











Equality
Diversity
Inclusion

SSoW 001

Demolition and Site Clearance of Ashcroft House Bungalows Incorporating: Risk Assessments and Method Statement

Site Name:	Ashcroft House Bungalow Demolition
Site Address:	Ashcroft House Bungalows, Kingston Lane, Shoreham by Sea, BN43 6YU
Prepared For:	Anthony Probert
Date:	28-05-2024
Prepared By:	Karl Larcombe
Company:	M & M Demolition Ltd, Victory Way, Admirals Park, Crossways, Dartford, DA2 6QD
Document Name:	SSoW 001 Demolition & Site Clearance of Ashcroft House Bungalows
Project Reference:	D20838
Client:	Adur District Council
H & S Advisor:	Prime Safety Group

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Issue No:	Name	Signature	Date	Position
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Associated Documentation

The list of associated documents below are to be read in conjunction with this document, and are issued as standalone documents to reduce unnecessary data duplication and possible misunderstandings where document content is required to be quoted in more than one place.

M&M Demolition's Document Register for this project holds the latest revision of all these documents.

The register is updated with the new revision number each time an amendment or modification is made.

Associated Documents
Demolition Management Plan (DMP)
Traffic Management Plan (TMP)

1. Site Particulars

Scope of Works

The scope of works includes the asbestos removal, soft strip, structural demolition, removal of ground slab & foundations and removal of waste at Ashcroft House Bungalows, Kingston Lane, Shoreham by Sea, BN43 6YU.

This plan has been formulated to mitigate the risks as far as reasonably practicable for the duration of our intended works on site. All personnel on site will be briefed as to the restrictions to site during an induction which will be carried out prior to commencement of work.

Hours of Work permitted

- Weekdays
  - Monday – Friday 08.00 – 18.00
- Weekends
  - Saturday T.B.C.

Constraints to work

- Demolition in a residential area
- Tree Protection

2. Access / Egress

The site will be enclosed by a 2.4metre high timber hoarding constructed around the east elevation of site. The site welfare will be located immediately inside the site gates adjacent to the north elevation of site. All site traffic, operatives and visitors will access via the vehicle and pedestrian site gates on Kingston Lane. Pedestrian access to the site will be kept separate from the vehicular access and egress for health and safety reasons and will be controlled by a security officer. Operatives arriving at site will be required to sign in and out at the beginning and end of each day or shift.



3. Resources

Estimated Labour

- Site Manager x 1
- General Operatives x 2
- CPCS Excavator Operator x 1
- This list is not exhaustive.

Plant & Equipment

- 1 x 25-ton excavator
- Various hydraulic attachments
- Motofog/Dust Boss dust suppression unit
- Fire Hoses
- Various hand tools
- Cat Scan & Genny
- This list is not exhaustive.

Materials

- Heras Fencing
- Pedestrian Barriers
- Health & Safety Signage

4. Methodology

The following details the sequence and method of works for the soft strip, structural demolition, removal of ground slab & foundations, and removal of waste at Ashcroft House Bungalows, Kingston Lane, Shoreham by Sea, BN43 6YU. All information detailed below should be briefed out to ALL PERSONS involved within this activity to ensure they understand their roles and the controls to be adopted. In addition, permits will be issued and signed before work commences along with the SSoW which will be kept in the site office.

Sequence *THE FOLLOWING SEQUENCE OF WORKS MUST BE FOLLOWED AND NOT DEVIATED FROM.*

- Delivery of Site Welfare
- Sign In to Site Register
- Report to Site Management
- Attend Site Inductions by M & M's Site Manager
- Briefing of operatives
- Ensure operatives are kitted out in appropriate PPE for the task
- Install tree protection
- Prepare area and equipment.

- Set-up exclusion Zone
- Asbestos Removal
- Soft strip
- Mechanical Structural Demolition
- Removal of Ground Slab & Foundations
- Removal of waste
- Landscape area
- Continual Liaison – it is imperative that M&M maintains liaison with the client's representative and professional team. This is to allow a free two-way flow of information regarding the safe and environmentally sound delivery of the project, by well-informed personnel using health promoting risked assessed methods.

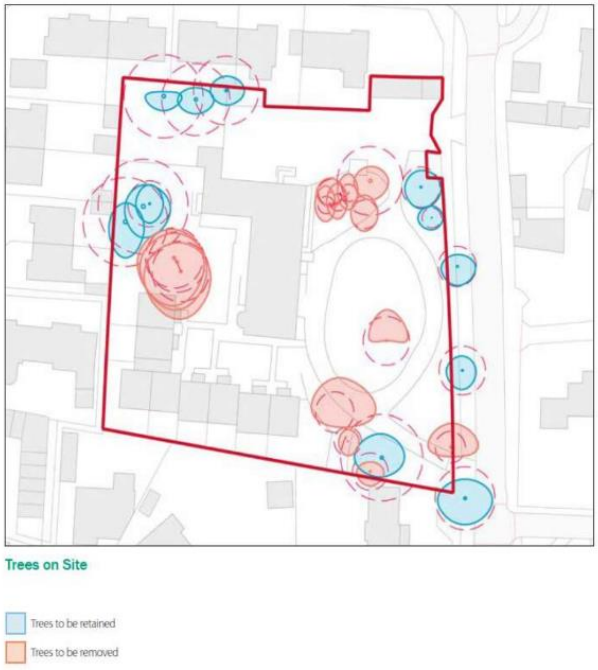
Set up Site Offices & Welfare

The site offices and welfare (CDM 2015 compliant) will be delivered and installed by M & M's approved specialist sub-contractor (see separate SSoW). The appropriate demolition signage will be posted in/around the site boundary.

Tree Protection

All trees referenced in blue are to be retained, they must be physically protected from damage by creating an exclusion zone constructed of Heras fencing with appropriate signage attached throughout the demolition work. This is to be achieved by enclosing the area covered by the crown spread (and for upright growing trees, a distance equal to half their height), or as agreed with the Local Planning Authority. This is necessary to create a 'Tree Protection Zone'.





Live Service

The diversion or termination of any existing services relating to our works should be completed / carried out during the mobilisation period of the works by the relevant utilities provider.

Services are to be terminated within the confines of the site, namely:-

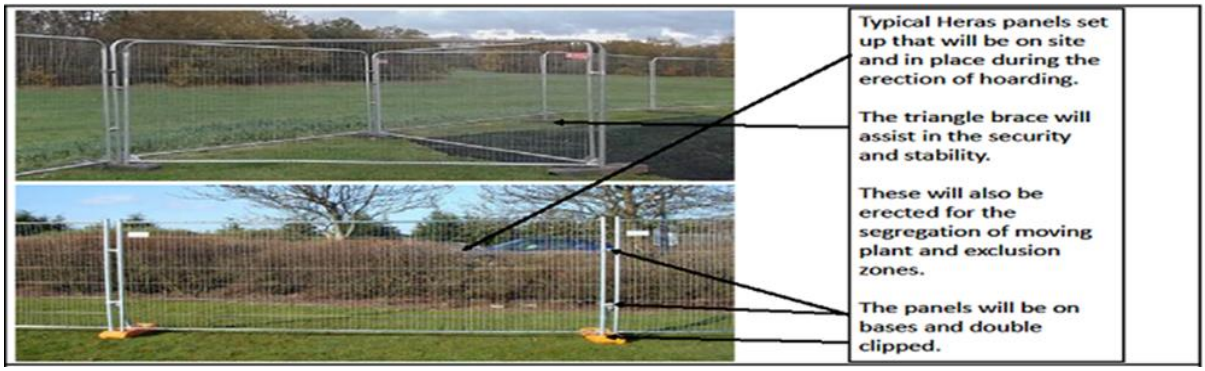
- Gas supply

Works will be carried out to conform to the requirements of Health & Safety Executive Guidance Note HS(G)47 'Avoiding Danger from Underground Services'.
Works will be carried out to conform to the requirements of Health & Safety Executive Guidance Note GS6 'Avoidance of Danger from Overhead Cables', and the National Joint Utilities document 'Recommendations on the Avoidance of Danger from Underground Electricity Cables'. Copies of all isolation certificates are to be held in the site office.

Erect Heras Fencing to Demolition Working Areas

Heras fencing will be erected around the perimeter of the demolition working zones and erected as per the manufacturer's guidance with the appropriate Health and Safety warning signage clearly displayed.





Asbestos Removal

All asbestos containing materials (A.C.M.'s) will be removed by M & M's Licensed, specialist, pre-qualified Sub-Contractor. (See separate SSoW)

Soft Strip

All soft strip work shall be carried out in accordance with BS6187 – code of practice for demolition works and planned and managed by M & M's Demolition Site Manager. A drop zones will be created outside the building using Heras fencing double clipped with appropriate signage attached. The adjacent windows or doors to the drop zone will be removed to enable the operatives to drop the soft strip spoil into the drop zone. All rubbish and soft strip items within the building are to be removed and placed into the correct waste stream. The 360 excavator will periodically remove the spoil from the drop zone using the selector grab attachment and load the waste into Ro Ro bins which will be positioned adjacent to the drop zone. All waste from the site will be given the correct duty of care and waste transfer notes on collection. All materials generated from the site will be recycled wherever possible. Access

/Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.
Working from roof level downwards the following items will be broken down using hand-held tools, in a general soft stripping exercise as per the following :-

	Location	Action
•	Roofs	Removal of all roof coverings and associated flashings. All redundant cowlings, ducts and vents will also be removed at this stage of the works
•	Floors	Removal of all floor coverings and raised flooring.
•	Walls	Removal of non-load bearing walls, plasterboard and partitions, cills, light fittings and fixed shelving
•	Ceilings	Removal of any suspended ceiling tiles, plasterboard finishes, suspension systems and light fittings
•	Toilets	Stripping out and removal of all toilet fixtures and fittings including toilet pans, sinks and cubicles
•	Kitchens	Removal of all sinks and cupboard units

The works will be accessed from the existing floor levels or from aluminium towers. Competent, trained persons will erect the aluminium mobile towers.
All of the above works will be carried out by trained operatives using hand tools / hand held plant to assist in the stripping process , as the materials are stripped they will be removed to the drop zones. The material will then be loaded into skips / container Lorries at the loading area for removal from site.
During the soft strip works the operatives will be split into 2 gangs:-

1. 1 soft stripping gang who will remove the materials from the existing structure.
2. 1 attendance gangs who will control the distribution of waste to the drop zone from the workface.

By regularly removing the accumulated debris, the potential fire risk, that loose combustible material imposes, is minimised / removed.

Dust Suppression

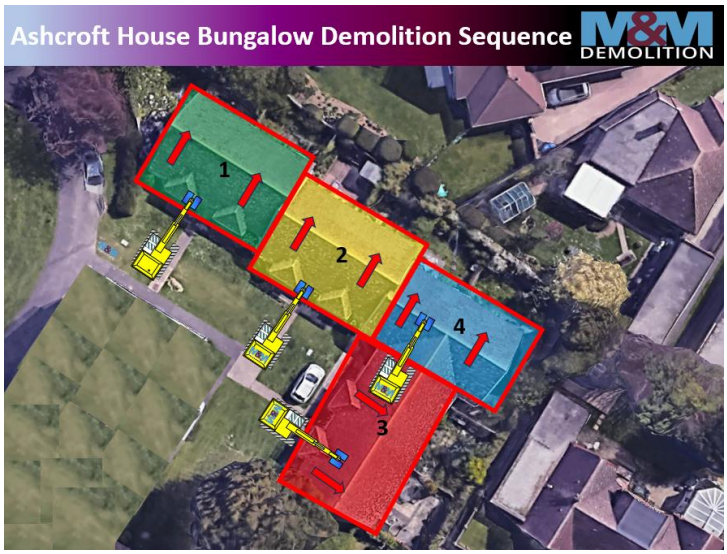
Demolition operatives will set up the Motofog or Dust Boss which sprays a fine mist onto the demolition area with additional fire hoses to spray water onto the demolition area for dust suppression should they be required (this process will be mandatory throughout the demolition process). Should it be required water will be sprayed throughout the site to minimise the release of airborne dust particles, especially in hot and dry weather.



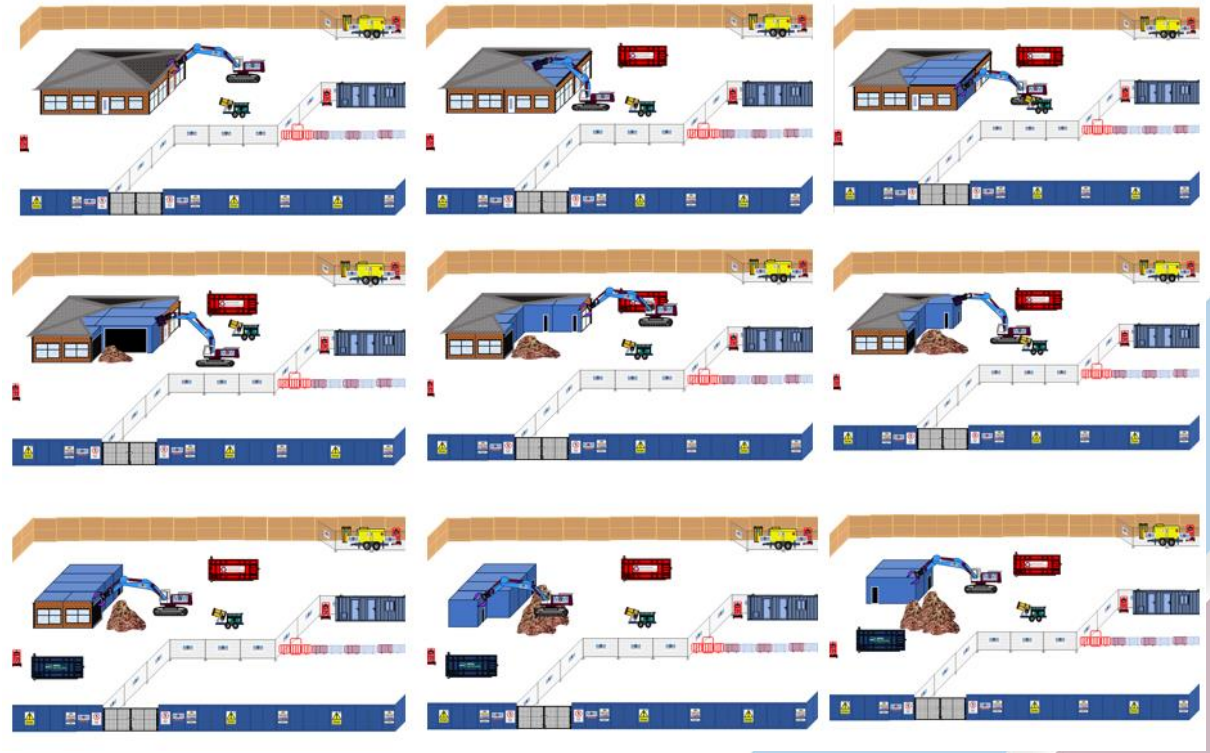
Structural Demolition

A permit to demolish will be issued to the M & M Site Supervisor and Demolition may proceed. All demolition will be carried out in accordance with BS6187 – code of practice for demolition works.
The design of the structure enables the regular bay by bay demolition process to be used whilst maintaining the structural stability and reducing the risk of an uncontrolled collapse.

The excavator will be tracked into position at the northern elevation of the bungalows, under the guidance of a banksman. The operator of the excavator will use various hydraulic attachments to demolish the structure on a bay-by-bay basis.

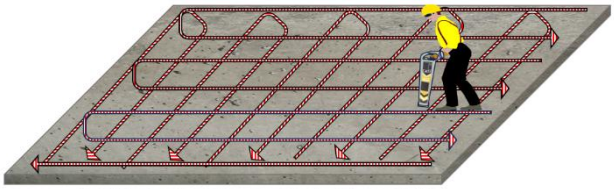


The demolition sequence is show left. The operator will demolish the bungalows one by one, pushing the facing outer wall into the footprint of the building allowing the removal of the roof. The roof will be flipped using the selector grab and angled to allow the tiles to fall into the footprint of the building enabling good segregation of waste materials. The internal walls will next be demolished before the outer side and back walls are folded into the footprint of the building with hardcore and concrete being processed by the excavator ready for removal from site by 8 wheeled tipper lorries. All other waste will be segregated into separate waste streams and loaded into Ro Ro skips and removed from site by pre-booked licensed waste contractors under the guidance of traffic marshals. Copies of all consignment notes will be logged and kept in the site office.
This process will be repeated bungalow by bungalow, until all waste has been cleared from the ground slab.

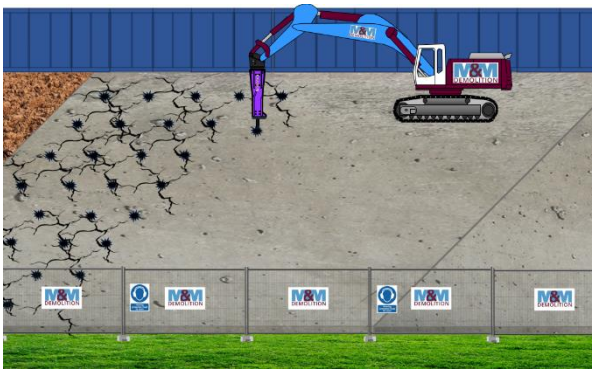


Removal of Ground Slab & foundations

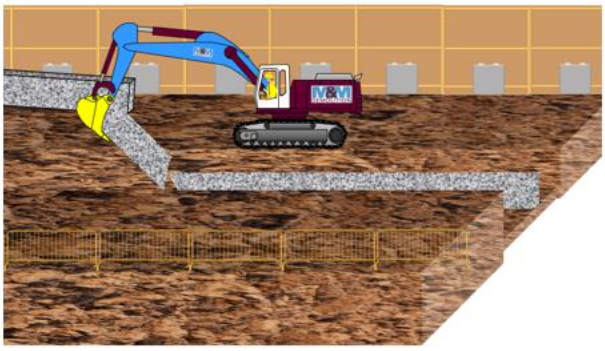
Works will be planned in accordance with the safe digging practises HSG47 (guidance on avoiding danger from underground services). Regardless of the knowledge obtained from drawings, a survey will be carried out by a trained operative using a Cat Scan and Genny as shown in the diagram. Should live services be detected operatives will verify services by carrying out trail holes and mark the type and location on site. If required drawings shall be updated with any further services recorded. A 2meter machine exclusion zone will be made where any live services are discovered.



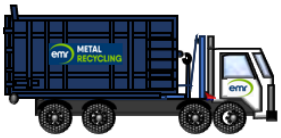
Complete a systematic and comprehensive search for underground services in a grid format with scans every 1 meter



With the scan completed demolition of the slab may commence when a permit to break ground has been issued by M & M's Site Manager. A 360 excavator will be positioned to work on the ground slab which is to be removed. Using the breaker attachment the excavator will fracture the slab, then using the bucket attachment it will lift sections of concrete slab and stockpile the material ready for crushing. The excavator will use the bucket attachment to remove the foundations, should it be required the breaker attachment will be used to break the foundations into smaller sections again stockpiling the material ready for removal from site by 8 wheeled tipper lorries. The operator will now use the bucket attachment to civilise and grade the area.



Removal of Waste from Site



Metal



Mixed Construction
Wood, plastic, carpet etc.



Asbestos



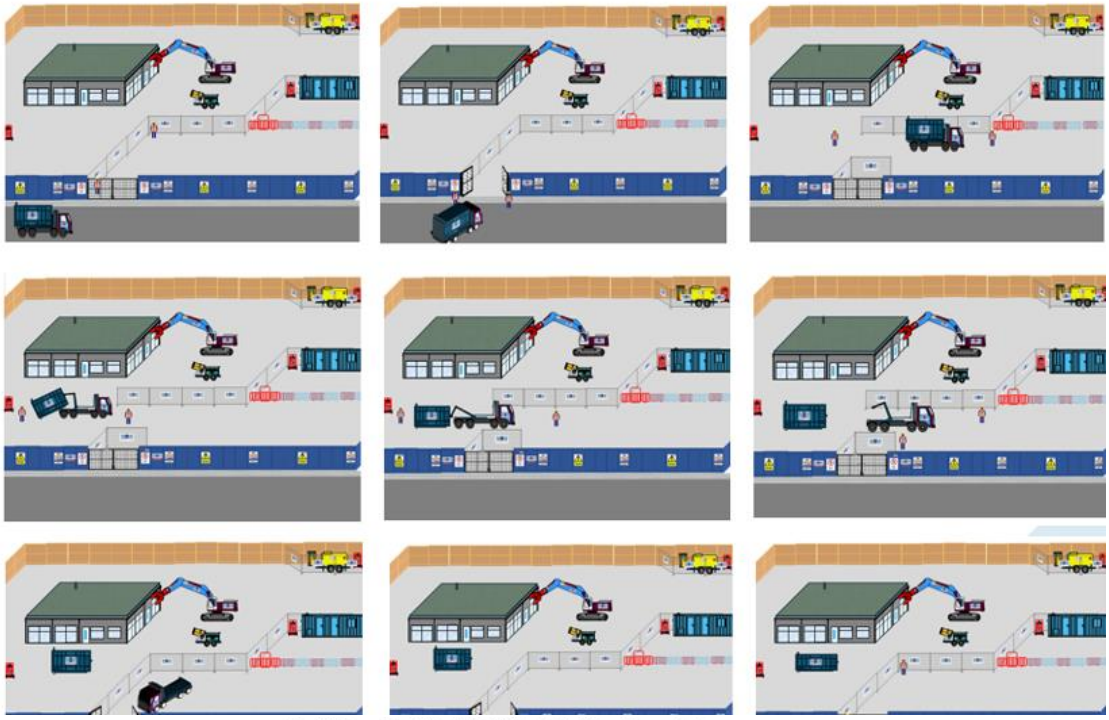
Green Waste



Concrete, Hardcore, Tarmac etc.

To maximise re-cycling opportunities all waste will be segregated into separate waste streams throughout the project and removed from site by licensed waste contractors, copies of all consignment notes are retained in the site office and a detailed waste log produced. Before waste is removed from the site, a copy of the Traffic Management Plan will be provided to all waste carriers.

Roll On Roll Off Skip Delivery Sequence

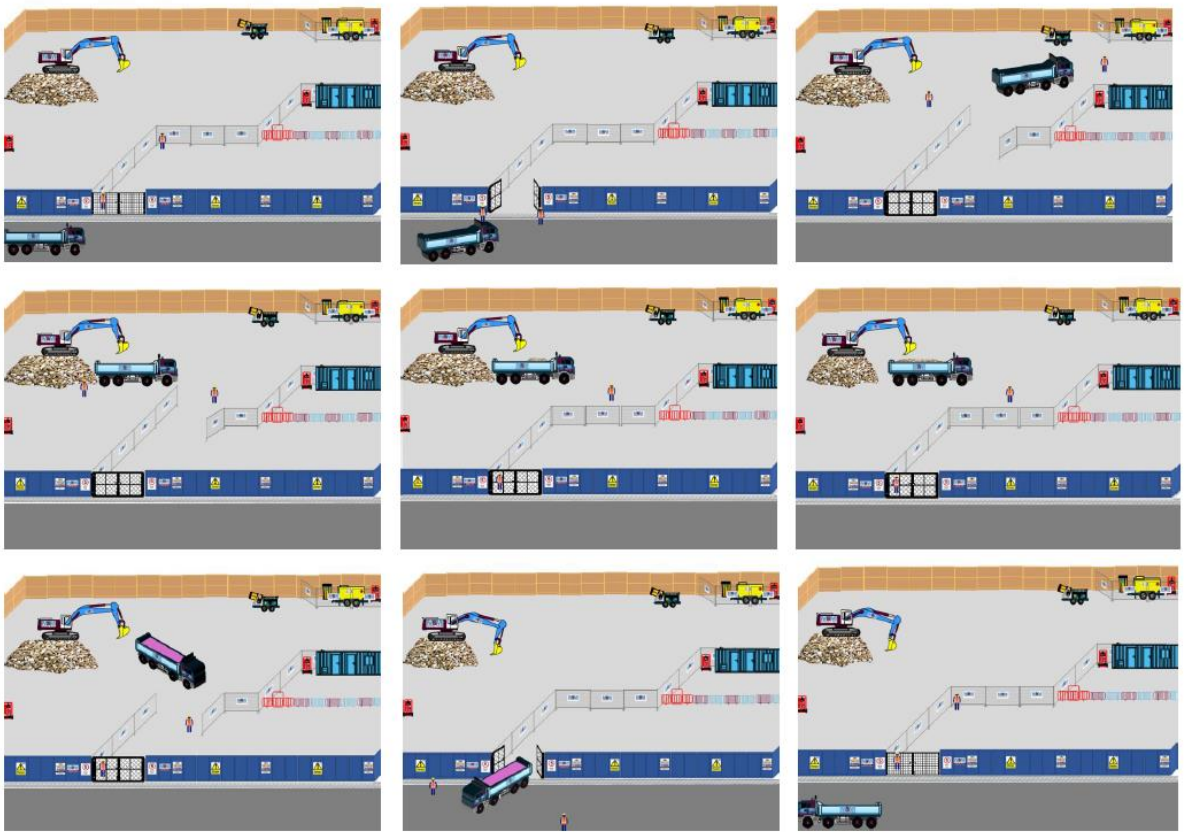


Roll On Roll Off Skip Collection Sequence



All loads are pre-booked by the site manager to avoid disruption and congestion with all traffic movements to and from site being controlled by M & M's trained traffic marshals as shown in the sequences below. All waste removed from site will be sent to licensed waste facilities, copies of all waste carriers licenses and Environment Agency facility permits are held in the site office.

8 Wheel Tipper Lorry Loading Sequence



At the cessation of the works all plant and equipment will be removed from site, the site will then be formally handed back to the client.

5. PPE

The following PPE / RPE is required to be used as identified below:
Standard PPE items:

Hard Hat (BS EN 397)	
Hi-Viz (BS EN 471)	
Safety Boots (EN ISO 20345)	
Gloves (BS EN 388)	
Glasses (BS EN 388)	

Additional PPE items:		Required	Activity	Type
Hearing Protection		Yes	Crushing Concrete/Hardcore Using hand held breakers	Ear plugs / ear muffs
Goggles		No	Using hand held breakers	Impact Protection
Coveralls		No	Asbestos Removal	Cat 3 type 5/6
Harness		No	Cherry Picker	Fall restraint / inertia reel
RPE		No	Concrete Crushing	Sundstrom Masks P3 Filter
Hand Protection		Yes		Gloves

All required PPE / RPE shall be in accordance with relevant BS EN / ISO standards

6. Competency / Supervision

Given the works to be completed the following competencies and supervision will be required onsite, all requirements stated below are in addition to the prerequisite CSCS / CCDO card. Copies of training shall be provided to the site manager during site induction and retained onsite.

Competency	Role / Task
Demolition / Asbestos awareness	Operatives
1st Aider	Site Supervisor
CCDO Gold Card or SSSTS	All supervisors
Fire Marshall Training	Fire Marshall
Traffic Marshall Training	Traffic Marshall
Cat B Asbestos Removal	NNLW Asbestos Removal
CPCS	Plant Operator
PASMA	Erection of Mobile Towers (MEWP)

7. Permits

As part of M&M Demolition's risk control strategy, permits are used for all high-risk activities. Identified below are the permits applicable to these works and the duration for which the permits will be issued:

Permit	Applicable	Valid for:
001 – Hot Works	☐	
002 – Harness Use	☐	
003 – Ladder Use	☐	
004 – Lifting Operations	☐	
005 – Confined Space Entry	☐	
006 – Demolish	Yes	All Demolition Works
007 – Break Ground	Yes	Removal of Ground Slab & Foundations
008 – Enter Excavations	☐	
009 – Use Drop Zone	☐	

8. Emergency Arrangements

M&M Demolition's Emergency Response Plans (ERPs) are contained within the site specific PMP and displayed in welfare areas. Identified below are the relevant ERPs to the works being undertaken. In addition to the below list, a fire plan will be created (including the location of the fire points) which will be briefed out during site inductions along will the location of the assembly point and the names of the first aiders onsite. This information will also be displayed at various points across the site.

ERP Ref / Name	Applicable to works
ERP 001 – Accident / Incident	Yes
ERP 002 – Fire	Yes
ERP 003 – Asbestos	Yes
ERP 004 – Service Strike	Yes
ERP 005 – Work at Height	Yes
ERP 006 – Excavation	Yes
ERP 007 – Confined Space	No
ERP 008 – Environmental Incident	Yes

9. Environmental Considerations

The following environmental considerations need to be applied when undertaking the works. The controls detailed below will ensure that the environmental risk factors are properly managed.

Item	Control Method(s)	Applicable
Fluorescent tubes	Disposal coffin	☐
Diesel Bund	Drip Tray	☒
	Spill Kit	☒
	Fire Extinguisher	☒
COSHH Items (Paints, cleaning products, etc.)	COSHH store	☒
	Fire Extinguisher	☒
Fuel Barrels	Bund	☐
	Spill Kit	☒
	Fire Extinguisher	☒
LPG / Oxygen Cylinders	Locked cage	☐
	Fire Extinguisher	☐
Demolition Dust	Water suppressant (dust boss / fire hoses etc)	☒
	Dust Masks	☒
	Dust monitoring	☒
Noise	Section 60/61 working hours	☒
	Hearing protection zone	☒
	Ear protection	☒
	Noise Monitoring	☒
Soft strip work	Housekeeping	☐
	Dust Masks	☐

In addition to the above, the M&M Demolition's Project Management Plan (PMP) for the project details the environmental risks for the project and how these are properly managed as part of the works. These details have been provided to the work crews as part of the site induction and briefing for the Project.

10. Assessment of Health & Safety Hazards and Risks

Risk is assessed in accordance with the Health & Safety At Work Act 1974 (and all subsequent HASWA Regulations) and the HSE's Guidance Note INDG163:(Rev 2), 06/2006 "Five Steps to Risk Assessment" plus our Professional Health and Safety Advisor's document "Risk Assessment Made Easy" as :

- Look for the hazards
- Decide who might be harmed and how
- Evaluate the risks and decide what control measures are required
- Record the findings
- Review the assessment and revise it if necessary

For a contract such as this, we separately assess health and safety, COSHH and the Environment. The site-specific assessments are located within the site managers file and are made site specific by the site supervisor for the particular work activity being carried out and to the substances to be used on the site this will be recorded on the task specific **Safe plan of action which will be completed daily as a minimum requirement.**

RISK ASSESSMENT – PART A		
Site Location	**Date of Assessment**	**Assessed by**
Ashcroft House Bungalows	28-05-2024	Karl Larcombe
Description of Work Assessed	Demolition works at Ashcroft House	

Risk Assessment #	*Activity with risk element*	*Version*
RA 004	Demolition Arisings Falling into Adjacent Live Areas	001
RA 007	Dust	001
RA 011	Fire	001
RA 012	Fitting Hydraulic Attachments	001
RA 013	Fuel-Hydraulic Oil leak or Spillage	001
RA 014	General Lifting Operations	001
RA 020	Loading-Unloading Roll on-off Skip	001
RA 021	Manual Handling	001
RA 022	Noise	001
RA 025	Refueling Plant & Equipment	001
RA 028	Statutory Services Being Live	001
RA 031	Slips, Trips and Falls	001
RA 037	Traffic Management	001
RA 039	Use of 360 Excavator	001
RA 046	Use of Hand-held power tools	001
RA 052	Use of Non-powered Hand Tools	001
RA 056	Vehicle Access and Egress	001
RA 017	HAV's	001
RA 051	Use of Mobile Scaffold Towers	001
RA 032	Soft Strip Material Removal	001

Risk Matrix – To be used to determine the degree of risk for each hazard i.e. 'how severe and how likely'					
	Severity of Harm				
Probability of Harm	1 = Minor	2 = Moderate	3 = Serious	4 = Major	5 = Catastrophic
1 = Improbable	Low Risk	Low Risk	Low Risk	Low Risk	Low Risk
2 = Remote	Low Risk	Low Risk	Medium Risk	Medium Risk	Medium Risk
3 = Possible	Low Risk	Medium Risk	Medium Risk	Medium Risk	High Risk
4 = Probable	Low Risk	Medium Risk	Medium Risk	High Risk	High Risk
5 = Likely	Low Risk	Medium Risk	High Risk	High Risk	High Risk

Probability Classification (P)	Severity Classification (S)	Degree of Risk (PxS)
0 = Impossible	0 = No injury / effect	0 = No risk
1 = Improbable – Very low probability of such an event occurring.	**1 = Minor** – Minor accident, resulting in no injuries or lost time, little or no damage to property or the environment.	**1 to 5 = Low Risk** – ensures controls are adhered to and activity need not alter
2 = Remote – Would rarely occur.	**2 = Moderate** – Potential injury necessitating less than 3 days off work, damage to property or the environment requiring remedial work.	**6 to 12 = Medium Risk** – tolerable, but efforts should be made to reduce the risk where cost effective and reasonably practicable.
3 = Possible – May occur on occasions.	**3 = Serious** – Accident reportable under RIDDOR 95, serious damage to property or the environment.	
4 = Probable – Could occur frequently.	**4 = Major** – Accident resulting in serious or permanent injury, major or permanent damage to property or the environment.	**13-25 = High Risk** – Unacceptable except in extraordinary circumstances, all control measures must be taken regardless of cost.
5 = Likely – Very likely to happen unless activity prevented.	**5 = Catastrophic** – Accident resulting in death or severe disablement, destruction of property, irreversible damage to the environment.	

When the relevant controls are implemented, the subsequent risk should be reduced to the acceptable level.

The equipment mentioned in the risk assessments adhere to the current British Standards for P.P.E. as follows:

HEAD PROTECTION

BS EN 397: Specification for industrial safety helmets.

EYE PROTECTION

BS EN 166: Specification for personal eye protection.
BS EN 169: Specification for filters used in eye protection for welding etc.
prEN 175: Equipment for eye & face protection during welding/allied processes.

EAR PROTECTION

BS EN 352-1: Specification for earmuffs.
BS EN 352-2: Specification for earplugs.
prEN 352-3: Specification for earmuffs attached to safety helmets.
prEN 352-4: Specification for level-dependent earmuffs.
BS EN 458: Selection, use, care & maintenance of hearing protectors.

RESPIRATORY PROTECTION

BS EN 136: Full face masks.
BS EN 137: Self-contained open-circuit compressed air.
BS EN 140: Half masks & quarter masks.
BS EN 149: Filtering half-masks against particles.

HAND PROTECTION

BS EN 420: General requirements for gloves.
BS EN 374: Protective gloves against chemicals/ micro-organisms.
BS EN 388: Protective gloves against mechanical risks (abrasion, cutting, etc).
BS EN 407: Protective gloves against thermal risk (heat &/or fire).
prEN 12477: Protective gloves for welders.

GENERAL PROTECTION

BS ENV 343: Protection against foul weather.

HEAT & FLAME PROTECTION

BS EN 470-1: Protection clothing for use in welding, grinding and cutting.

CHEMICAL PROTECTION

BS EN 7184: Selection, use and maintenance of chemical protective clothing.

FOOT PROTECTION

BS EN 345: Specification for safety footwear for professional use

Activity	Demolition arisings falling into adjacent 'live' areas		
1. Hazards		**2. At Risk Groups**	
Falling objects	Unauthorised access	M&M Demolition Employees	Contractors
Work at height		Visitors	Members of the public
Collapse of structure		Young Persons	~~Vulnerable groups~~
Being struck by plant		Migrant workers	

3. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**5**	**High**

4. Control Measures

- An exclusion zone shall be set up around the demolition area in accordance with BS6187 2011, which shall consist of:
  - Plant Area
  - Designed Drop Area
  - Predicted Debris Area
  - Buffer Area
- All exclusion zone access points shall be controlled and will be secured to prevent unauthorised access out of hours.
- Prior to demolition commencing a structural survey shall be undertaken by a competent person and temporary works provided as required i.e. propping
- Where necessary a scaffold shall be erected to allow access/egress and to prevent demolition arisings from falling out of the demolition zone.
- All scaffold shall be sheeted with Monoflex.
- Any chutes required for the removal of arisings shall be enclosed/controlled.
- A permit to demolish shall be obtained/issued prior o demolition commencing
- The building shall be demolished in a controlled manner as set out in the SSoW.
- Only trained/competent machine/plant operators shall be used to undertake the works.
- A competent banksman shall direct the machine/plant during works
- In the event that demolition by mechanical means is not practical controlled demolition by hand should be considered.
- All operatives shall be issued with and wear PPE appropriate to the task.
- Suitable and sufficient warning signage shall be put in place.
- The site shall be secured by a structurally designed hoarding with warning notices, describing the hazards contained within, displayed upon it.
- Designated access routes shall be provided for personnel
- Access/egress routes shall be included at induction and updated at daily task briefings as required.

4a. Additional Site Specific Controls / Information

5. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

6. Further Guidance

BS EN 6187-Code of Practice for Demolition	M&M Demolition Work at Height Risk Assessment

Reviewed on site by:		**Review Date:**	

Activity	Dust		
7. Hazards		**8. At Risk Groups**	
Dust	Eye irritation	M&M Demolition Employees	Contractors
Cross area contamination		Visitors	Members of the public
Systemic illness		Young Persons	Vulnerable groups
Silicosis		Migrant workers	

9. Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	4	4	High

10. Control Measures

- So far as is reasonably practicable work methods which limit the production of dust shall be implemented.
- Dust level monitoring shall be carried out throughout site especially at the site perimeter and records kept of this.
- So far as is reasonably practicable dust shall be kept below the Workplace Exposure Limit (WEL) of 0.3 mg/m³ over a Time Weighted Average (TWA) of 8 hours.
- Where possible natural or forced ventilation should be used, however in the event that neither of these measures is practicable a Local Exhaust Ventilation (LEV) system should be considered.
- An appropriate means of dust suppression shall be used.
- Operatives will be given regular health screening, which shall include lung function tests
- Operatives shall be given a toolbox Talk on silicosis
- Operatives shall be supplied with appropriate eye protection and respiratory protection equipment (RPE).
- Operatives shall be face fitted for and trained in the use of appropriate RPE.
- Clean well maintained welfare facilities shall be provided, which shall include showers for dusty works.
- So far as is reasonably practicable hand held tools/equipment shall be fitted with dust capture systems.
- Where this is found not to be practicable works shall be suspended until such time as a suitable wet cutting method can be employed.
- Waste materials shall be removed on a regular basis to prevent dust-spread.
- High dust producing activities i.e. demolition, shall be limited during periods of high wind.

4a. Additional Site Specific Controls / Information

11. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	1	4	Low

12. Further Guidance

CIS36 – Construction Dust Revision 2 HSG53 – Respiratory equipment at work HSG150 – Health and safety in construction	EH44 - Dust in the workplace

Reviewed on site by:		Review Date:	

Activity	Fire		
13. Hazards		**14. At Risk Groups**	
Fire	Heat	M&M Demolition Employees	Contractors
Smoke/Fumes/Toxic Gases	Explosion	Visitors	Members of the public
Uncontrolled spread		Young Persons	Vulnerable groups
		Migrant workers	
15.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**5**	**High**

16. Control Measures

- A site specific Fire Risk Assessment shall be carried out by a competent person.
- Fire Marshals shall be appointed, trained, and information displayed.
- Emergency procedure information shall be briefed out at induction and displayed around site.
- Suitable means of raising alarm shall be installed on site with information on how/when to use it.
- Ensure fire alarm can be heard over ambient noise.
- Suitable means of extinguishing a fire shall be provided across site, on all access points and in areas of increased risk.
- All equipment provided in the interest of fire safety shall NOT be tampered with or misused.
- Fire Drill to be conducted by management periodically, or when changes to welfare/site have occurred prompting a re-assessment of emergency site evacuation.
- A Fire Assembly Point shall be designated, marked with signage, and communicated to everyone on site.
- All Hot Work to be controlled using a Permit to Work system.
- Ensure Hot Works have finished 1 hour before the site closes.
- A designated smoking area to be established, and adhered to.
- A good standard of housekeeping to be maintained across site.
- Bonfires, and other uncontrolled fires are NOT permitted on site.
- Segregated storage for flammable substances shall be provided and controlled.
- COSHH Assessments for all flammable substances to be completed on site.
- All emergency exit routes to be adequately lit, signed, and kept clear of debris.
- Provisions should be made for the evacuation of vulnerable persons in the event of a fire.
- So far as reasonably practicable consideration shall be given to the compartmentation of works areas.
- Electrical appliances to be adequately tested and maintained.
- Reduce the amount of flammable substances stored on site to as little as practicably possible.

4a. Additional Site Specific Controls / Information

17. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

18. Further Guidance

- COSHH Assessments for Flammable Substances. - The Regulatory Reform (Fire Safety) Order 2005 - DSEAR 2002	- HSE Fire Safety in Construction HSG 168 - M&M Demolition Site Emergency Fire Plan

Reviewed on site by:		**Review Date:**	

Activity	Fitting of Hydraulic attachments to Excavators		
19. Hazards		**20. At Risk Groups**	
Contact with Moving Parts	Slips	M&M Demolition Employees	Contractors
Exposure to Hydraulic Oil	Dermatitis	~~Visitors~~	~~Members of the public~~
Manuel Handling	High Pressure ejection	~~Young Persons~~	~~Vulnerable groups~~
Burst Pipe	Damage to equipment	Migrant workers	
21.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**4**	**Medium**

22. Control Measures

- Only trained/competent operatives shall change attachments.
- Operatives involved in the task shall be briefed on the SSOW prior to starting work.
- The appropriate PPE required to undertake the task safely shall be worn by all operatives involved.
- Operatives shall NOT work under moving excavator parts at all times.
- Newest technology to be used so are as reasonably practicable.
- Operatives shall be briefed on the COSHH Assessment for Hydraulic Oil, and any other substances such as grease that they may come into contact with during the task.
- Excavators are to be turned off, with keys out while task as being carried out, and not to be turned on unless instructed to be the fitter.
- Any damage to be reported to management immediately and documented on the daily inspection sheet.
- Spill kit and drip tray to be provided during the change to capture any fluid likely to be spilt.
- Oil quick coupler systems fitted.
- Attachments to be stored in a suitable location, easily accessible by machinery with sufficient space to perform the change.

4a. Additional Site Specific Controls / Information

23. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**3**	**Low**

24. Further Guidance

- COSHH Assessment 'E019 Hydraulic Oil' - COSHH Assessment 'E026 Grease' - Risk Assessment Fuel/Hydraulic Oil leak or spill' - EH40: Workplace Exposure Limits	- Demolition NFDC Attachment Guidance Note - Manufactures Guidance/Manuel - Environment Agency Pollution Prevention Guidance - Pressure Equipment Regulations 1999

Reviewed on site by:		**Review Date:**	

Activity	Fuel/Hydraulic Oil Leak or Spillage		
25. Hazards		**26. At Risk Groups**	
Exposure to Hydraulic Oil	Exposure to Fuel	M&M Demolition Employees	Contractors
Slips	Damaged surfaces	~~Visitors~~	~~Members of the public~~
Environmental damage	Equipment failure	Young Persons	~~Vulnerable groups~~
Fumes	Fire	Migrant workers	
27.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**4**	**High**

28. Control Measures

- All fuel bowsers provided on site shall be double bunded.
- Additional bund storage shall be provided for substances to stand in, which shall have to capacity to contain at least 110% of the substance in the event of either leak or spillage
- Spill kits, and plant nappies to be provide for use during refuelling, and readily available in the event of a leak.
- All spills shall be cleaned up as soon as is practicable and reported to management.
- Spill drills to be conducted at regular intervals.
- COSHH Assessments should be read and understood before substance brought on site or used.
- Appropriate PPE is to be worn when exposed to substances.
- Substances are to be segregated from sources of ignition.
- Do NOT eat, drink, or smoke when using the substances, wash hands thoroughly after use.
- Spill/Environmental incident drills to be carried out at regular intervals so far as reasonably practicable.
- Plant nappies to be placed under all static machinery.
- Suitable fire points to be established at relevant areas across site, and placed at locations were required.
- Rags used to wipe away drips or residue are to be discarded and not incinerated.
- Any defect discovered are to be reported to management and documented in the daily plant checks.
- All drivers shall be trained in the safe charging of their vehicles fuel tanks.
- Hot equipment/machinery to be allowed sufficient time to cool down before refuelling.
- Pouring funnels to be used when manually pouring inserting substance.

4a. Additional Site Specific Controls / Information

29. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**3**	**Low**

30. Further Guidance

- Relevant COSHH Assessments for substances. - HSG191 Emergency Planning for Major Accidents. - EH40: Workplace Exposure Limits	- Environment Agency Pollution Prevention Guidance - HSE: Emergency response / spill control

Reviewed on site by:		**Review Date:**	

Activity	General Lifting Operations

31. Hazards		32. At Risk Groups	
Unsecured load		M&M Demolition Employees	Contractors
Faulty lifting equipment		Visitors	Members of the public
Falling Objects		Young Persons	~~Vulnerable groups~~
Persons/vehicles or buildings being struck by moving or swinging loads		Migrant workers	

33.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	4	5	High

34. Control Measures

- A suitable & sufficient lift plan shall be written by a competent Appointed Person prior to lift
- Appropriate supervision shall be in place prior to lift commencing.
- All loads shall be secured by a competent 'Slinger/Signaller'
- All lifts shall be under to control of a competent lift supervisor
- The Lift Supervisor shall have a hand held anemometer to measure wind speeds
- 'Slinger/Signaller' shall be in radio contact with the crane operator and lift supervisor at all times.
- All lifting equipment shall be marked with a unique ID number & Safe Working Load (SWL)
- All lifting equipment shall have a Certificate of Thorough Examination & shall be inspected at regular intervals by a competent person as required under LOLER 1998:
  - General lifting equipment - every 12 months
  - Equipment for lifting persons - every 6 months
  - Lifting accessories - every 6 months
- A visual inspection shall be carried out of all lifting equipment prior to each use.
- An exclusion zone shall be set up below the lift area & under no circumstances shall work take place under suspended loads.
- Lifts to be carried out on level ground with correct load radius.
- Lifting accessories to be free from defect.
- A safe, designated area to lift and land equipment.
- Only trained, competent operatives to be involved in lifting.
- The load should be lifted vertically.
- Correct lifting equipment to be used for lifting operations.
- No lifts to be carried out in adverse weather conditions, including heavy rain, high winds or poor visibility.
- The load path should be free from obstacles or obstructions.
- Lifts not to be taken near overhead services.
- Good communication between all operatives, via radios, correct hand signals and good visibility.
- Grab lines to be attached to load to assist in the prevention of swing and sway.
- Correct crane to be used for item being lifted.
- The distance of the object from the crane should be taken into consideration to avoid over burdening the equipment or reduce efficiency.
- Upon delivery/receipt of good to be lifted, they should be checked thoroughly to ensure that they can be lifted safely.
- All goods delivered to site should be requested to be packaged suitable for a crane lift where possible.

4a. Additional Site Specific Controls / Information

35. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	2	5	Medium

36. Further Guidance

LOLER Regulations 1998
http://www.hse.gov.uk/pUbns/indg290.pdf
http://www.hse.gov.uk/work-equipment-machinery/loler.htm
http://www.hse.gov.uk/construction/lwit/assets/downloads/lifting-operations.pdf
On site method statement, lifting plans and other specific documentations.

http://www.hse.gov.uk/safemaintenance/lifting-operations.htm
http://www.hse.gov.uk/work-equipment-machinery/planning-organising-lifting-operations.htm
M&M Demolition Guidance 80 - Lifting Operations and Lifting Equipment (LOLER)

Reviewed on site by:		Review Date:	

Activity	Loading/unloading roll on/off skips

37. Hazards		38. At Risk Groups	
Vehicle overturning		M&M Demolition Employees	Contractors
Contact with overhead services	Debris falling onto the public highway during transit.	Visitors	Members of the public
Falling objects		Young Persons	~~Vulnerable groups~~
Lifting equipment failure		Migrant workers	

39.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	4	5	High

40. Control Measures

- A clear work area which is the total length of the vehicle and skip, plus a further 3 metres shall be provided.
- The loading/unloading area, where ever possible and as far as reasonably practicable be flat. However, if this cannot be achieved the horizontal gradient shall not exceed 5 degrees.
- Skips should be positioned away from any over-head services
- All loads shall be levelled prior to recovery.
- All loads are to be sheeted/netted prior to recovery unless the recovery vehicle is fitted with a self-sheeting/netting system in which case it must be covered prior to leaving site and entering a public highway.
- All operatives involved to wear appropriate PPE
- Trained and competent banksman to be present throughout the operation.
- If the vehicle is required to reverse to deposit or remove the skip in the designated area then a banksman will control the vehicle movements at all times whilst on site.
- Prior and during loading and unloading of the skip, an exclusion zone is to be set up to avoid entrapment, crush and entanglement injuries with any of the equipment.
- Vehicles to be fitted with reversing cameras
- Vehicles to be fitted with audible warnings when reversing
- Vehicles to use designated traffic routes at all times.
- Lifting equipment to be checked regularly and as required to comply with LOLER regulations
- Faulty or damaged equipment to be repaired or retired and not used to perform any lifting or unloading.
- If a skip has an access ladder on the side, this is not to be used by operatives unless absolutely necessary.
- Operatives are not permitted to the access the rear of the lorry at any time. This includes climbing onto the back of it to assist in removal or replacement of sheeting.

4a. Additional Site Specific Controls / Information

41. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	1	4	Low

42. Further Guidance

- http://www.hse.gov.uk/pubns/waste06.pdf
- http://www.hse.gov.uk/foi/internalops/ocs/200-299/234_11.htm
- http://www.hse.gov.uk/food/roll-cages-wheeled-racks.htm

M&M Demolition Guidance 82 – Loading and unloading transporters

Reviewed on site by:		Review Date:	

Activity	Manual Handling

43. Hazards		44. At Risk Groups	
Load – Size/Weight	Poor technique	M&M Demolition Employees	Contractors
Environment – Lighting, walkways	Hazardous Content	~~Visitors~~	~~Members of the public~~
Route, distance,	Cuts, abrasions and soft tissue damage	Young Persons	~~Vulnerable groups~~
Slips, trips, falls,	Musculoskeletal injuries	Migrant workers	

45.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	3	3	Medium

46. Control Measures

- So far as is reasonably practicable the need for manual handling shall be eliminated & the task carried out by mechanical means.
- A manual handling assessment shall be carried out prior to the commencement of work taking into consideration: the task to be undertaken, the capability of the individual undertaking the task, the load that will be handled & the environment in which the task will be undertaken.
- Operatives shall be trained in the method of kinetic lifting
- Where possible, lifts by a single person should be kept within the recommended guidelines. Male 25Kgs, Female 15Kgs.
- Operatives shall wear appropriate PPE for the task.
- A good standard of housekeeping shall be maintained.
- Where possible, lifting operations should be carried out in pairs or more where mechanical means are not viable.
- The lift should be planned accordingly, outlining what is to be lifted, where it is to be lifted to and the route taken to get it there.
- Where ever possible, items that require lifting, should be placed in an area where there is little or no need to bend, twist, and stretch or over reach.
- The load should be assessed, ascertaining weather or not it is heavy, bulky or unwieldy, difficult to grasp, unstable or the contents within likely to shift, hot, sharp or dangerous.
- The individual should take into account their own ability, strength, height and build. Items should not be packaged so that the majority of the 'normal' workforce has to reply too heavily on the above mentioned factors.
- The route that is taken to transport the load should have smooth and even surfaces, be well lit and free from obstacles. This will be done by providing task specific lighting where natural lighting is not available. Designated walkways and route shall be set up to reduce the need to work on uneven surfaces.
- If the load requires pulling or pushing a sack barrow or manually operated pallet track shall be provided but must not be used on uneven surfaces.
- Loads should be carried close to core of the body
- Where ever possible, loads should be spilt up to reduce overall weight
- Carrying between levels should be avoided and the use of lifts/chutes should be used where ever possible.
- Loads must not be carried over head height

4a. Additional Site Specific Controls / Information

47. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	1	3	Low

48. Further Guidance

http://www.hse.gov.uk/msd/manualhandling.htm M&M Demolition Guidance 87 – Manual Handling	MAC Assessment

Reviewed on site by:		Review Date:	

Activity	Noise		
49. Hazards		**50. At Risk Groups**	
Hearing loss/damage	Inability to hear instructions and alarms	M&M Demolition Employees	Contractors
Tinnitus	Disorientation	Visitors	Members of the public
Headaches	Nuisance	Young Persons	Vulnerable groups
Nausea		Migrant workers	

51.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**3**	**Medium**

52. Control Measures

- Noise levels shall be assessed prior to work commencing.
- In the event that noise levels are above the higher exposure limit of 85dbA, where possible plant/machinery shall be placed inside an enclosure to reduce noise levels.
- In the event of noise levels being above the higher exposure limit of 85dbA & it is not reasonably practicable to enclose plant/machinery as above, exclusion zones shall be provided & hearing protective PPE shall be issued for all persons entering the work area.
- Where hearing protective PPE is required to be worn signage shall be put in place to enforce this & to warn persons that they are entering an area of high noise level exposure.
- Health surveillance shall be provided for all operatives who work continually in high noise areas.
- Noise level monitoring shall be carried out around the site perimeter and within the site boundary (if required).
- Placing loud machinery, a good distance away from operatives where possible.
- Limiting the amount of time that loud equipment is in use.
- Providing training and information to operatives who may encounter loud noise risk areas.
- Provision of PPE either in the form of ear defenders or in-ear plugs shall be available to operatives whilst on site.
- Isolating equipment in sound reduced or sound proofed areas where possible.
- Setting up screens and barriers to deflect sound away from working areas.
- Using absorption panels or walls where possible.
- Ensuring that equipment is securely fixed to prevent additional noise from vibration.
- Placing silencers on loud machinery or hiring machinery which has silencers preinstalled.
- Equipment shall be maintained at regular intervals to ensure compliance with section 60/61 requirements.
- Rotation of job role to limit exposure
- Provision of visual alarms or other visual indicators in high noise areas
- Welfare areas to be protected from noise.

4a. Additional Site Specific Controls / Information

53. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**3**	**Low**

54. Further Guidance

M&M Demolition guidance 93 – Noise at work http://www.hse.gov.uk/noise/ http://www.hse.gov.uk/vibration/hav/roadshow/al7.pdf	Section 60/61 Waveband analysis to ensure hearing protection in adequate in high noise zones.

Reviewed on site by:		**Review Date:**	

Activity	Refuelling plant/equipment

55. Hazards		56. At Risk Groups	
Ignition sources		M&M Demolition Employees	Contractors
Fuel Spillage		Visitors	Members of the public
Fuel Leak		Young Persons	~~Vulnerable groups~~
Contact with skin/eyes		Migrant workers	

57.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	3	4	Medium

58. Control Measures

- Refuelling shall be carried out only in designated areas, in the event that this is not possible care shall be taken to ensure that there are no nearby sources of ignition.
- Drip trays/plant nappies shall be used to prevent & reduce the environmental impact of spills.
- Any spillage shall be reported, recorded & cleaned up immediately.
- All operatives involved in the operation shall wear the appropriate PPE.
- Plant/machinery drivers shall be trained/competent in how to refuel their vehicle in a safe manner.
- Spill kits shall be situated at designated refuelling areas & at convenient points throughout site.
- Fuel containers and bunds shall be stored away from routes with high vehicle activity to reduce the risk of impact and subsequent spillage.
- If fuels require transportation from the container to the plant or equipment the route should be suitable and sufficient to avoid trips and subsequent spillage.
- Containers should be placed away from sources of heat and ignition.
- Disposable gloves shall be made available so that general gloves provided for PPE do not ‘soak’ up fuel or contaminant.
- When the container/bund is refuelled by a truck or tanker it should be done so under supervision of a competent operative and guided into and out of site by a traffic marshal.
- LPG cylinders shall be stored in the appropriate manner and locked away until required.
- Empty fuel containers shall be removed and disposed of as required.
- Re-fuelling should be carried out on level ground
- The relevant COSHH assessment should be briefed out accordingly.

4a. Additional Site Specific Controls / Information

59. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	1	4	Low

60. Further Guidance

http://www.hse.gov.uk/pubns/indg216.htm
M&M Demolition Guidance – 81 – Liquefied petroleum gases

Reviewed on site by:		Review Date:	

Activity	Statutory Services Being Live		
61. Hazards		**62. At Risk Groups**	
Striking buried services	Excavation collapse	M&M Demolition Employees	Contractors
Electricity	Confined space working	Visitors	Members of the public
Gas	Fire/explosion	~~Young Persons~~	~~Vulnerable groups~~
High Pressure water	Asphyxiation/drowning	Migrant workers	

63.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	5	5	High

64. Control Measures

- Records of disconnection/certificates of isolation shall be obtained from the service provider/client.
- So far as is reasonably practicable PHYSICAL PROOF OF DISCONNECTION SHALL BY OBTAINED.
- In the event that the above is not possible a survey shall be carried out by a competent person using appropriate survey tools and equipment, i.e. Cat and Genny
- Service plan drawings shall be obtained, referenced and all live services shall be marked on site
- The location and type of services shall be included at induction and daily task briefings
- In the event that uncharted underground services are discovered by a survey, trial holes shall be dug to expose and ascertain if there is evidence of any other services present.
- All uncharted services shall be treated as being live until such time as contact has been made with the service provider and they have been confirmed dead by a competent person.
- The location of any uncharted services discovered shall be recorded and marked on site using the most appropriate method.
- All activities which involve working in close proximity to live services shall be controlled under a permit to work system and under no circumstances will works be undertaken prior to the required permit being issued.
- In the event that it is essential to continue working in an area where uncharted live services have been discovered, so far as is reasonably practicable, the service provider shall be contacted and arrangements made for the services to be made dead.
- In the event that this is found not to be reasonably practicable, a safe system of work shall be developed, identifying the hazards that are likely to be encountered during the work by making a suitable and sufficient task specific assessment of the risks posed by those hazards. Clear information on the type, location and status of services, the tools, equipment and working practices that will be required to avoid damaging the services shall be provided.
- In the event that there are services running between buildings a survey by a competent person shall be undertaken to confirm that all service connections between buildings have been severed and isolated prior to demolition works commencing.
- Exposed services shall be protected from vibration, the elements, falling materials and ingress of water by use of suitable means.
- In the event of a service strike the immediate area shall be evacuated of all personnel, the relevant service provider, local authority and if necessary emergency services notified immediately.

4a. Additional Site Specific Controls / Information

65. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	1	5	Low

66. Further Guidance

HSG47 - Avoiding Danger from Underground Services.

Reviewed on site by:		Review Date:	

Activity	Slips, trips and falls due to housekeeping/lack of walkways		
67. Hazards		**68. At Risk Groups**	
Uneven surfaces	Breaks,	M&M Demolition Employees	Contractors
Inadequate lighting	Soft tissue damage	Visitors	~~Members of the public~~
Changes in level	Cuts, abrasions	Young Persons	~~Vulnerable groups~~
		Migrant workers	

69.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**3**	**Medium**

70. Control Measures

- A good standard of housekeeping shall be maintained throughout site.
- So far as is reasonably practicable uneven floor & ground areas shall be eliminated.
- All access/egress routes shall remain clear of obstruction at all times.
- Adequate lighting shall be provided for access/egress routes either in the form of natural light of task specific lighting.
- Edge protection shall be provided
- Information/safety signage shall be provided.
- Equipment for the cleaning of muddy footwear shall be provided in the form of boot clean stations, water, brooms and fixed brooms on metal grating.
- All spills shall be cleaned up immediately.
- Icy surfaces/pathways shall be treated with rock salt.
- Walkways are to be segregated/highlighted where possible to ensure that they are not obstructed by items that may cause a trip hazard.
- The contamination of walkways will be avoided by supplying bunds around equipment and fuel containers/Designated waste storage areas.
- Where ever possible dry methods will be used to clean floors, where not possible they will be dried as much as possible and suitable signage put in place warning of slipping hazard.
- During wet weather, cleaning regimes will be increased to ensure floors remain suitable.
- Any loose/protruding items shall be removed or fixed down to prevent any tripping hazards.
- Differences in walkways, low steps or edging shall be highlighted where required with spray paint/line marker
- Use of sky hooks to run cables where possible or running them around boarders or under cable covers and mats.
- Gradients in floor levels to be highlighted where it is not possible to level them.
- PPE footwear to have ankle support, fit correctly and be tied properly and be in good condition with sufficient grip.

4a. Additional Site Specific Controls / Information

71. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**3**	**Low**

72. Further Guidance

M&M Demolition Guidance – Including site waste management and housekeeping. http://www.hse.gov.uk/slips/	

Reviewed on site by:		**Review Date:**	

Activity	Traffic Management		
73. Hazards		**74. At Risk Groups**	
Collision–Pedestrians/Vehicles	Cyclists	M&M Demolition Employees	Contractors
Faulty vehicles	Diversions	Visitors	Members of the public
Route changes due to site requirements	Road Traffic Incidents	Young Persons	Vulnerable groups
Excavations & uneven ground	Exhaust fumes	Migrant workers	
Lack of segregation	Debris on the road		
Collision with fixed objects	Obstructions/obstacles on walkways, forcing pedestrians into traffic routes		

75.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**5**	**High**

76. Control Measures

- Gates/Barriers shall be erected to control entry onto site and the procedure for obtaining entry shall be displayed.
- An appropriate speed limit of a maximum of 10mph shall be set for the site and adhered to at all times.
- Where ever possible, the need for reversing shall be eliminated by the provision of a turning circle or the introduction of a trained and competent banksman.
- Designated areas for loading and unloading shall be provided.
- Blind spots should be eliminated by the provision of convex and concave mirrors.
- Routes for pedestrians and traffic shall be segregated.
- Signage shall be erected to warn and instruct users of traffic routes.
- All persons shall be provided with information regarding traffic routes at the point of induction.
- All vehicles shall be fitted with flashing amber warning beacons and reverse warning systems
- All vehicle and plant checks shall be carried out and maintenance schedules adhered to.
- The site traffic management plan shall be displayed throughout site.
- Any changes or activities which will affect which will affect traffic routes shall be covered in the daily, pre work briefing.
- Edge protection, including stop blocks shall be provided alongside any excavation, bodies of water or close to pedestrian routes.
- An exclusion zone shall be provided around any work area in which plant/equipment slews.
- All temporary structures shall be protected from collision
- Where necessary, a wheel wash system and/or road sweeper shall be employed to prevent contamination of the public highways.
- Traffic marshals shall be employed to control vehicle access/egress
- Traffic routes should be clearly identifiable and areas where cross over between vehicles and pedestrians is likely, gates/barriers should be set up with warning signs alerting users to the hazards.
- PPE is to be worn at all times whilst on site so that they can be clearly identified by drivers and plant/equipment operators
- If operatives need to pass plant or machinery, they should make themselves known to the operator who will inform them when it is safe to pass.
- Vehicles should be fitted with a 'Deadman' switch.
- A traffic management plan is required and is also required to be briefed out to the operatives.
- Site working house should be strictly adhered to
- No parking in residents' bays is permitted at any time
- Sufficient lighting shall be used at all times, either natural or task specific
- Good road conditions to be maintained where possible, drains and pot holes to be avoided.

4a. Additional Site Specific Controls / Information

77. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

78. Further Guidance

Hse.gov.uk/workplacetransport/trafficmanagement.htm Hse.gov.uk/construction/safetytopics/ Hse.gov.uk/workplacetransport/separating.htm	Hse.gov.uk/workplacetransport/checklist/section2.htm Hse.gov.uk/workplacetransport/trafficroutes.htm Traffic management plan

Reviewed on site by:		**Review Date:**	

Activity	Use of 360 Excavator		
79. Hazards		**80. At Risk Groups**	
Sticking Underground Services	Fumes	M&M Demolition Employees	Contractors
Overhead Service contact	Collision	~~Visitors~~	~~Members of the public~~
Falling/injected materials	Excavator overturning	~~Young Persons~~	~~Vulnerable groups~~
Burst/Leaking hydraulic hoses	Access/Egress	Migrant workers	

81. Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	3	5	High

82. Control Measures

- Excavator operators shall be trained and competent to CPCS standard or equivalent.
- Excavator shall be checked/maintained/serviced by a competent person at regular intervals as per regulation.
- Excavators shall be marked with a unique ID number and safe working load (SWL)
- Excavator shall have Certificate of Thorough Examination and shall be inspected at regular intervals by a competent person as required under LOLER 1998.
- Refer to Lifting Operations Risk Assessments to see details for plant lifts.
- Operator shall carry out daily inspections using the M&M Demolition Daily Plant Checks Document to accurately reflect the condition of the excavator. Any defects are to be reported to management immediately.
- Spill kit and plant nappies to be used when refuelling, and in the event of a spillage.
- Attachment pins are to be used at all times, and under no circumstances are they to be replaced with re-bar.
- Excavators shall be inspected weekly by a competent person as required under PUWER 1998.
- Excavators shall be fitted with an amber flashing beacon and a reversing warning system.
- Operators shall use the seat belt restraint provided and any other device fitted for the provision of safe operation. Excavator to be operated a ground level as flat as reasonably practicable.
- A trained banksmen shall be provided to oversee all excavations works and complicated manoeuvres.
- Under no circumstances shall passengers be carried. Operators shall observe site speed limit at all times.
- Mirrors or CCTV shall be provided to allow the excavator operator to have 360-degree vision.
- A CAT scan shall be carried out of the area to be excavated prior to work commencing.
- Dust suppression systems to be utilized during works.
- Under no circumstances is a load to be left elevated.
- Under no circumstances are operatives to work under an elevated load, or within close proximity to the excavator without the drivers and banksman's knowledge.
- Operators are to ensure all pedestrians are at a safe distance/location before commencing work.
- The excavator operating area is to display warning signs and an exclusion zone of the demolition area.
- Stop blocks are to be provided when operating near deep excavations.
- Operators to ensure excavators are left in a position that allows for their safe access/egress to the excavator. With operators to wear mandatory site PPE during transit to and from the excavator.
- Suitable lighting for work areas/traffic routes and plant headlights to be operational.
- Edge protection on the back of excavators to be suitable and well maintained.
- Ground conditions/floor loading to be assessed before use of excavator.
- Additional site specific controls to be completed for use of 360 Mini-Excavator.

4a. Additional Site Specific Controls / Information

83. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	2	4	Medium

84. Further Guidance

Manufactures manual/guidance PUWER / LOLER SSOW for the task	Relevant COSHH Assessments Traffic Management Plan HSG144 – Safe Use of Vehicles on Construction Sites

Reviewed on site by:		Review Date:	

Activity	Use of Hand Held Powered Tools		
85. Hazards		**86. At Risk Groups**	
Electricity / Fuel	Operative error	M&M Demolition Employees	Contractors
Faulty Tools/Equipment	Manuel Handling	~~Visitors~~	~~Members of the public~~
Contact with moving parts	Ejected Particles	~~Young Persons~~	~~Vulnerable groups~~
Noise/Vibration	Sharp blades	Migrant workers	
87.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**5**	**High**

88. Control Measures

- Operatives shall be trained/competent in the use of the tool required.
- Work area is to be clean/tidy before work commences and shall be free of obstacles/trip hazards.
- Electrically powered tools shall not be exposed to rain or used in wet/damp surroundings unless they are designed and protected for this purpose.
- Electrically powered tools shall not be used in the vicinity of combustible fluids, dusts or gases unless they are specially protected and certified for the use in these areas.
- Operatives shall select the correct tool for the task that they intend to perform and refrain from overloading tools.
- Appropriate PPE for the task shall be worn.
- Ensure all cables are sufficiently managed to eliminate trip hazards as far as reasonably practicable.
- Operatives shall not overreach the work area, shall avoid abnormal body postures and maintain proper balance at all times.
- Power plug to be disconnected when the tool is not in use, before servicing and when changing blades.
- Tools shall be kept clean, in good working order and adequately stored when not in use.
- Tools are to be inspected once a week using the M&M Demolition PUWER Register Document by a competent person.
- Operatives are to be visually inspect tools for damage before use.
- Any defects are to be reported to management immediately and recorded on inspection sheets.
- Tools are to be regularly PAT Tested by a competent person at a practicable interval.
- All electrical tools are to be powered using the least amount of voltage practicable i.e. 110v
- Working hours are to be recorded on to a Hand Arm Vibration register as required
- Under no circumstances are vibration exposure limits to be exceeded.
- In inclement weather or severe cold, operations should not be undertaken.
- Job rotation is to be implemented to reduce vibration exposure.
- Refer to M&M Demolition HAVS risk assessment for further guidance
- Safety functions and protective guards are to be working properly and suitably adjusted prior to work commencing.
- All tools to be fitted with the appropriate safety features, and are set to the correct adjustment accordingly by the user before use.
- Operatives are not to intentionally miss-use or tamper with anything provided for the provision of health and safety.
- Ensure tools are sufficiently cool before refuelling.
- Ensure spill kit and plant nappies are used during refuelling.
- Ensure COSHH Assessment for all substances is completed and understood.

4a. Additional Site Specific Controls / Information

89. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

90. Further Guidance

Reviewed on site by:		**Review Date:**	

Activity	Use of Non-Powered Hand Tools		
91. Hazards		**92. At Risk Groups**	
Flying/Falling materials	Sharpe edges/blades	M&M Demolition Employees	Contractors
Damaged or fault equipment	Dust	~~Visitors~~	~~Members of the public~~
Drawing in/Moving parts	Manuel Handling	Young Persons	Vulnerable groups
		Migrant workers	
93.Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**3**	**Medium**

94. Control Measures

- So far as reasonably practicable mechanical means shall be used to carry out the task.
- Operatives shall ensure the correct tool for the task is selected.
- The selected tool shall be in good working order and sufficient to carry out the task.
- Operatives shall be trained in the use of the selected tool and competent to carry out the task.
- Operatives shall wear the appropriate PPE for the task.
- Where necessary operatives shall be supervised by a competent person.
- The work area shall be suitably free of debris/trip hazards before, during and after work has finished.
- Equipment that is discovered to be faulty is to be reported to management, and removed from use.
- All tools to be fitted with the appropriate safety feature and set to the correct adjustment accordingly by the user before use.
- The user is to ensure all safety features are working correctly before use.
- HAVS register to be completed when using tools which create vibration.
- Non-spark tools to be used were required.
- Operatives shall NOT deliberately miss-use equipment, or tamper with any mechanism provided for safety.
- Dust suppression systems to be utilized were possible, and ensure sufficient ventilation is provided.
- Operatives to have sufficient awareness of potential hazards such as asbestos and lead coatings.
- All tool operations shall be planned before undertaking the task to ensure live services are not struck or hazards substances disturbed.

4a. Additional Site Specific Controls / Information

95. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**2**	**Low**

96. Further Guidance

- COSHH Assessments for relevant substances	- Manufactures Guidance/Manuel
- M&M Demolition RA17: HAVS	- Provision Use Work Equipment Regs 1998
- ACOP L22 Safe Use of Work Equipment	- PPE Regulations

Reviewed on site by:		**Review Date:**	

Activity	Vehicle Access/Egress		
97. Hazards		**98. At Risk Groups**	
Collision with persons	Excavations	M&M Demolition Employees	Contractors
Collision with vehicle/plant	Fumes	Visitors	Members of the public
Collision with stationary object	Interface with Public	Young Persons	Vulnerable groups
Collision with structure	Reversing vehicles	Migrant workers	
Working on public highway	Cyclists		

99.Risk Rating (Before controls)	Likelihood	Severity	Risk Level
	4	5	High

100. Control Measures

- A suitable and sufficient traffic management plan shall be developed which shall include provision for cyclists
- All vehicles shall be FORS compliant
- Suitable and sufficient access/egress points to and from the public highway for vehicles shall be provided.
- Vehicle access/egress points shall be under control of traffic marshals at all times.
- CCTV shall be provided at vehicle access/egress points.
- Vehicles shall not be allowed to queue on site and shall be kept at an offsite holding point prior to entry
- Waiting vehicles will switch off their engines and under no circumstances will idling be allowed
- Vehicles shall be booked in with site management prior to arriving at site and under no circumstances will vehicles be allowed access if they turn up without giving prior notice
- Traffic marshals shall be trained/competent in their duties.
- Traffic marshals shall be provided with orange high visibility clothing
- Traffic marshals shall be issued with whistles and torches
- The need to reverse vehicles shall be minimised
- Physical barriers and hold points shall be established to prevent pedestrian access
- Signage shall be put in place to warn pedestrians/road users of works and any traffic controls ahead
- The local authority shall be consulted with regard to minimising vehicle movements during times of high volumes of traffic being on the public highway.
- In the event that a road closure is found to be necessary to facilitate safe vehicle access/egress the local authority shall be consulted and the required permits obtained
- In the event that the site is in close vicinity to a school, vehicle movements shall be minimised/prohibited during school drop off times.
- Where necessary a wheel wash system or road sweeper shall be employed to prevent contamination of the public highway.
- All loads shall be secured and tippers sheeted prior to leaving site
- Vehicles emerging from site onto the public highway shall obey the designated speed limit at all times.

4a. Additional Site Specific Controls / Information

101. Risk Rating (with controls)	Likelihood	Severity	Risk Level
	2	5	Medium

102. Further Guidance

HSG144 – The Safe Use of Vehicles on Construction Sites	New Roads and Street works Act 1991 Safety at Street works and Road Works

Reviewed on site by:		Review Date:	

Activity	Tasks which may cause Hand Arm vibration Syndrome		
103. Hazards		**104. At Risk Groups**	
Damage to Structures	Noise	M&M Demolition Employees	Contractors
Vibration health issues	Dust	~~Visitors~~	~~Members of the public~~
		~~Young Persons~~	~~Vulnerable groups~~
		Migrant workers	
105. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**5**	**High**

106. Control Measures

- The task shall be planned accordingly, with the SSOW briefed out to all operatives involved in the task.
- Equipment with the lowest vibration output to be selected for use so far as reasonably practicable.
- Equipment to be used in accordance with the manufacture's instructions.
- Equipment to be maintained and inspected by a competent person at regular intervals.
- Any defects to be reported to management and documented in the PUWER register.
- Only trained, and competent operatives to operate vibration producing equipment.
- Operatives shall wear the appropriate PPE for the task.
- HAVS monitoring shall be carried out, the vibration exposure per operative shall be restricted to as little as possible and NOT exceed the daily exposure limit value of 5m/s squared per 8hr working period.
- Aim to keep below 2.5m/s as far as reasonably practicable.
- HAVS monitoring records to be kept in the HAVS record folder and made available on request.
- Health surveillance to be carried out by Occupational Health nurse to identify those operatives who are approaching or exceed stage one on the Stockholm scale.
- Ensure side handles are fitted correctly to tools.
- Ensure cutting edges/tips are sharp.
- Use anti-vibration gloves were practicable.
- Do NOT grip the tool to hard.
- Report any ill health to management immediately.
- This type of activity should be restricted and avoided were possible.
- Should not be carried out during extreme cold or inclement weather.
- Regular job rotation system should be managed.
- Regular breaks to be scheduled with provision of providing suitable heating.
- Persons under 18 or with existing health issues are not permitted to use HAVS tools.

4a. Additional Site Specific Controls / Information

107. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

108. Further Guidance

- M&M Demolition Control of Vibration at Work Document - Manufactures Guidance/Manuel - Vibration at Work Regulations 2005	- Local GP / M&M Demolition Nurse - HSE: Vibration Calculator - HSE: HAV good practice guidelines Construction

Reviewed on site by:		**Review Date:**	

Activity	Use of Mobile Scaffold Towers		
109. Hazards		**110. At Risk Groups**	
Falls from height	Overhead services	M&M Demolition Employees	Contractors
Falling objects	Collapse	~~Visitors~~	~~Members of the public~~
Tower scaffold overturning		~~Young Persons~~	~~Vulnerable groups~~
Collision with vehicles/plant		Migrant workers	

111. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	5	**5**	**High**

112. Control Measures

- The selection, erection, dismantling & inspection of mobile scaffold towers shall only be undertaken by PASMA trained operatives.
- The tower once erected shall be inspected by a PASMA trained competent person prior to use, on a weekly basis and a record kept of this.
- Towers shall only be used on level, firm & stable ground.
- No person shall be allowed to erect, alter or dismantle any mobile scaffold tower, unless they are PASMA trained and authorised by the site supervisor.
- All tower components shall be checked for defect prior to use, with damaged components being placed beyond use and ultimately destroyed
- All wheels shall be kept locked whilst the tower is in use and all persons shall vacate the tower prior to it being moved.
- All operatives who are required to use mobile tower scaffolds will be instructed in their safe use and movement.
- Stabilisers/outriggers shall be fitted where space permits
- Mobile tower scaffolds shall not be used on sloping, uneven or obstructed surfaces.
- Tower scaffolds shall only be used in a vertical position.
- The tower scaffold working platform shall have either integral, or be fitted with, guard rails, intermediate rails and toe boards, where the main guard rail shall be positioned at least 950mm above the edge of the working platform, a sufficient number of intermediate rails shall exist so that the unprotected gap does not exceed 470mm and toe boards shall be fitted to prevent objects rolling or being kicked off the scaffold tower.
- Towers shall be anchored to a rigid structure if exposed to high wind or in the event that they are to be used for jet washing activities and if the height to base ratio exceeds the manufacturer's recommendations.
- Under no circumstances shall persons working from a tower scaffold overreach or attempt to work from a ladder off the working platform.
- Safe distances shall be maintained between towers and overhead power lines.
- So far as is reasonably practicable operatives working from the tower scaffold platform shall use tethered tools.
- Operatives shall not at any time climb from within the confines of the tower platform
- Operatives shall refrain from hoisting materials up the tower
- The SWL of the tower shall not under any circumstances be exceeded
- Mobile tower scaffolds shall be dismantled when not in use.

4a. Additional Site Specific Controls / Information

113. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**5**	**Low**

114. Further Guidance

CIS10 – Tower Scaffolds HSG150 – Health and Safety in Construction Work at height Regulations 2005	INDG401- Work at Height a Brief Guide M&M Demolition Work at Height Risk Assessment M&M Demolition Work at Height Procedure

Reviewed on site by:		**Review Date:**	

Activity	Soft Strip Material Removal		
115. Hazards		**116. At Risk Groups**	
Contact with Live Services	Dust	M&M Demolition Employees	Contractors
Noise	Slips, Trips, and Falls	~~Visitors~~	~~Members of the public~~
Exposure to Hazardous Substances	Operating tools and equipment	Young Persons	Vulnerable groups
Manual Handling	Fire	Migrant workers	

117. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**3**	**Medium**

118. Control Measures

- All services to the soft strip work area to be disconnected or isolated prior to works commencing.
- Information to be communicated to operatives regarding remaining services on site.
- All gas services to be purged.
- Only trained/competent operatives shall be involved in the task.
- An exclusion zone shall be provided around the work area.
- Operatives to be issues with the appropriate PPE and RPE required for the works.
- Any unmarked containers discovered during these works shall be treated as hazardous, stored and disposed of in accordance with COSHH.
- All operatives involved in the task shall have asbestos awareness and demolition awareness training.
- Any Fire Extinguishers, Ladders or other items inherited from the building are to be disposed of and not used on site unless properly serviced.
- All emergency exit routes to be kept clear of debris at all times.
- Operatives will not miss use or deliberately tamper with anything provided in the interest of health, safety, and wellbeing.
- SSOW to be briefed out to all operatives be undertaking the task.
- Sufficient dust suppression systems to be utilised during the task.
- Only trained operatives to use any powered tools.
- Separated storage for hazardous and non-hazardous materials shall be provided.
- All waste to be segregated and adequately managed.
- Walkways to be kept clear of any cables and debris.
- Soft strip to be removed in reverse order of installations as far as reasonably practicable.
- Designated walkways/manual handling traffic routes to be established and well maintained.

4a. Additional Site Specific Controls / Information

119. Risk Rating (with controls)	**Likelihood**	**Severity**	**Risk Level**
	2	**2**	**Low**

120. Further Guidance

- M&M Demolition SSOW for the task. - Manual Handling Operations Regulations 1992 - EH40: Workplace Exposure Limits	- Relevant COSHH Assessments. - Information from service provider.

Reviewed on site by:		**Review Date:**	

Appendix 1

Site	Ashcroft House Bugalows	*Date*	
Briefing title	SSoW 001 – Demolition and Associated Works		

Person Delivering Briefing	Signature	Job Position

By signing I confirm that I have understood the content of the attached document / Briefing given to me and will confirm to its requirements

No#	Name	Signature	Company	Date
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Feedback