearance certificates are to be issued from the appointed contractor.

Waste products are to be evaluated prior to disturbance or removal. All waste products and residues within containers must be identified and the appropriate action for handling and their disposal implemented.

Astra Demolition

All potential for pollution or incident, especially within the vicinity of the works, regarding rat & pigeon droppings, etc. should be eliminated or reduced to the lowest expectancy. Materials and containers giving rise to possible spillage or contamination of surrounding ground must be taken from site to be processed at a licensed facility. (Environmental Protection Act 1990)

ALL OPERATIVES AND VISITING DRIVERS ARE TO BE FULLY INDUCTED IN THE ELIMINATION & SAFETY PROCEDURES FOR POLLUTION CONTROL MEASURES.

All waste will be taken to a licensed landfill site, the waste tickets will be held on site by ADL. Copies will be forwarded to the Principal Contractor to be kept in their documentation.

5.0 Site Facilities

Welfare

(CDM-2015 schedule 2) Welfare facilities are to be provided by the principal contractor/client or Astra Demolition as agreed prior to works commencing. Welfare facilities are available on site and must be agreed for use to all operatives working on the site. Any damages or concerns with any of the welfare must be reported to the site supervisor and ADL main office. The site supervisor will appoint a person from the site team to carry out housekeeping for the welfare, any damages, repairs will be reported to the site supervisor directly. Any repairs required will be acted on immediately

Site Access & Conditions

The site is to have a register system. Operatives and visitors will be required to sign in via the site offices. Induction/briefings to be given to all site operatives, all visiting personnel who enter the site. Allowance for parking arrangements will be on site using the designated route and parking area which will be segregated by barriers and have signage securely attached.

6.0 Plant and Equipment

The following plant and equipment will be used on this site. Additional plant if required will be added to the list below by the supervisor, relevant certificates will be placed in the site file.

<i>360° Mechanical Demolition Rig with attachments to suit</i>	<i>Various hand tools</i>	<i>Haulage vehicles for waste materials.</i>
<i>Delivery vehicles</i>	<i>Scaffold</i>	

Contractors Information.

Client	Amelia House Crescent Road Worthing BN11 1RL	Contacts	
		Telephone Mobile	
		E-mail	
Principal Contractor	As Above	Contacts	
		Telephone Mobile	
		E-mail	
H S & E Consultant	Demolition and Project Consultancy 6C The Steyne Worthing West Sussex BN11 3DS	Contact	Peter Marshall
		Telephone Mobile	07833 586410

Astra Demolition

		E-mail	demolitionpc@outlook.com
Demolition Contractor	Astra Demolition. Old Salts Farm Nursery. Old Salts Farm Road. Lancing. West Sussex BN15 8JQ	Contact Telephone Mobile	Mark Fowler 01903 766376 07867 598242
HSE	Health and Safety Executive: The Council Offices Station Road East Oxted Surrey RH8 0BT		Tel: 01883 732 400 Fax: 01883 732 444
Environmental Agency	Guildbourne House Chatsworth Road Worthing West Sussex BN11 1LD	Contact Telephone Mobile	01903 207327 Guildbourne Centre 03780 085 506506 Central
Asbestos Survey	Not required.	Contact Telephone Mobile E-mail	
Asbestos Removal. Fill in as required if further ACMs are discovered	Not required.		

7.0 Methodology

Site Set up	Strip Out
Demolition works	Waste removal
Clean & Clear Site	Removal of Plant

Scaffold

1.Scaffold

(If at any time scaffold has to be used then the appointed licenced contractor will be responsible for erecting & striking the scaffold, Scafftags will be used all works involving scaffold will be carried out under the current scaffold regulations. Method statement/licence and insurances are to be issued to the client and copies held in the site file)

2. MEWPS/BOOMS

The use of such access equipment may be used as optional system to working at height.

Soft Strip

All areas of the buildings will be checked prior to the works and strip out. Where it is deemed that all or parts of the structure are unsafe to enter then these areas will be left. Oil and other residues as identified will be removed.

During all soft strip activities, operatives will be advised on the need for vigilance in identifying hazardous substances and or materials. All such substances or materials will be assessed by the site supervisor and the appropriate action taken. In the event that these identified substances and or materials will pose an unacceptable risk to operatives during their removal, a specialist contractor will be engaged to carry out the works.

Soft strip materials will be disposed of via suitable waste containers. Vigilance and care must be the watchword when removal of materials likely to spill or seep / escape to the ground. Such products must always be put inside sealed or secure containers.

Operatives wearing correct PPE will use hand tools to carry out the bulk of the soft strip. These tools may include the following: Mattock, Bar, handheld jack hammers / bow saw/reciprocating saw. (This list is not exhaustive)

IT MUST BE NOTED THAT THE NEED TO ACCESS ROOF AREAS AND HEIGHTS SHOULD BE LIMITED TO THE LOWEST PRACTICAL NECESSITY.

Mechanical Demolition

The demolition rig will commence from the frontage reducing the structure working through and across until the frontage and flank sections have been removed, as demolition progresses this will allow space for waste containers to be placed on site. Then as the remainder of the demolition phase progresses waste will be stockpiled.

Waste will be separated into appropriate piles ready for removal to a licensed waste transfer station. During the demolition process the operator will ensure that no part of the structure remains unstable.

This method will be repeated working progressively and carefully into the structure removing all remaining roof trusses and walls. Debris/concrete rubble to migrate down inwards within the footprint of the structure.

The machine shall progress through the building it will not approach further than a safe workable distance to any area where an adjoining centre structure is or where the integrity of the building will become unsafe and may be a potential for uncontrolled collapse. Each section of the buildings shall be evaluated for its integrity and reliance on adjacent internal & external walls.

The sections will in effect be taken down a bay at a time to ensure that all adjacent sections remain secure and safe until such time as the demolition process dictates otherwise. No section shall be left unsupported or in a dangerous condition at any stage of the works.

Banksman (2) will be in situ to view and ensure that the operator is working safely. Any deviance to the structure or appears to be unsafe the banksman will signal the operator to stop. Due care must be taken as the demolition process continues to reach the site boundary. Equally vigilance must be the keyword when approaching the limitations of the site footprint.

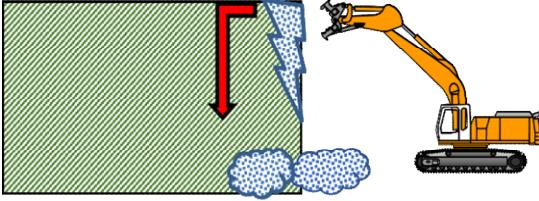
At such times throughout the entire operation the angle will be determined by progressive assessments and structural evidence for safe support. Timber & steel members will be separated from the rubble and processed according to size and condition. Care will be taken to ensure that all sections of the structure will be pulled into the footprint of the building. The operator of the demolition rig will leave sufficient bracing to maintain stability allowing him to carefully reduce the concrete, steel & masonry a few courses / elements at a time into the footprint of the building. Banksman will be positioned at site side elevations during these works to advise on any deviation in the vertical / perpendicular condition of the structure.

(Note: As the demolition progresses the operator may change the method direction dependant on structural stability and the operators view on the safest method to reduce the structure)

Astra Demolition

Waste containers to be placed on site where space is available, as demolition phase progresses then waste containers will be positioned on the site footprint.

Working from top down allowing all waste to migrate downwards into the site footprint to be cleared away as works progress, ensuring at all times a clear stable platform for works to continue.



General.

****During all phases of the strip out and demolition phase at all times throughout the waste will be removed at regular intervals to allow a clear working area, to reduce slips, trips, and falls. As the demolition works progress all waste will be allowed to migrate downwards to the lower levels, then cleared. This method will continue until the structure/s have been reduced down to slab level. Waste will be removed to a lay down area and segregated into acceptable stockpiles, placed into the appropriate containers ready for removal from site.*

8.0 Briefing Arrangements

Understanding

All staff will acknowledge understanding of the Method Statement by signing the Method Statement attendance sheet. The supervisor will answer any questions raised during or after the briefing.

Briefing

Demolition Site Manager will brief all operatives on any specific aspects within the Method Statement

General

Throughout all works, all operatives and visitors to site shall adhere to the Astra Demolition Ltd site rules and conditions. PPE and RPE commensurate with any given task or statutory requirement shall be worn. Any person who willingly or knowingly chooses to ignore these conditions shall be asked to leave the site and not return.

Other Information

NOTE: It should be noted that this Method Statement is a live control document, and as such can be altered as any part of the works change or as the situation may dictate, it is to be expanded to detail individual operations undertaken on site on a daily basis, as necessary, where such operations may deviate from that which has been explained. All addendums/changes will be inserted to this document.

It is the responsibility of the site supervisor/manager to devise the safest system of work available to execute their works in a safe, proper, and efficient manner. All 'addendums' to this method must be made available to the Contractors Projects & Safety Manager for his approval, prior to the commencement of such operations. The client resident / visiting agent shall be kept advised of all changes and or alterations as he so required

Drawings & Plans

Astra Demolition

Any service technical drawings must be issued to the demolition contractor to be included in the site file and for safety to ensure all terminations have been carried out.

NEAREST A & E HOSPITAL

SHORTEST DISTANCE FROM SITE TO HOSPITAL: 2 Miles (10 Minutes)

**WORTHING HOSPITAL
LYNDHURST ROAD
WORTHING
WEST SUSSEX
BN11 2DH**

TELEPHONE: +44 (0)1903 205111

OR

999

9.0 Acknowledgement

ACKNOWLEDGEMENT OF METHOD STATEMENT & RISK ASSESSMENTS

I acknowledge that I have read and understood the method statement and risk assessments associated with this particular project. I understand that methodology may be changed and or altered to suit the working conditions on site and that I shall be informed of all such alterations.

NAME	SIGNATURE	DATE

HSE INDG 163 (Rev 4)

FIRE RISK ASSESSMENT

SITE: Amelia House Crescent Road Worthing BN11 1RL	Assessment by: Peter Marshall Signature: 
Date: 11/06/2026	Title: Project Consultant
Step 1. Description of project.	

Soft strip followed by demolition to the appropriate structures.

Step 2. Identify fire hazards

Source of Ignition		Source of Fuel		Sources of Oxygen	
➤	Hot Works	➤	Timber Frame	➤	Air / Atmosphere
➤	Disc Cutting	➤	Other Timber	➤	Oxygen Cylinders
➤	Arson	➤	Fuels		
➤	Smoking	➤	Gas Bottles		
➤	Faulty Electrics	➤	Chemicals/Glues		
➤	Waste Materials	➤	Rubbish		
➤	Neighbouring Properties				

Step 3. People at risk

Personnel	Maximum Operatives	Notes
Operatives	2	
Visitors		HSE/Emergency Services/Local Authority/Client/C20 safety Officer
Other Contractors		Principle Client/Agent/Landowner
Lone Worker/s	None	
Immediate Neighbours		Local vicinity properties

Step 4. Evaluate, Remove, Reduce, and protect from risk

(A)What are the risks of fire occurring from the hazards identified in STEP 2 and how they can be controlled?	1 Disc Cutting	All disc cutting works will be controlled by a Hot Works permit (regardless of the material being cut) The permit has a sign off procedure and the operative is to ensure that by using the cutter there is no chance of flying sparks igniting a material and after the cutting process is finished a visual check will take place to ensure that there is no danger of a fire starting. One hour before the end of the working day, prior to the permit being signed off the supervisor will check the area, also prior to locking the gates and leaving the site the area will be checked.
	2 Arson	The site will be fully secured both during working hours and out of hours with Heras Panels or Hoarding, the gates will be kept shut throughout the working days. All welfare will be locked out of hours and any flammable materials to be stored in a lockable container at all times. During the process of the works all combustible materials such as timber will be removed and placed into segregated containers. The containers will be away from fuel points and neighbouring properties to minimise the effect of fire spread should there be an arson attack. At no time should there be a stockpile of combustible materials located in the building being stripped/demolished left unattended.
	3 Smoking	The smoking area is shown on the site plan and is located away from the existing buildings and positioned in an area which will minimise the effect of fire spread, should it occur. Extinguishers will be positioned in the area and appropriate containers will be used for discarded cigarette ends to be disposed into.
	4 Electrical Services	Electrical services on site: Terminated Certificates to be issued to C20 Building Services prior to any works commencing
	5 Hot Works	All hot cutting will be completed under a permit system and fire watch kept during the process. Hot cutting will cease ONE hour prior to close of play on site. A check of the area will be carried

Astra Demolition

		out, and the supervisor will check the area prior to closing the gates/leaving the site.
	6 Neighbouring Properties	Live properties are located around the site area. They are aware of the works being carried out. Should a fire in a neighbouring property be identified during the working day, all work will cease, and the site evacuated to the muster points as in the site plan. The appointed person/fire Marshal will call tally the daily sign in sheets with those present. The fire brigade will be notified of the fire in the neighbouring property.
	7 Construction/Demolition Materials	See Arson for further details
	8 Fuels & Gas Bottles	All fuels & gas bottles are to be stored under lock & key at all times, the quantities stored will be kept to a minimum to reduce fire risk. The site supervisor will enforce this and will ensure at the end of the working day that all stores are locked as part of the lock down procedure. The fuel/gas stores are to be segregated and away from the building and away from neighbouring properties.
	9 Rubbish	Rubbish within the site footprint will be cleared. All flammable materials will be moved to a separate container. There will not be a build-up of rubbish around the welfare units.
	10 Air/Atmosphere	Works involving cutting and where air can aid the spread of fire this will be conducted by competent operatives.
	11 Operatives	Operatives will be inducted into the site as per the method statement and will be familiar with this document and their duties whilst working on this site.
	12 Visitors Neighbours	Visitors where possible will pre-warn the site supervisor. Those unauthorised/un-announced visitors will get no further than the main gate, the site notice board will have the contact number of the site supervisor. The visitors will not be allowed on site without correct PPE and if authorised will report to the site office for induction. All visitors will be escorted on site at all times. The supervisor has full control of the site during works.
	13 Other Issues	None; Any issues outside of those mentioned to be written on separate sheet and attached to this document.
(B) Adequacy of fire safety measures		With effective management of the risk, they are drastically reduced by following the information shown in the risk assessment
Fire detection and fire warning		Fire detection will be by sight. Due to the nature of the project and the team working together, the fire warning will be verbally and by fire bell/klaxon situated at the site office. A fire watch and regular checks will be carried out during the working day.
Firefighting equipment		Firefighting equipment will be sited at various points around the site which may change as the works process unfolds. Correct fire extinguishers will be sited at the fire assembly point. All points and assembly points will be marked on the site plan

Astra Demolition

Staff training and fire drills	Fire drills to be carried out on a regular basis. The operatives on site will be given feedback on the drill. Should the project be ongoing for a long duration, extra fire drills will be carried out.
Training and competent persons	The site supervisor is a competent supervisor and will be responsible for the implementation of the processes identified in this document. He has had appropriate internal/external training to enable him to fulfil this role.

Emergency Procedure on Discovery of a Fire.

Sound the alarm.	Call the Fire and Rescue Services by dialling 999.
Attack the Fire - ONLY if deemed safe to do so without and YOU have been trained.	DO NOT TAKE RISKS.

The Procedures to take when hearing the alarm are:

Leave the building by the shortest route available	Do not stop to collect personal belongings
Do not run	Do not re-enter the building until authorised

Assembly points and escape routes. All staff should familiarise themselves with:

Means of escape routes, primary and secondary.	The nearest Fire point
Where to assemble in an Emergency	Who the Fire Marshal is:

Operatives sign off

I have read and understand this document. I agree to work to the Risk Assessment and at any time if I am unsure, I agree that I will stop work and ask the appropriate supervisor for information.

Name	Position	Date	Sign

Assessment Review.

Assessment / Review	Completed By	Signature	Date

Notes:

The information in this record should assist you to develop an emergency plan; co-ordinate measures with other 'responsible persons' in the building; and to inform and train staff and inform other relevant persons.

 BIOLOGICAL	 CARCINOGENIC	 CORROSIVE	 ENVIRONMENTAL	 FLAMMABLE
1	2	3	4	5
 GAS	 HARMFUL	 OXIDISING	 TOXIC	
6	7	8	9	10

COSHH ASSESSMENT

SECTION 1. SYMBOLS

SECTION 2. PPE

A. FOOTWEAR	B. GLOVES	C. GOGGLES	D. MASK
			
E. OTHER	F. OVERALLS	G. RESPIRATOR	H. VISOR
			
K. WASH HANDS			
			