Safe System of Work or Method Statement

SSOW Ref No. Riverside Mill
Revision No. 1 – Wednesday 16th December 2015

Raydar Safety Ltd
Consulting Health & Safety Specialists
0800 917 8477
DEMOLITION ■ CONSTRUCTION ■ CIVIL ENGINEERING

Client: Charlotte Wharton	Project: Riverside Mill George St Glossop SK13 8AT
Planning Application:	HPK/2015/0325

Scope/outline description of the work:

i. Partial demolition of the structure(s) making up Riverside Mill that are deemed to be unsafe as identified in Structural Appraisal - 20th April 2015 – Marston & Grundy LLP Consulting Engineers.

ii. Making safe elements of the building from wind/snow loading and premature collapse.

iii. Reinstatement of site hoarding including securing the site and building.

iv. Temporary Works that may be required in the form of propping.

Author: Duncan Arthur Ray	Signature:	Date:16/12/2015
Issued to: John Barnes Charlotte Wharton Pat McGuiness	Supervisors signature:	Date:

This work commences on (date)	When Planning Consent has been discharged.
Duration of the work (actual/estimated)	3 weeks
Location of the work/specific areas	See Site Plan and photos for locations.
Number of workers (actual/estimated)	4
Site Supervision	Pat McGuiness – Director 07775 866 776

Are 'Permits To Work' required for high hazard activity?	■ Yes ☐ No	Identify permit type(s): Hot Work Permit	Person responsible for each permit: Pat McGuiness – Director 07775 866 776

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Emergency contact details	Pat McGuiness – Director 07775 866 776
First Aid contact details 	Pat McGuiness – Director 07775 866 776

Hazardous Substances & Atmospheres at the workplace – **Tick √ to indicate YES**

Flammable	Oxidiser	Explosive	Harmful	Toxic	Irritant	Dangerous to the Environment	Corrosive	Asbestos	Explosive Atmosphere
■		■		■		■		■	

Fire Precautions

- Hot Work Permit
- Fire Marshal Training
- Firefighting Equipment Appropriate To Risk
- Safety Data Sheets
- COSHH Assessments
- Bunded Fuel Tanks
- Flambox Storage
- Appropriate Firefighting Equipment At Point Of Work

- Flammable substances – although most fuel oils have a high flash point at atmospheric pressure, if they do become ignited the use of foam suppressant extinguishers is recommended as this medium not only cools but blankets the fire, starving it of oxygen. Only competently trained personnel to attempt extinguishing a fire if it is safe to do so i.e. the fire is small and not fully developed.

- Dangerous to the Environment – identify sources, pathways and receptors. Where reasonably practicable and safe to do so, identify all manholes, drainage covers and channels and cover over appropriately with Spill Kit medium, sand bunds or proprietary drain covers to mitigate the risk of any spillages or contaminants entering water courses or drainage systems.

- Asbestos Containing Materials – A Refurbishment & Demolition Survey was conducted on 23/11/15, pursuant to Regulation 5 of the Control of Asbestos Regulations 2012. Certificate of Bulk Sample Analysis CH/15/11/707/AA identifies Chrysotile in woven flash guards to disused fuse box in the workshop/storage area and also Chrysotile rope seals at the dining room skylights. Chrysotile is the most commonly occurring type of asbestos and in these circumstances can be removed and disposed of by a competent contractor without a license and notification to the HSE will not be required if there is less than 1m² of ACM's. The following protocols must be adopted when removing these identified ACM's…

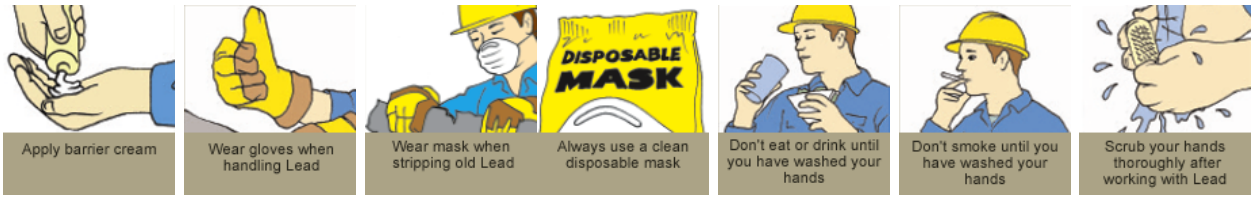
  NB – Do not risk work at height re: skylights to remove rope seal – damp down and try and remove mechanically as a whole unit.

1. Adorn the appropriate PPE/RPE i.e. Face Fit Tested ½ mask respirator, coveralls, gloves etc.

2. Damp down and try to remove as a whole without breaking and releasing fibres.

3. Bag into Red Asbestos bags and then double bag and seal into Transparent Asbestos bag for Hazardous Waste removal by licensed contractor under a Consignment Note (CN) pursuant to the Hazardous Waste Regulations 2005.

- Toxic – it is foreseeable that lead may encountered within the building and services fabric at this site and the following pictorial chart sequence is recommended when handling or removing lead manually…



DEMOLITION – BS 6187: 2011 Code of practice for full and partial demolition

This British Standard recommends good practice methods for the demolition (both partial and whole), as well as decommissioning, of sites including buildings and structures. It takes into account safety, health and issues which affect the protection of environment. Recommendations are covered for:

a) the proper, and effective, management of the demolition process;

b) maintaining structural stability, through the provision of temporary structural support, where necessary;

c) managing deliberate structural collapse.

This code of practice provides recommendations for: identifying and establishing responsibilities during all phases of the demolition process; acquiring a knowledge of the site, including its former uses; appropriate environmental management; managing health and safety hazards; carrying out risk assessments, and planning the work accordingly; establishing and managing procedures effectively; determining and managing safe exclusion zones.

Progressive demolition should involve the controlled removal of sections of the structure, whilst retaining the stability of the remainder and avoiding collapse of the whole or part of the building to be demolished or refurbished.
Where progressive demolition is adopted, the key structural members on which the stability of the structure relies should, together with their sequence of removal be clearly indicated in the method statement and also on site.
Departure from the method statement to suit site conditions should only be considered after obtaining appropriate engineering advice and confirmation.
Progressive demolition should be employed, particularly in confined and restricted areas.

Where progressive demolition is dependent on the sequence of operations, the essential elements of the sequence should be communicated effectively, using for example a precedence network diagram.

Temporary Works

BS5975:2008 +A1:2011 - Code of practice for temporary works procedures and the permissible stress design of falsework

Temporary Works Management

The correct design and execution of temporary works is an essential element of risk prevention and mitigation in construction. BS 5975:2008 provides recommendations and guidance on the procedural controls to be applied to all aspects of temporary works in the construction industry.

Work at Height

The Work at Height Regulations 2005 set out a simple hierarchy for managing and selecting equipment for work at height…

- Avoid work at height where they can
- Use work equipment or other measures to prevent falls where they cannot avoid working at height and…
- Where they cannot eliminate the risk of a fall, use work equipment or other measures to minimise the distance and consequences of a fall should one occur

Planning, as cited in Regulation 4 (1) of The Working at Height Regulations 2005, which should consider…

- Choice of equipment
- Collective protection measures
- Working conditions
- Distance and consequences of a fall
- Duration and frequency of use
- Evacuation and rescue

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Risk control measures and procedures for this work activity*

*This refers to the control of significant and work related risks identified by risk assessment carried out by a competent person

Description of Safe System of Work:

1. All demolition work must follow the standards set out in BS6187:2011 Code of practice for full and partial demolition.

2. Contractor (P McGuiness & Co Ltd – Demolition and Asbestos Removal) must first establish the security and integrity of the site perimeter and hoarding to mitigate unauthorised access. Conspicuously sign the existing building and external perimeter exclusion zone fencing indicating CONSTRUCTION SITE and DANGER – DEMOLITION IN PROGRESS

3. The Contractor will establish gas and electrical services Safe Isolations with Phil Ng at Phil Ng Electrical Services Ltd and Kevin Kan at KK Plumbing & Heating Services Ltd. These services will need to be protected with robust plywood screens during demolition to mitigate any potential damage as the supplies are not disconnected to the site but just safely isolated within the building boundary. Services must be conspicuously marked on site with appropriate signage pursuant to the Health and safety (Safety Signs & Signals) Regulations 1996.

4. See Site Plan below for Traffic Routes and Management. High Peak Borough Council have been contacted (see Appendix 1) to suspend parking on one side of George St to allow for construction traffic to safely access George St from High St up to the site. A Banksman, conspicuously adorned will be required to control and co-ordinate this activity.

5. When the demolition team has been established, inducted and briefed on the tasks, a soft strip of internal fixtures and fitting will commence in areas that have been designated as safe to go in, with unsafe areas where floors or stairs are damaged, weak or missing cordoned off to exclude any of the workforce. These items will be carried to the most convenient exit point of the property for mechanical extraction and loading into waiting roll on roll off bins, skips or tippers.

6. Once the plant and equipment has been successfully delivered to site, the site compound area with adequate welfare facilities will need to be set up within the curtilage of the site or on the adjacent land which has previously been used as a site compound for the construction of the NHS Primary Care Centre on George Street and the Client (Charlotte Wharton has an active policy in place for use of this land).

7. Contractor to provide site specific risk assessments and ensure that all pertinent and statutory documentation is available for review before commencing work i.e. Record of Thorough Examination for excavator, Quick Hitch and attachment and operators proof of competency and training etc.

8. The 360° 20t excavator will position itself on firm consolidated ground/hard standing to the West of the site as indicated below and establish an exclusion zone including gate man to monitor the return tippers/40 yard bins for removal of demolition waste. The excavator will be positioned in such an orientation taking into consideration the boundary fence to the NHS Primary Care Centre and the tail swing of the machine.

9. Deploy dust suppression equipment in the advent of dry and windy days but control any run off within the same parameters as identified sources, pathways and receptors above.

10. Using a selector grab the 360 will begin to mechanically remove identified roof structure at the back stores where a fire occurred previously and strip this down to expose the steel trusses. Progressively remove roof coverings in this manner until timber and steel roof trusses are exposed. Reduce elevation brick work to a couple of courses to allow better vision/sight of trusses. Purchase and lift existing timber and steel roof trusses from the structure and deposit on ground in designated area for processing if necessary.

11. Mixed building elements and fabrication to be deposited in a safe working zone for later sifting and picking for waste categorisation and segregation.

12. Control reduction of brick/stone pillars previously supporting roof trusses.

13. Draw remaining brick/stone structure into original footprint and process for removal.

14. Hot Work may be required to remove larger sections of steel from the structure and must be controlled under a Hot Work Permit and carried out by a competent person with all oxy/fuel/gas cutting equipment thoroughly checked and inspected pursuant to PUWER 1998 including but not limited to the hoses, regulators, flashback arrestor, blow pipe, non-return valves etc. Hot Work Permit – with appropriate firefighting equipment to be deployed. Trajectory of any sparks or debris must be controlled in such a manner as not to impact upon passing pedestrians or the workforce on site.

15. When cutting, scabbling, drilling or grinding concrete or masonry substrates, appropriate dust suppression must be employed and Face Fit Tested Respiratory Protective Equipment must be worn by operatives and anyone in the vicinity of these work activities

16. Temporary Works in the form of propping may be required at this site; however this will be a dynamic decision once the partial demolition is underway and the standards set out in BS5975 will be adopted.

17. Work at height may be required for access to steel beams and for cutting purposes; however it is recommended that wherever possible all partial demolition will take place by mechanical means only. If work at height is required then the hierarchy of work at height must be followed and appropriately trained and competent persons only are to work at height and to assemble or erect work at height equipment i.e. mobile alloy towers or operate MEWPs.

18. Activities that generate construction dust must use dust suppression at all times either pump fed or mains water fed. On-Tool dust suppression only captures around 90% of airborne dust particulates and therefore a minimum of FFP3 dust masks or ½ mask respirators must be worn by operatives engaging in cutting, drilling, scabbling etc. , as well as any members of the workforce in the vicinity of such works.

19. Estimated likely exposure to noise from demolition activities is expected and therefore an assessment must be made in respect of trigger points for mandatory wearing of hearing protection and to make arrangements for non-continuous activity which may create a nuisance for neighbouring businesses, homes and to the general public.

20. Vibration monitoring for the expected volume of work activity in respect of partial demolition is likely to be low; however consultation with a HAVS Chart and associated plant and equipment along with a suitable and sufficient risk assessment will identify specific requirements and ensure compliance with The Control of Vibration at Work Regulations 2005.

21. The main road at High Street and also George St will be monitored for wheel debris from the construction site; however a wheel wash jet wash facility will be available on site and in the event of any mud on the highway, a road sweeper will be hired.

Drawing References:

Yes

No

KEY

INDICATES EXTENT OF PROPOSED CONSTRUCTION WORKS TO FORMER MILL BUILDING

INDICATES FULL HEIGHT DEBRIS SCREEN TO BE AFFIXED TO EXTERNAL SCAFFOLDING TO HELP CONTROL EMISSION OF DUST DURING CONSTRION PHASE.

LOCATION OF DEDICATED WHEEL WASH FACILITIES TO PREVENT MUD DRAG ONTO HIGHWAY

STORAGE OF PLANT & MATERIALS USED IN CONSTRUCTING THE DEVELOPMENT

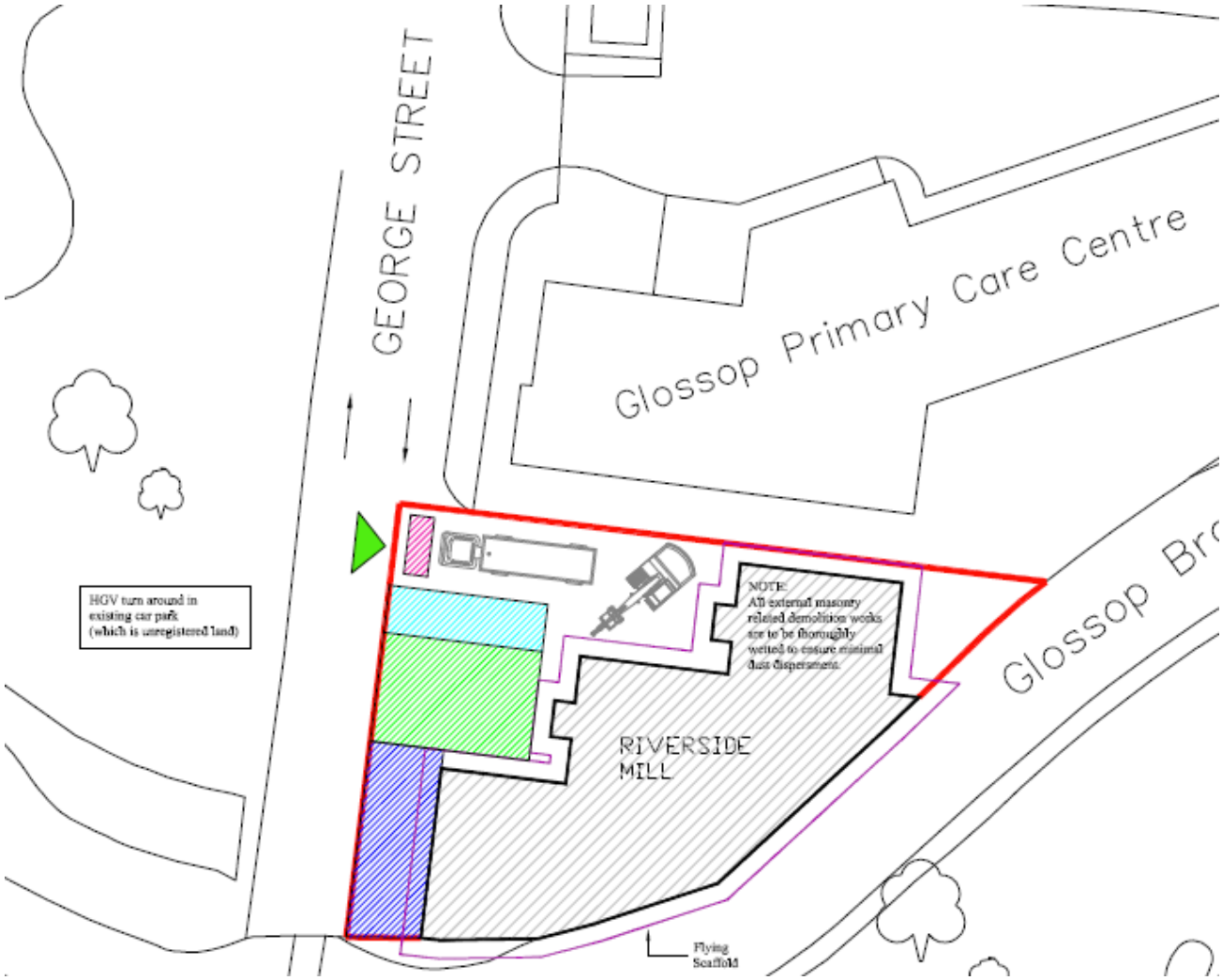
LOADING & UNLOADING OF MATERIALS

SITE OPERATIVES & VISITOR PARKING

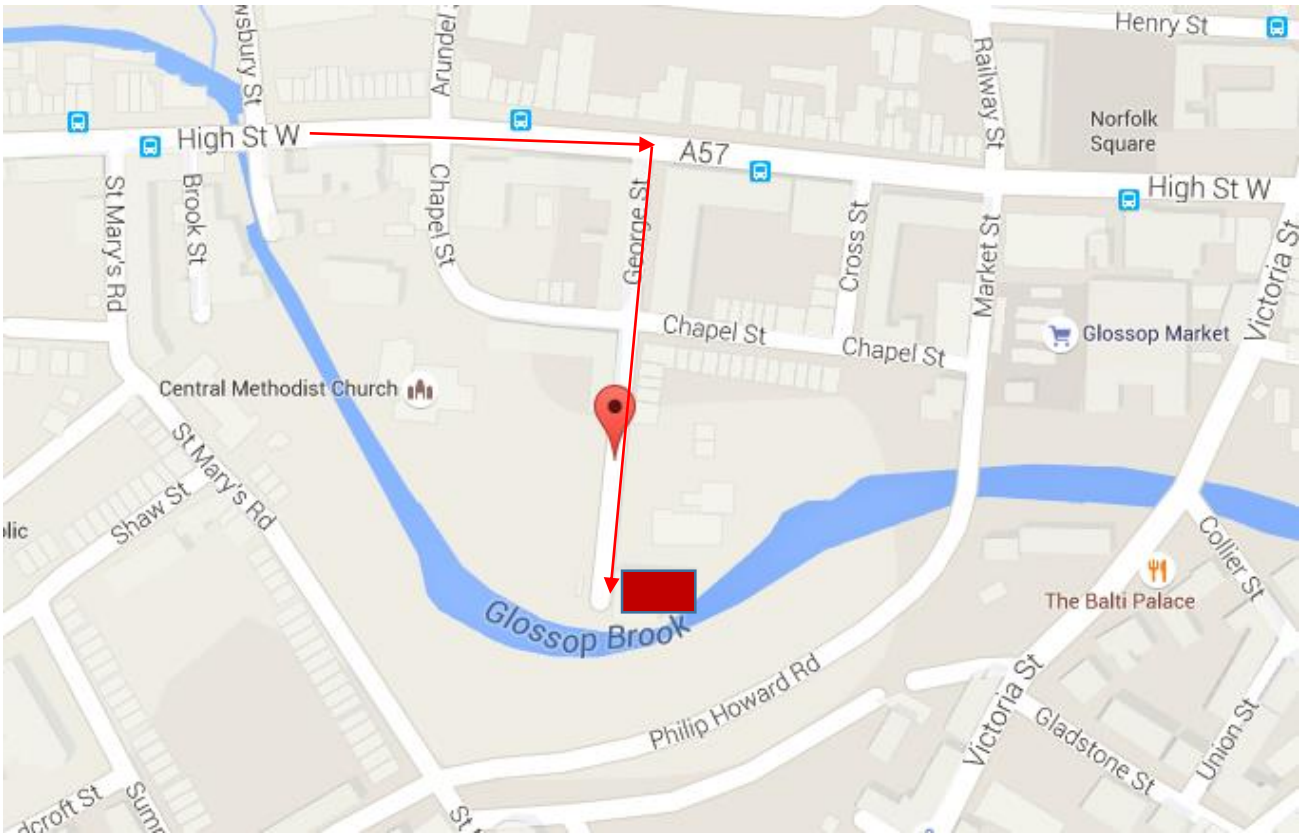
ACCESS AND EGRESS POINTS

CONTRACTORS VEHICLE MOVEMENT

INDICATES LOCATION OF 3M HIGH SECURITY HOARDING (PLYWOOD PAINTED GREEN)


GEORGE STREET
Glossop Primary Care Centre
HGV turn around in existing car park (which is unregistered land)
NOTE:
All external masonry related demolition works are to be thoroughly wetted to ensure minimal dust dispersment.
RIVERSIDE MILL
Flying Scaffold
Glossop Bro

Traffic route and site location



Relevant documentation:	Asbestos Demolition & Refurbishment Survey - 23/11/15
	Structural Appraisal – 20/04/15
	Bat & Nesting Bird Survey update letter – 10/12/15
	Planning Application – 18/06/15
	Suite of Contractors site specific risk assessments
	Site Plan SP200A – December 2015
	Safe Isolation proof – pending

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√	Essential Safety Critical Checklist (Tick boxes to acknowledge management procedures required) Initial to acknowledge provision is in place	
√		Demolition Contractor to provide First Aid
√		Full site induction explaining emergency procedures
√		Establish safe isolations, disconnections and purging of systems where identified
√		Location of First Aid and Fire Fighting equipment to be noted at induction
√		Have location of nearest A & E available on site.
√		Edge protection and collective fall prevention/protection when working at height
√		Containment of cutting area when operating Stihl saw and use dust suppression
√		Monitor weather conditions – particularly wind, snow and ice
√		Protection of the public and isolations from the work area - suitable and sufficient
√		No storage of flammable or hazardous substances on site
√		Re-fueling to take place with delivered bunded fuel supply vehicle
√		No mechanical demolition to take place at the East side of the site/Glossop Brook
√		Periodic Site Safety Inspections to be conducted by Raydar Safety Ltd – 1 per week
√		Site deliveries to be planned and co-ordinated
√		Site supervision at all times
√		No excavation work shall take place at this stage of the scheme
√		No work shall take place outside the permitted hours of 07:00 – 19:00 Mon to Fri or 08:00 – 16:00 on Saturdays or at any time on a Sunday or Bank Holiday.

Waste Management arrangements for this activity (segregation, disposal, recovery etc):

All waste generated will be handled, segregated and disposed of under the appropriate statutory provisions by contractors with waste carriers licenses.

Specialist health and safety training required for this work (e.g. PASMA)	PASMA or IPAF
	CCDO

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Head (EN 397)	Feet (BS EN 345-1)	Hi Viz Vest	Eyes (EN 166)	Hearing (EN 352-1)	Lungs (EN 149) Min FP3	Hands BS EN 388)	Coveralls	Fall Arrest	RPE & BA

Red if mandatory requirement

Tools/equipment/plant required for this work	Stihl saw Oxy/fuel cutting or burning equipment	
Have all tools/equipment/plant been tested and inspected as safe to use?	■ Yes	☐ No

Materials involved (those with a significant health or safety hazard – e.g. work materials or substances/building materials/materials produced by the work e.g. harmful dusts)	Lead Asbestos Glass

Housekeeping requirements (specific to this activity)	Ensure the site is kept free of any materials that present a potential trip hazard. Regular checks for buildup of waste materials.

Could the work be a hazard to other workers?	■ Yes	☐ No	If Yes, add details of how risk to others will be controlled in the **Description of safe System of Work.**
Could the work be a hazard to the public?	☐ Yes	■ No	If Yes, add details of how risk to others will be controlled in the **Description of safe System of Work.**
Could the work create a nuisance to the public?	■ Yes	☐ No	If Yes, add details of how risk to others will be controlled in the **Description of safe System of Work.**

Changes or deviations from the SSOW

Should there be a reason to deviate from the Safe System of Work, the operations will cease and any required changes documented and agreed with all parties, this must include:

- A management representative from the demolition company
- The Client
- The operatives carrying out the task
- Construction Safety Consultant

Record all changes and ensure approval signature have been obtained.

In the event of an emergency

In the event of an emergency all operatives must vacate the site immediately

If the evacuation is in response to a general site alarm then report to the assembly point.

In all cases ensure that if required the emergency services have been contacted

Competent Health & Safety Advice provided by:

Raydar Safety Ltd
Consulting Health & Safety Specialists

Duncan Arthur Ray Dip SHEM Grad IOSH GIFireE MIIRSM BDMA.Tech AIEMA
MANAGING DIRECTOR

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M: 07743 740 732 | **W:** www.raydarsafety.com

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Changes to the SSOW

Approvals			
P McGuiness Site Representative		Signature	
Client Representative		Signature	
Date		Date	

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SAFE SYSTEM OF WORK OPERATIVE REGISTER

The SSOW reference and revision number shown on this register must match the reference and revision number shown on the Description of Safe System of Work

"I understand and agree to follow the information and advice provided on a Safe System of Work (also known as a Method Statement).

Name (print)	Trade/Company	Signature

SSOW Reference:	Main activity covered by SSOW
Riverside Mill	Partial demolition

Name:	Position (e.g. supervisor)
Signed:	Date:

Appendix 1

Good afternoon Car Park Team

Further to my email below to James Adams at DCC, I represent the owner of Riverside Mill at the top end of George St in Glossop and we are currently discharging planning application conditions to totally refurbish the mill into apartments over the next 12 months.

With this in mind I have to provide a Construction Method Statement on behalf of the Client (Charlotte Wharton) as her appointed Principal Designer under the CDM 2015 regs and as her Construction Safety Consultant; however we will require unimpeded access up George St in January for articulated low loader vehicles which need to deliver an excavator, plant and equipment to site to begin the anticipated three week phase of partial demolition work and we would ideally require a suspension of the parking all along George St on the NHS building side for 3 weeks from the main road (high Street) to the end of the road where it meets the footbridge over Glossop Brook.

It is my understanding that you will require 7-10 days' notice to help us achieve this and there is no fee; are there any particular forms we need to compete and would you prefer to meet myself or one of my colleagues on site to discuss our proposal further? I believe a similar scenario will have occurred when the NHS Centre on George St was constructed a few years ago.

Many thanks in anticipation of your reply.

Hi Duncan, sorry but you need to contact High Peak Borough Council as they arrange these. See cc for email address.

Regards,

James Adams | Civil Parking Enforcement Manager
Network Management

Economy, Transport and Environment | Derbyshire County Council
County Hall, Matlock, Derbyshire, DE4 3AG
01629 538671

Photographic References:

	Protect and Lock Out all intake heads and fuses.
	Protect gas intake and meter.
	Set up exclusion zones and enforce.
	Re-establish site security hoarding.