

DEMOLITION PHASE HEALTH & SAFETY PLAN

CWL 01/02 Quinn Radiator Factory Demolition



Celtic Way
Duffryn
Newport
NP10 8FS

Issue 04

Ref: CGMS F590		October 2022
Issue: 3		1

Document Approval & Review Status

Client/Principal Designer approved

Name	Position / Organisation	Signature	Date

C&C Project Manager approved

Name	Position	Signature	Date
Mark Fanning	Project Manager		15.09.23

HSEQ Department / Contracts Director approved

Name	Position	Signature	Date

Site Supervisor / Site Manager accepted

Name	Position	Signature	Date

Amendments or reviews to project specific DPHSP

Issue	Date	Revision Details
01	19/06/2023	Initial document
02	08/09/2023	Revision updated following GR comments.
03	14/09/2023	Revision updated following Lisa Johnson comments.
04	15/09/2023	Revision updated following Lisa Johnson comments.

This plan will be reviewed every 3 months or sooner subject to factors affecting its suitability. The review table above shall detail the nature of the document review

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1. Project Details

1.1. Description

The works are being carried out for Microsoft and in preparing this plan for the works it has been reviewed in respect of Microsoft Global Health and Safety standards, Coleman Group Standards and statutory requirements, with the highest standard being paramount.

This undertaking involves the dismantling of obsolete structures at the former Quinn Radiator factory situated in Newport, known as the Celtic Way project. The site spans roughly 16.59 hectares, forming a rectangular layout. It encompasses a redundant radiator manufacturing facility, accompanied by extensive areas of hard surfaces designed for roads and parking, as well as softer landscaping areas featuring short field grass, shrubs, and both mature and semi-mature trees encircling its boundaries. Although a majority of the original structures remain intact, much of the internal manufacturing infrastructure has been removed to facilitate the movement of drilling rigs.

The site's prominent features include a sizeable L-shaped warehouse and a smaller, similar structure to the south, connected by a concrete slab. In the southeast corner stands a two-story office building. Toward the periphery of the site, mainly to the south and east, you'll find asphalt roads, vehicle parking spaces, and grassy regions adorned with shrubs and scattered trees.

The primary objective laid out in this Scope of Services is to outline the prerequisites for the demolition and reclamation of on-site structures and the removal of related site infrastructure. This is essential to create a clear canvas for future construction activities, which will include new buildings and infrastructure.

The original site, constructed around 1997, served as a radiator manufacturing facility, housing a large production factory, a detached warehouse, a separate office/administration building, and ancillary plant structures, including a sprinkler tank and pump house. The factory and warehouse structures exhibit steel portal frame construction, sheet metal roofs, composite metal wall cladding, and reinforced polished concrete floors. The office building, constructed with a steel frame, combines pitched sheet metal roofs and flat roofs covered with single-ply materials. External areas predominantly feature tarmac roads and reinforced concrete yards, with a reinforced concrete yard situated to the east.

The overarching scope of this project entails the comprehensive removal of these structures, encompassing their foundations and substructures, to create an unobstructed site for the construction of new buildings and infrastructure. Additionally, as part of early works, there is a careful removal of the services bridge link connecting this site to the neighbouring property to the north (referred to as the 'NHS' site), managed under a separate contract.

Several critical service constraints are highlighted, including a gas line along the extreme west perimeter, an above-ground 400kV high voltage line traversing the site, and a main sewer running along the eastern boundary, positioned beneath a raised area just east of the current apron. Another sewer from a neighbouring property also traverses the site, featuring a pumping station in the middle. Adjacent to the site, the NHS property houses a clean room and laboratories ventilation system, which faces the existing demolition site. Dust control measures are essential to prevent disruption to this system during demolition.

The Colemans must also factor in previously excavated trial pits and excavations related to geotechnical investigations on the site, allowing for appropriate backfilling to ensure safe circulation during the works. These preliminary actions form part of the enabling works package, which precedes the primary demolition of the redundant radiator group buildings.

Existing record documents and details of known services in the area will be furnished by the client. The Colemans will be responsible for assessing the need for additional surveys before proceeding with the demolition and incorporating any necessary surveys into their plans.

An overview of the structures involved in this package can be seen on figure 1.1 below.

The works consist of the demolition of:

1. 1no. two-storey office building
2. 4no. portal frame warehouses
3. 1no. portal frame warehouse with integral office accommodation
4. 1no. ancillary building.
5. 1no. RC framed enclosed sprinkler reservoir
6. 2no. external concrete yard slabs.
7. 1no. Gas meter building
8. 1no. Sewage pumping station

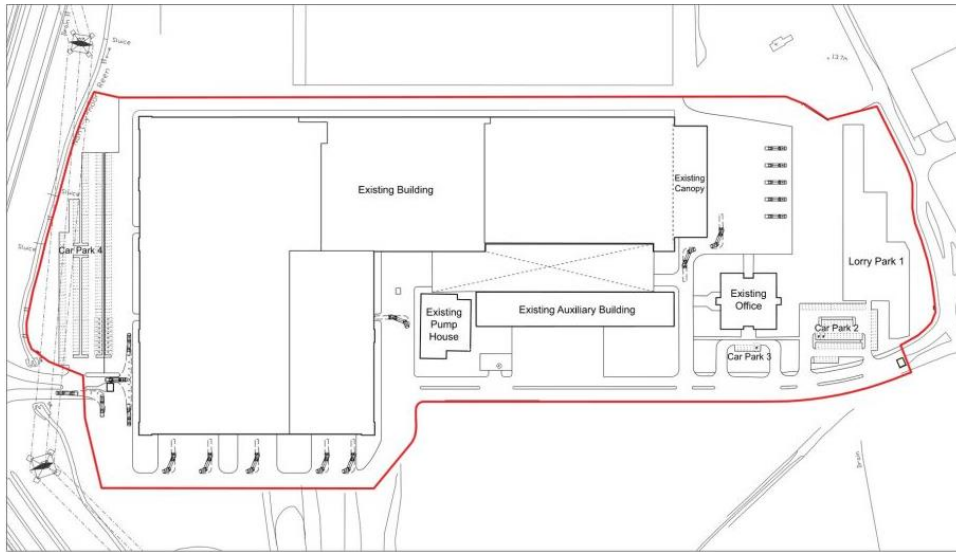


Image 1.1a
site boundary in RED line

The general scope of works under the project includes the following:

- Mobilise welfare and erect fencing
- Carry out surveys of live services
- Commence environmental monitoring
- Terminate live services and mark up
- Soft strip Reception building
- Demolish Reception building
- Commence demolition segregating cladding, and steel for recycling.
- Commence slab excavation
- Crush materials to form a cap across the site.
- Follow above 3 points through agreed demolition sequence.
- Demobilisation

1.2. Existing information

All preconstruction information made available by the Client and their representatives or advisors and any subsequent relevant records, drawings, surveys and documentation relating to works undertaken by Colemans on this project will be collated and held electronically in the 'C1023 Newport' project folder on Coleman SharePoint site. Paper copies, where produced, will be kept within the physical site starter pack folders (CGMS P701) on site.

1.3. Time scale

Stage	Indicative Start	Indicative End	Duration
Mobilise and enabling works	18.09.23	13.10.23	4 weeks
Soft Strip of office Buildings	25.09.23	20.10.23	4 Weeks
Demolition + Drainage Diversion	23.10.23	12.04.25	18 Months
Demobilise	15.10.25	22.10.25	1 Week

For specific programme dates, reference should always be made to the project master programme which will be updated regularly. Specific programme dates

1.4. Notification of works (CDM)

This project is notifiable under the Construction (Design & Management) Regulations 2015. Colemans will be making the notification.

1.5. Working hours

General site-working hours shall be: 07:30 – 18:00.

Note: through Monday - Friday, we would propose to utilise the hour between 07:00 – 08:00 for non-noisy setting out activities i.e., completion of daily paperwork, team briefings and site boundary and equipment checks.

1.6. Site access

Due to the potential fluid nature of the site, always refer to the traffic management and logistics plan for the specific arrangements at the time.

Generally, primary pedestrian and vehicle site access will via Celtic Way and the security controlled East gate, defined by the purple line on image 1.6a below. Security guards will be housed in the security hut 24/7 and will oversee access.

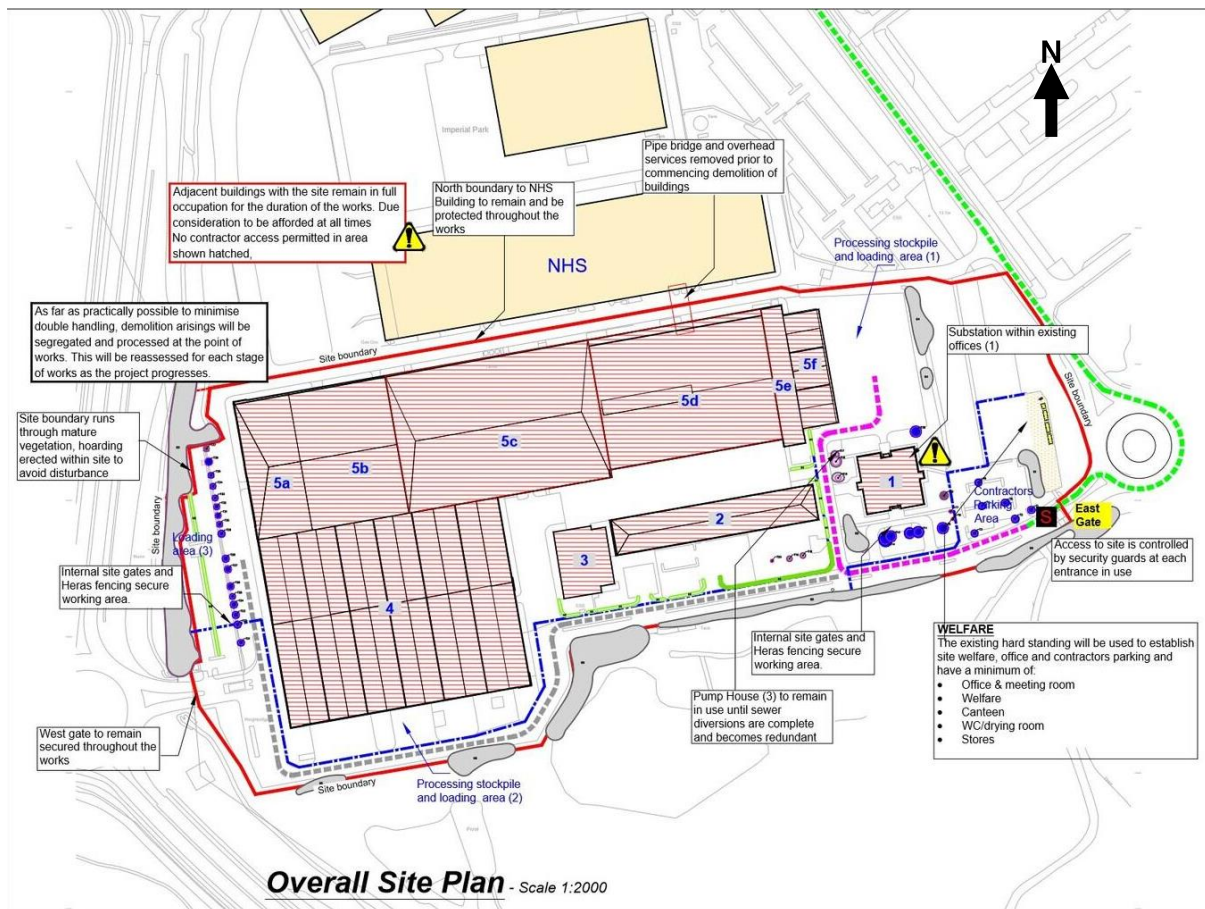


Image 1.6a

Persons intending to visit site should inform the Site Manager at least one day prior. You must not let unknown persons through the gates or leave controlled gates open (main gates should be locked/secure).

Once access has been granted, security are to guide all personnel to follow the demarcated route to the site office, report to the Site Manager and sign in.

All persons working on site will require a full site induction. Visitors chaperoned by management may undergo a visitor's induction. It is important to note that site inductions are scored and failure to pass the induction may result in you not being permitted to work on site.

All attempts are to be made to keep areas as clean and tidy as practically possible, ensuring secure fence lines are in place in-between works or where hazardous areas need to be segregated.

1.7. Project objectives

Health, safety and environmental objectives have been agreed for this project and will be displayed on the site noticeboard. As part of the induction process all persons connected with the works are asked to sign the objectives as a demonstration of their commitment to maintaining health, safety and environmental excellence. The following objectives have been agreed (note that for the purposes of consistency, these objectives mirror those in the DEMP).

- Zero cases of reportable incidents and lost time injuries.
- Zero validated complaints from local receptors as regards statutory nuisances or disruption
- Zero cases of damage to local infrastructure
- Minimum of 95-98% non-hazardous waste recycling rate
- Use of HVO fuel to reduce associated fuel emissions by up to 90%
- 100% use of FSC accredited timber products (new products)

The Coleman CGMS (Coleman Group Management System) is registered to ISO 9001:2015; ISO 14001:2015; ISO 45001:2018 and PAS 99:2012. As such, this project shall adhere to the principles and assurances of these standards and Coleman CGMS, policies, procedures and strategy.

1.8. Project specific hazards/risks

As a basic guide to help you understand the main hazards you may face on this project, the following safety and health hazards have been identified as relevant to this project.

Safety		Health	
Work at height	<input checked="" type="checkbox"/>	Asbestos	<input checked="" type="checkbox"/>
Uneven surfaces	<input checked="" type="checkbox"/>	Fluorescent tubes	<input checked="" type="checkbox"/>
Fragile surfaces (roofs)	<input checked="" type="checkbox"/>	Contamination (potential)	<input checked="" type="checkbox"/>
Confined space entry	<input checked="" type="checkbox"/>	Drug paraphernalia (SHARPS)	<input checked="" type="checkbox"/>
Live services, including overhead (pylons)	<input checked="" type="checkbox"/>	Insulation materials	<input checked="" type="checkbox"/>
Underground voids (potential)	<input checked="" type="checkbox"/>	Hot cutting of steel	<input checked="" type="checkbox"/>
Structural instability (existing)	<input type="checkbox"/>	Smoke detectors	<input type="checkbox"/>
Coordination of works/trades	<input checked="" type="checkbox"/>	Dust (silica)	<input checked="" type="checkbox"/>
Glazing	<input checked="" type="checkbox"/>	Leptospira (rats)	<input checked="" type="checkbox"/>
UXO (potential)	<input checked="" type="checkbox"/>	Guano (droppings/carcasses)	<input checked="" type="checkbox"/>
Excavation/backfilling	<input checked="" type="checkbox"/>	Weather	<input checked="" type="checkbox"/>
Pressure vessels	<input type="checkbox"/>	Diesel/fuels	<input checked="" type="checkbox"/>
Demolition (traditional)	<input checked="" type="checkbox"/>	Manual handling	<input checked="" type="checkbox"/>
Falling materials/drop zones	<input checked="" type="checkbox"/>	Trespass/vandalism	<input checked="" type="checkbox"/>

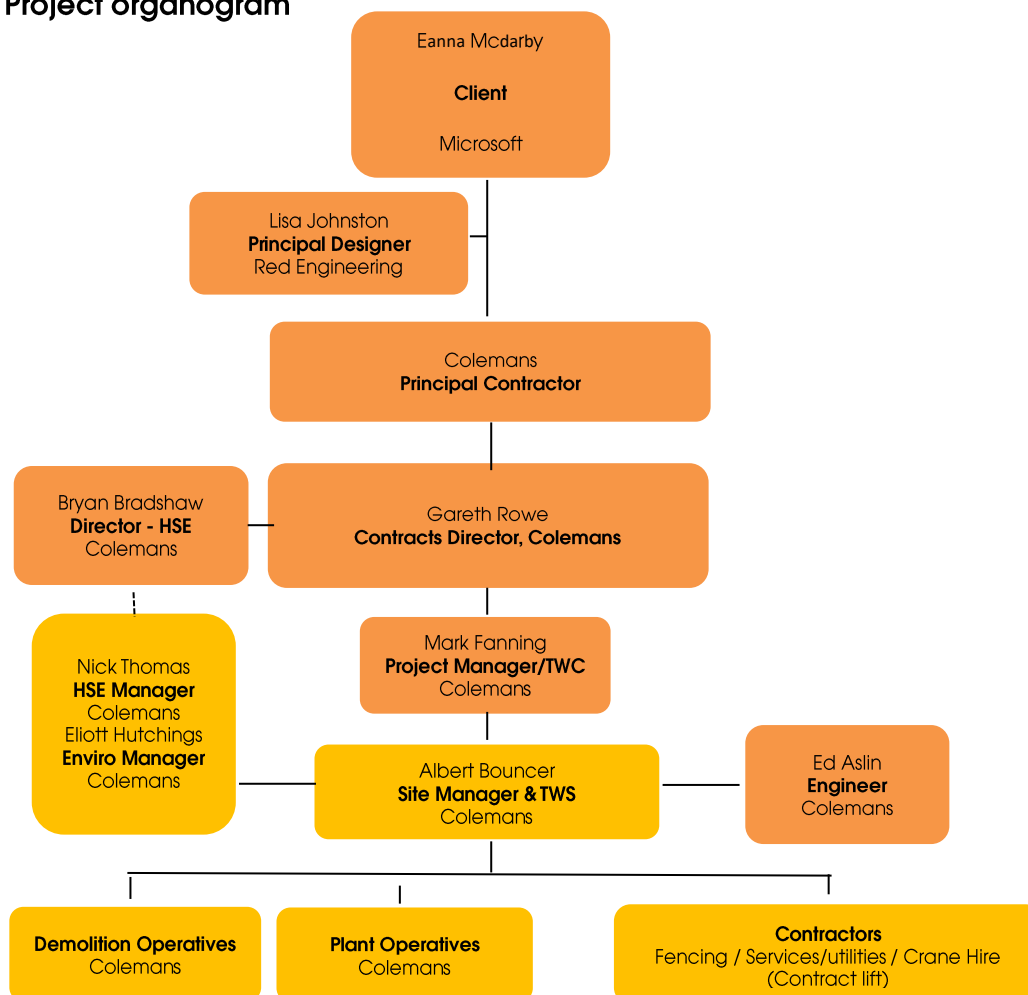
Use of hand tools	<input checked="" type="checkbox"/>	Hot works / fire	<input checked="" type="checkbox"/>
Lone working	<input type="checkbox"/>	Temporary works	<input checked="" type="checkbox"/>
Public interface	<input checked="" type="checkbox"/>	Dismantling	<input checked="" type="checkbox"/>
Working near water	<input checked="" type="checkbox"/>		
Use of local highways	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Proximity to live buildings	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Proximity to Network Rail	<input type="checkbox"/>		<input type="checkbox"/>
Vehicles & pedestrian interface	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Lifting	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Method statements and risk assessments will be developed to control the risks posed by hazards identified in the table above however further site specific considerations or monitoring requirements are outlined in further sections of this plan.

2 Management of the Work

Key
 Visiting support ■
 Site based ■

2.1 Project organogram



2.2 Project contacts (including emergency contacts)

Note that this contacts list is designed for key project contacts, including emergency contacts. A wider project directory will also be made available.

Role	Company	Name	Contact
Client	Microsoft	Eanna Mcdarby (Director of Project Management)	T: 07711 287677 E: Eannamcdarby@microsoft.com
		Mike O'Connell (EHS UK Lead)	T: 07974 976767 E: v-moconnell@microsoft.com
		Colin Burrell Project Manager	T: 07748 966981 E: v-cburrell@microsoft.com
		Scott Ridley (Security Operations Manager)	T: 07811 033984 E: scottridley@microsoft.com
Principal Designer	RED Engineering	Lisa Johnston	T: 07826 301108 E: Lisa.johnson@red-eng.com
Property Manager	G-Capital	Rod Thomas	T: 07789 507968 E: TBC
Client Neighbour	NHS Wales	Gareth Watkins	T: 07818 454492 E: Gareth.Watkins@wales.nhs.uk
		Gareth Saunders	T: 07977 689785 E: gareth.saunders1@wales.nhs.uk

Principal Contractor	Colemans	Gareth Rowe (Ops Director)	T: 0121 325 2424 E: gareth.rowe@colemanspecialistcutting.co.uk
		Mark Fanning (Project Manager)	T: 07837743310 E: mark.fanning@coleman-group.co.uk
		Bryan Bradshaw (Director - HSE)	T: 07815054536 E: bryan.bradshaw@coleman-group.co.uk
		Albert Bouncer (Site Manager)	T: 07715 901446 E: albert.bouncer@coleman-group.co.uk
		Nick Thomas H&S Manager	T: 07725261972 E: Nick.thomas@coleman-group.co.uk
		Elliot Hutchings Enviro Manager	T: 07725260428 E: elliot.hutchings@coleman-group.co.uk
Services – M&E	MAG	Neil Donno	T: 07500 933853 E: neil@magltd.co.uk
Services – Water & Gas	Solvit	Tony Jones	T: 07977 212870 E: TBC
Fencing	JR Hoarding	Office	T: 01737 839100 E: info@jrhoarding.com
Asbestos	Central	Andy Summerfield	T: 07970997879 E: andy@centralasbestos.com
Electric	National Grid	Emergency	T: 0800 6783 105
Gas	Wales & West Utilities	Emergency	T: 0800 111 999
Water	Dwr Cymru Welsh Water	General	T: 0800 980 8800
Regulator	Natural Resources Wales	Enquiries Emergency	T: 0300 065 3000 E: enquiries@naturalresourceswales.gov.uk
Regulator	Health & Safety Executive	Fatal/specified /major incidents	T: 0345 300 9923 (M-F 08:30-17:00)
Hospital	University Hospital of Wales	A&E	Heath Park, Cardiff, CF14 4XW, T: 02920 747747
	The Grange University Hospital		Llanfrechfa Grange, Caerleon Road, Cwmbran, NP44 8YN, T: 01633 493100

Emergency services	Police/Fire/Ambulance	Emergency	T: 999 (111 for non-emergencies)
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2.3. Monitoring of the works

The works shall be monitored primarily by the onsite team, which will consist of a full time Site Manager supported by local area Supervisors (if deemed necessary). The Site Manager must be onsite at all times when work is taking place, unless an authorised understudy is agreed (i.e. during periods of leave).

Contractor companies are responsible for providing competent supervision relevant to the tasks they are undertaking throughout the course of their works. This work will however be monitored routinely by the site team and Site Manager.

The Site team will be supported by visiting Contract support personnel and there will be full time attendance from the H&S and Environmental Managers. In addition to representatives from the Client and their consultants.

The Site Manager, Project Manager and HSE lead will all conduct inspections throughout the course of the project. The expected inspection regime is as follows:

- Site – three HazzApp hazard submissions per week
- Site Manager – one EasiApp inspection per week
- HSE lead – one EasiApp inspection per week

Inspection and audit focus should be based upon the nature of the risk involved with a process, task or environment.

The EasiApp and HazzApp dashboard will be monitored by the site and off-site management team. The HSE lead is responsible for checking the dashboard and ensuring open items raised are addressed in an appropriate timeframe i.e. within 7 days, but sooner or immediately if the level of risk warrants it.

Additionally, the site will be subject to audits from Colemans internal or external auditors depending on internal auditing schedules. The Client and their representatives will also undertake inspections and audits and these may take the form of joint tours.

Findings from inspections and audits across all parties will be made available upon request or where forming part of progress meetings.

Note – the site will also be covered 24/7 by CCTV and static guard patrols.

The following CGMS forms apply to this section.

Ref: CGMS F590		October 2022
Issue: 3		14

Document name	CGMS ref	Purpose
Audit report	CGMS 409	Compliance audit
Weekly site report	CGMS F528	To ensure arrangements are and remain suitable for site
Supervisor site diary	N/A	Supervisor log of days activities
HazzApp/EasiApp platform	N/A	Hazard reporting and inspections

2.4. Public interface

This project is considered as highly sensitive due to its proximity to ongoing commercial development works along Celtic Way, a live and occupied industrial park and particularly, an adjacent NHS Procurement warehouse.

It will be important that we ensure all activities where there is public interface potential are planned and controlled effectively to not pose a risk to others. The Project team will be required to liaise with local stakeholders on a frequent and ongoing basis throughout the life of the project.

Generally, the site is secured by existing fencing and security guards which will be reinforced by a new project site hoarding, therefore the main interfaces with the public are going to be accessing the public highways to and from site.

Maintaining a good relationship with the local community/receptors impacted by these works is also key, therefore everyone is expected to act in a professional manner at all times.

2.5. Design changes and management of change

It is foreseeable that design schemes and sequences proposed during this project may be subject to change. This is not necessarily problematic, as long as the management of change process is stringently controlled.

This control process includes the appropriate authorisation, document control, review and sign off, issue and communication of the change contained within newly developed documents or plans.

Important: Colemans RAMS grading, internal document review and sign off processes under CRRM and associated procedures must be adhered to. Refer to CGMSP554 – CRRM Policy & Procedure; CGMS G473 – Method Statement Sign Off Guidance; and CGMS P222 Grading Matrix for Sign Off.

Revoked documents or plans must be filed and removed from circulation and marked as “superseded” or “withdrawn”.

Design changes will be communicated through agreed cloud-based work-sharing platforms (SharePoint), email and meetings held with the client, subcontractor and Principal Designer. Any major changes shall not be implemented until the Client, Principal Designer and relevant Designers has reviewed and approved the changes.

Important: if in doubt or circumstances change, the site team are encouraged to stop and speak with their supervisor. Refer to section 2.8.

2.6. Communication and coordination

Please refer to the project organogram (2.1) and contacts list (2.2) for typical supply chain contractors involved in these works. To ensure effective and regular coordination and communication involving all parties involved in this project, the following arrangements have been implemented:

- Pre-start CDM duty holder meeting
- Site Manager SSP induction (CGMS F710)
- New worker and visitor's induction (CGMS F406 induction record)
- Recorded daily pre work and post work briefings (CGMS F403) led by the Supervisor and capturing the entire workforce (includes for work coordination between different working groups)
- Use of daily hazard and 'you said we did' board to display risks and exclusion zones.
- Use of 2-way hand held radios (conduct radio check before starting work)
- All Supervisors are issued with a company phone and have access to email
- Recorded toolbox talks (or more frequent as directed by the Supervisor); led by the Supervisor and capturing the entire workforce (CGMS F257)
- Regular liaison with local receptors
- Supervisor to Supervisor handover when reallocating areas on a temporary or permanent basis (CGMS F534)
- Regular progress and health, safety and environmental meetings involving the Client, Contractor, Principal Designer and other management parties as deemed necessary (CGMS F714)
- Area or project hand back (CGMS F532/F530)
- Project hand back meeting for CDM duty holders
- Health and safety file (F707)
- Notification of visit by authorities (CGMS F482)

2.7. Permission to work

Workers on this site are only permitted to commence works under the following conditions:

- Workers have been inducted (CGMS F406 induction record) by the Coleman Supervisor and provided records of competency.

- Workers have read and signed in acknowledgement, all relevant RAMS/safe systems of work to the tasks you are performing.
- Workers have signed and committed to the project objectives.
- Workers have signed and understood the daily works briefing.
- Workers have signed and understood your permit to work.
- Workers have the appropriate PPE for the environment and work being undertaken.
- Workers agree to participate in security searches and random, for cause and post incident drug and alcohol testing as is deemed necessary.
- Workers agree to work safe at all times and will stop and ask if unsure, identify a failing in the safe system of work or believe the task to be unsafe.

2.8. Work safe policy/zero harm

We actively encourage all workers and visitors to report hazards and unsafe conditions/behaviours so that we can provide a safe working environment for all. No person will be penalised for reporting unsafe conditions or refusing to work where there is a genuine concern for safety. Disregard for equipment, fellow workers, visitors, members of the public, rules and safety procedures will however not be tolerated and will result in your removal from site and possible disciplinary action.

2.9. Site rules

The site rules will be posted on the site noticeboard and discussed during the induction process. For reference, site rules are as follows:

- Poor safety standards or attitudes that don't meet our expectations or a direct violation of the site rules, training, industry best practice, legal requirements or RAMS/SSOW will simply not be tolerated on this project. Please note, that we reserve the right to remove anyone from site for working in an unsafe manner or without due regard to your own safety or that of your colleagues, visitors or members of the public.
- All persons working on or visiting the site will have a site induction and if applicable, a zone health, safety and environmental induction before being permitted to work on site.
- ID must be carried at all times while working within the site boundaries and all persons are to have their name printed on their hard hat.
- All persons working within on site must hold valid competency for their role or the task they are undertaking and be able to demonstrate when requested.
- Drugs and alcohol are not permitted on site, with the exception of legal prescribed or over the counter medication. However, anyone using prescribed

or non-prescribed medication that may affect their physical or mental functioning must notify their employer.

- Drug and alcohol testing – any person on site may be asked to take a drugs and alcohol test. A positive test for drugs or excess alcohol, or a refusal to take a test will result in sanctions up to and including termination of contract or refusal of entry to site.
- Personal Protective Equipment (PPE) – in general work areas not identified as PPE free zones, all persons are to wear PPE which includes a hard hat, high-visibility trousers with jacket/vest, safety gloves, light eye protection and safety footwear. RAMS are to outline task specific PPE.
- Supervisors must brief their teams before commencement of work each day. Operatives must not start work until they have received and understood the Daily Task Briefing (DTB).
- Everyone working onsite must follow the details of the agreed method statements, risk assessments, permits to work, tool box talks and task briefings.
- No one must start work if the workplace is unsafe or there are risks to their health. If unsafe or unhealthy conditions develop, then these works must cease and the supervisor informed immediately.
- Health, safety and environmental signs must be compiled with.
- Designated footpaths must be used to access the works where provided.
- Personal music players or radios, other than approved communication devices, are not allowed on site.
- Smoking on site is prohibited, except in designated locations.
- Meal breaks should be taken in designated areas.
- Do not remove, deface, vandalise or misuse anything on site.
- Do not access areas you do not have authority to go or urinate anywhere except in the toilet facilities provide for your use.
- Harassment or bullying of any kind will not be tolerated.
- Permission must be obtained prior to any photography or video filming on site.
- Mobile phone use is discouraged; however, it is permitted for safety related functions or when used in connection with work. The user must stand still and be in safe location and aware of his/her surroundings.
- Cross at designated pedestrian crossing points.

- Follow directions, instructions and advice given for safety or the safety of others.
- The maximum speed on site is 10mph.
- Seatbelts are to be worn at all times when driving or operating plant on site.
- Refuelling and wash down is only permitted at approved locations authorised by the Site Manager.
- Unless within designated routes designed with one-way routes and turning circles, a competent Banksman or Traffic Marshal is required for all reversing and turning manoeuvres where there is an interface with people.
- Obey all traffic signage and traffic marshals.
- The highway Code will apply to vehicles operating within the site.
- Mobile phones or site radios must be used whilst driving a moving vehicle.

2.10. Site inductions

All persons are to report to the Site Manager (or appointed deputy) for a site induction at the date and time instructed. The induction includes a pass or fail questionnaire. You will not be permitted to work on site or walk around the site until you have passed the induction. Competency cards will be checked during your induction and must be produced as part of the induction process and before being permitted to work on site.

Note – the employer is responsible for ensuring that inductions are booked through the Site Manager as it will not be acceptable to simply turn up and expect to be inducted. It should also be noted that persons attending inductions are to have sufficient writing, comprehension and English language skills necessary to pass the test. Inductions shall take account of the following:

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Site induction questionnaire	CGMS 404	New starter site induction
Managing individuals whose first language is not English	CGMS P272	To ensure communication is not adversely impacted by lack of understanding

2.11. Safe systems of work

Coleman method statements and risk assessments are to be developed and reviewed in line with:

- CGMS F472: Method statement & P473; RAMS
- CGMS G473: Method statement sign off guidance
- CGMS P222: CRRM Grading matrix for sign off; and
- CGMS F475: Risk assessment
- Microsoft's Global health and safety standards will be reviewed and implemented where applicable.

Contractors are not required to adopt Coleman templates, but documents must be submitted to Coleman prior to commencement allowing time for review. Contractor RAMS will initially be reviewed by the Project Manager and then Supervisor utilising form CGMS F479 'Assessment of Subcontractor RAMS'. This assessment will be attached to the RAMS. The HSE Lead will be invited to review all RAMS.

Work permits will be issued by the Site Manager (or deputy) and issued to an activity Supervisor/lead, with those workers to whom the permit applies signing for receipt. All permit sections must be complied with and completed in full with no additions after issue unless cancelled and a new permit is raised. Permits must be handed back and closed once they have expired, or the works have completed if sooner. Coleman shall issue work permits listed in the table at the end of this section.

Note – for any works within the NHS boundary, the Site Manager is to coordinate with NHS Managers to ascertain any permits required based upon the works. This includes within external areas or within the NHS building.

Please also see design changes section of this plan for further information of management of change.

Safe systems of work shall take account of the following:

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'
- The Management of Health & Safety at Work Regulations 1999

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Method statement/RAMS	CGMS F472	Detailing methodology and assessment of risk
Risk assessment	CGMS F475	Assessment of risk
Assessment of subcontractor RAMS	CGMS F479	Assessment of subcontractor RAMS
Permit to work - general works	CGMS F518	Permit to work - general works (valid for 5 days)
Controlled drop zone permit	CGMS F519	Controlled drop zone permit (valid for 5 days)
Permit to crush	CGMS F417	Permit to crush (valid for 5 days and specific to crusher)
Confined space entry permit	CGMS F436	Confined space entry (valid for shift only)
Hot works permit	CGMS F485	Hot works permit (valid for shift only)
Permit to excavate	CGMS F521	Permit to excavate (valid for 5 days only)
Permit to lift	CGMS F870	Permit to lift (valid for the lift activity)
Permit to remove asbestos	CGMS F546	Permit to remove asbestos (valid for the removal activity)
Permit to load	CGMS F812	Permit to load (valid for load duration)
Permit to dismantle	CGMS F813	Permit to dismantle (valid for dismantle duration)
Energy isolation permit	CGMS F557	Permit and notice to control works on isolated equipment
Energy isolation notice	CGMS F558	
Electrical work permit	CGMS F556	Permit to control works on electrical systems
Ladder permit	CGMS F560	Permit to control use of ladders

2.12. Security

In addition to 24/7 CCTV units positioned around the site, static guards will man access gates and patrol the former Quinn Radiators site. These arrangements will be maintained by the Client. Coleman works are not to compromise security and any potential impact is to be discussed with the Client.

A safe tour route must be discussed and agreed with the guards as works progress, as guards are not expected to enter internal dangerous demolition areas, but a visible presence must be maintained.

The site, CDM boundary and internal works areas is to be secured at all times. Gates must be kept closed and valuable materials not left on display. Warning, security and emergency contact details signs will be erected at regular intervals along boundaries.

Workers are to wear company branded PPE and sign in and out at all times. ID must be carried.

All potential or actual trespass must be reported and investigated so that potential weak spots and gaps in arrangements can be eliminated. The site boundary will be checked daily to ensure it remains secure.

The following forms apply to this section.

Document name	CGMS ref	Purpose
Site security plan	N/A	To manage install and arrangements throughout project
Security site log	N/A	Officer log of events and rounds
Incident report security and trespass	CGMS F466-2	Trespass report

2.13. Contractors

This plan applies equally to contractors as it does employees and it is the responsibility of the Site Manager for ensuring the requirements of this plan are communicated to contractors.

Contractors utilised on this project will be selected from the company approved supplier database and shall be issued with a subcontract order. Whilst contractor companies will be expected to provide their own dedicated supervision, such companies are responsible for ensuring they keep Colemans regularly informed as to progress and any safety or environmental issues that may arise.

The standards applied by all parties will be monitored by Colemans and if this falls short of our expectations then this may result in disciplinary proceedings and you or your company subsequently being removed from the project or your preferred supplier status being reviewed.

No contractor is permitted to sub-contract work unless they have themselves carried out an approval process on the sub-contractor and the sub-contract has been approved by the Coleman Project Manager.

Contractor management shall take account of the following:

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'
- The Health & Safety at Work Act 1974

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
PQQ	CGMS F038	Assessment of supply chain for approval
Assessment of Subcontractor RAMS	CGMS F479	Assessment of Subcontractor RAMS
Sub contract order	CGMS F603	To formalise orders to suppliers

2.14. Accidents, incidents, near misses and hazards

2.14.1 Hazard Reporting

Everybody connected with the project is encouraged to get involved in hazard reporting. Hazard spotting should be seen as an opportunity to put things right and maintain site standards before the situation potentially escalates to something more serious. We work on the basis of 'see it, sort it, report it'.

We therefore encourage all stakeholders, employees and contractors to utilise Colemans hazard reporting app "HazzApp" for the reporting and tracking hazards on site. If you have an Apple device, the app is available free to download from the app store. If you have an android device, the app is free to download from the Google Play Store. The site HazzApp pin code will be posted on the noticeboard. Our Site Manager or HSE lead will discuss the system with you during your induction.

2.14.2 General reporting culture, notifications and investigation

All accidents, incidents and near misses regardless of how trivial they appear are to be reported to your direct Supervisor and the Site Manager as soon as it is safe to do so. This will enable the situation to be assessed, corrected and investigated.

Subsequent escalation and investigation will follow company procedures (i.e. inform ASAP the Project Manager and HSEQ Manager who will in turn inform the Client and company Directors) but the Site Supervisor shall take full control of the situation on site. Emergency contacts are detailed in section 2.2 'Contacts' of this plan. Formal notification of an accident/incident is to be undertaken using CGMS F464 'Notification of accident' form.

The HSE lead will coordinate and oversee all subsequent accident investigations collating all relevant photos, statements and records. You are fully expected to participate in any investigation were requested to do so. The investigation will be documented on CGMS F466-1. All learnings will be shared via dedicated learning event bulletins and briefings to prevent recurrence.

The HSE Director will notify on behalf of the company all relevant enforcing authorities where required following an accident/incident.

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Notification of incident	CGMS F464	Notification of an incident to relevant parties
Accident & Incident detailed report	CGMS F466-1	Accident investigation
Interview question template	CGMS 470	To capture event details from individuals

2.14.3. First aid

First aid arrangements will be discussed during your induction.

First aid provisions (medium first aid kit and eye wash) shall be located in the site office as per the site plan (please see section 1.1).

The Site Manager is your first aider; his photo will be displayed on the site notice board. A first aid trained person must be present at all times during the works.

If you are injured at work you must report to the Site Manager and First Aider. You must not leave site if injured unless assessed and in agreement with the first aider. Circumstances pending, you may need to be driven to hospital by a chaperone for your own wellbeing.

First aid management shall take account of the following:

- HSE publication L74 'First aid at work: The Health and Safety (First-Aid) Regulations 1981. Guidance on Regulations'
- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
CPP	CGMS F590	Outlines first aid action plan
Method statement	CGMS F472	Outlines first aid provisions

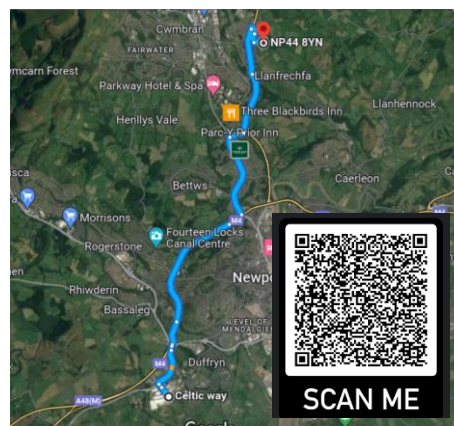
The location of your nearest A&E/Hospital and actions to take in the event of an accident will be displayed on the site noticeboard but are also identified below in image 2.14.3a.

Emergency Arrangements – route to A&E

(scan QR code for route)



Image 2.14.3a (University Hospital of Wales)



(Grange University Hospital)

Emergency Arrangements – accident & injury

<p>EMERGENCY ACCIDENT & INJURY RESPONSE PLAN</p> <p>Former Quinn Radiators site, Celtic Way, Celtic Lakes, Newport, NP10 8FS Grid ref: ST 27983 84245 What 3 words: jeeps.leap.unfair</p>
<p>THE SITE FIRST AIDERS onsite are: Albert Bouncer and Connor Share.</p>
<p>FIRST AIDER ROLE & RESPONSIBILITY:</p> <ul style="list-style-type: none"> • Provide local medical assistance within the capacity of their experience and resources • Attend the scene, equipped with an emergency first aid box. Keep supplies stocked • Ensure the scene of the accident or incident is safe, and if possible, provide local medical assistance within the capacity of their experience and resources • Serious injuries should always be reported to the emergency services for professional care • Report injuries to the Site Manager, or if this is the same person, notify the key contacts ASAP
<p>FIRST AID FACILITIES:</p> <ul style="list-style-type: none"> • 2no. medium size first aid box and sterile eye wash will be located in the Site Office. Additional first aid / eye wash stations will be provided in the working areas. • An AED will be located in the Site Office. • The Welfare cabins (office or meeting room) will act as a treatment/ rest room pending transfer to hospital or attendance of emergency responders
<p>IF YOU WITNESS AN ACCIDENT, INCIDENT OR NEAR MISS:</p> <ul style="list-style-type: none"> • Report all injuries, however minor, immediately to the First Aider and Site Manager • Do not put yourself at risk or attempt to deal with a situation that you are not equipped or experienced to deal with. Raise the alarm and seek help! • If you witness an accident or incident where fortunately nobody was hurt but there was the potential to cause death or injury, you must report the matter to the Site Manager
<p>CALLING THE AMBULANCE:</p> <ul style="list-style-type: none"> • Albert Bouncer will call the ambulance if the injuries warrant an emergency response • Dial 999. Give the operator your name and telephone number and ask for: AMBULANCE • When you get put through, stay calm and state clearly and distinctly the following..... <ul style="list-style-type: none"> • The nature of the accident and any injuries • What action has been taken • The site address (see above) and how to access the site if any special arrangements • Stay on the line, do not hang up until instructed
<p>TRAVELLING TO HOSPITAL/A&E/WALK IN CENTRE:</p> <ul style="list-style-type: none"> • You must be assessed by the site First Aider before leaving site • If the First Aider advises you should see a specialist, you must do so • The First Aider and Site Manager will assess if you need to be driven/chaperoned, do not drive yourself if this puts you at greater risk
<p>ACCIDENT NOTIFICATION & INVESTIGATION</p> <ul style="list-style-type: none"> • All accidents or near miss incidents must be reported ASAP using the emergency contact list displayed on the notice board (or DPHSP) • Accident notification and investigation forms are available from the Site Manager via CGMS • Do not interfere with or take photos of the scene of an accident unless authorised to do so • Do not leave site without authorisation of the First Aider and Site Manager • Witness statements are to be taken from witnesses • Persons involved may be subject to D&A testing

2.14.4. Fire

Fire safety arrangements will be discussed during your induction. Firefighting provisions (CO₂, dry powder, foam and water fire extinguishers) shall be located in the welfare area as per the site plan (please see section 1.1) and as identified in the fire risk assessment i.e. operational areas, processing areas, COSHH storage areas, building stairwells. The site muster point will be the main access gate.

The Site Manager is your Fire Marshal; his photo will be displayed on the site notice board. A Fire Marshal must be present at all times during the works.

Please always sign in and out of site. You must not leave site in the event of a fire unless authorised to do so.

The actions to take in the event of a fire will be displayed on the site noticeboard but are also identified below.

Fire management shall take account of the following:

- HSE publication L74 'First aid at work: The Health and Safety (First-Aid) Regulations 1981. Guidance on Regulations'
- The Regulatory Reform (Fire Safety) Order 2005

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Fire risk assessment	CGMS F434	To identify fire controls
Fire extinguisher check sheet	CGMS F431	Weekly checks to ensure provisions remain satisfactory
Site fire plan sketch	CGMS F433	To visualise fire plan

Emergency Arrangements – fire

EMERGENCY FIRE SAFETY RESPONSE PLAN Former Quinn Radiators site, Celtic Way, Celtic Lakes, Newport, NP10 8FS Grid ref: ST 27983 84245 What 3 words: jeeps.leap.unfair	
FIRE SAFETY MARSHAL/MANAGER: Albert Bouncer / Connor Share.	
FIRE SAFETY MANAGER ROLE & RESPONSIBILITIES: <ul style="list-style-type: none"> • Induct all permanent and temporary workers onto site and ensure that they are aware of the fire risk assessment and emergency fire procedures • Communicate to all site visitors (including drivers) the emergency fire procedures • Ensuring that fire escape routes are clear of obstructions; fire alarms and lighting is working effectively; and fire extinguishers are accessible and working • Ensuring that the arrangements within the fire risk assessment and hot works permits are implemented and adhered to • Undertake and document weekly inspections of all site signage and fire fighting and emergency notification equipment to make sure that it is in good order • Ensure that workers sign in and out and understand who is on-site at all times • Ensure that a roll call is taken at the emergency muster point in the event of an evacuation • Call the Fire Brigade in the event of an emergency and co-ordinate with them • Notify the key contacts ASAP 	
FIRE ALARM: <ul style="list-style-type: none"> • Air Horns will be used to communicate the outbreak of a fire to the workforce and visitors. 2-way radios and mobile phones can be used to supplement this • Air Horns will be located in the Site Office, Welfare unit and on all dedicated fire action points. Air horns should be removed from packaging and ready to use 	
IF YOU DISCOVER A FIRE: <ul style="list-style-type: none"> • Immediately use an AIR HORN provided to raise the alarm or advise the Fire Safety Manager • If safe to do so, close doors and windows in the area • For small fires where you feel it is safe to do so and you hold the appropriate training, attempt to extinguish the fire using an appropriate extinguisher • For larger or higher risk fires or if in doubt, don't tackle it, just evacuate 	
IF YOU HEAR THE ALARM: <ul style="list-style-type: none"> • If safe to do so, close doors and windows in the area • If safe to do so, turn off plant, equipment and safely shut down any hot cutting equipment • Evacuate in a clam manner to the muster point; do not return to collect anything • Do not leave the muster point until instructed by the Site Manager/Fire Marshal 	
CALLING THE FIRE BRIGADE: <ul style="list-style-type: none"> • Albert Bouncer will call the fire brigade immediately by dialling 999 • Give the operator your telephone number and ask for - FIRE BRIGADE • When you get put through, stay calm and state clearly and distinctly the following..... <ul style="list-style-type: none"> • The nature of the accident and any injuries • What action has been taken • The site address (see above) and how to access the site if any special arrangements • Stay on the line, do not hang up until instructed 	

2.14.5. Discovery of Asbestos

Should any unexpected ACMs be discovered:

- The Site Manager must be informed
- Works are to cease and the area barriered off
- It is important that if you have been inadvertently exposed to asbestos and could be contaminated, you do not spread contamination to other areas, therefore local individual decontamination will be required before leaving the area. This can be undertaken through use of an onsite decontamination unit overseen by the onsite asbestos contractor (if on site); or by using one of the dedicated emergency decontamination boxes (guidance is included in the box in line with HSE EM8 Asbestos Essentials 'Personal Decontamination' <https://www.hse.gov.uk/pubns/guidance/em8.pdf>)
- Sampling and assessment will then be organised and if confirmed as asbestos, a methodology and safe systems of work will then be developed for removal.
- The Site Manager/Project Manager will complete CGMSF445 'Asbestos Identification Report' and inform the HSEQ Manager/Project Manager in the first instance. The Project Manager will notify the Client and Project Director

2.14.6. Spills

In the event of a spill:

- Inform the Site Manager
- Without putting yourself at risk of harm, clear the area, turning off ignition sources, ventilating the space if enclosed as much as practical
- Refer to COSHH assessment and MDS for substance specific controls (this will include appropriate PPE, clean up method etc)
- Contain the spill from contaminating ground or entering drainage utilising spill provisions on site
- Clean up the spill and dispose of waste materials as per the COSHH assessment
- Any contamination must be notified to the HSE lead and Project Manager in the first instance, who will escalate based upon extent/nature/consequences of spill
- Always ensure used provisions are replaced.

CGMS documents relevant to this section

Document name	CGMS ref	Purpose
Emergency spill procedure	CGMS P344	To manage and control spills

2.14.7. Rescue at height

It is essential that if someone is injured or incapacitated whilst working at height, they can be treated and recovered safely without exacerbating their condition or putting others at unnecessary risk. Therefore, where work at height is undertaken on mobile elevated work platforms or scaffolding then the RAMS/safe system of work must include a specific rescue plan in the eventuality emergency rescue of workers is required. It will not be acceptable to solely rely on the emergency services. Rescue plans (CGMS F414) are to be rehearsed to ensure they can be implemented if actually required.

CGMS documents relevant to this section

Document name	CGMS ref	Purpose
Work at height rescue plan	CGMS F414	To manage and control rescue

2.15 Health & safety file

The Client, Principal Designer/Principal Contractor have agreed that information for inclusion in the Health & Safety File will as a minimum follow Appendix 5 of HSE publication L153: Managing health and safety in construction, Construction (Design and Management) Regulations 2015, Guidance on regulations.

The file is to be developed throughout the works and submitted in full as early as possible following completion of the works (usually within 30 days).

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Health & safety file	CGMS F707	To provide documents/records for handover at project completion
SSP	CGMS P701	To provide a structure for records at commencement and as project develops

3. Safety Arrangements

3.1. Asbestos

Asbestos identified in the R&D survey, to be carried out prior to the demolition works commencing by a licensed contractor, is only to be removed by trained and competent operatives in a controlled manner working to an agreed plan of work. Higher risk materials constituting>NNLW or LW will be removed by a licensed contractor

following the notification period to the HSE. All air monitoring, clearance certificates and consignment notes will be retained on site. The Site Supervisor will check and confirm all asbestos materials in the contractor's scope have been removed.

Should any unexpected ACMs be discovered see section 2.14.5.

All soft strip and demolition operatives are to hold asbestos awareness training, but please note this training is not sufficient to allow you to work with asbestos materials.

All works are to be undertaken in line with:

- HSE publication HSG248 'Asbestos: The Analysts' Guide'
- HSE publication HSG247 'Asbestos: The Licensed Contractors Guide'
- HSE publication 'Asbestos Essentials'
- NFDC publication 'NNLW Asbestos: DRG103:2019'
- HSE publication L143 'Control of Asbestos Regulations 2012. Approved Code of Practice and guidance'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Asbestos identification report	CGMS F445	To record asbestos finds
RPE daily checks	CGMS F449	Pre use inspections
Permit to work - asbestos	CGMS F456	To control asbestos works
Non notifiable statement of reoccupation	CGMS F447	To verify satisfactory conditions following removal

3.2. Services and utilities

There will be a full survey of all services and utilities including drainage, live services will be purged/disconnected before any demolition activity takes place.

For the benefit of doubt, only services physically marked up in green (i.e. green spray paint) and agreed with Mechanical and Electrical engineers are to be cut/removed. Live or retained services are to be marked as "live" with warning tape or sprayed red. Work on services will only be permitted under cover of our LOTO system / Energy Isolation Permit issued by an authorized energy marshal.

If there is confusion over what is marked up or how it has been marked, the site team will be briefed to stop and seek confirmation. The Supervisor is responsible for checking all services against the formal handover and isolation certification to verify the accuracy for the information received and works already undertaken.

There are to be clear 'air gaps' in pipework and cables at incoming feeds with blanks/caps removed and valves left open to allow venting. Disconnected gas pipework will be purged by Cadent under their scope and allowed to free vent with

air gaps and valves left open for at least 24 hours before removal by cold cutting (i.e. excavator attachment or recip saw – not flame cutting). Services are to be chased back to air gaps if further verification is required.

Live or retained services such as retained substations or cabinets and underground assets are to be protected from damage during the demolition works. A temporary works protective structure may be required for crossing points or to act as a debris screen (noting 24/7 access will need to be retained therefore a safe route provided). All schemes must be agreed with the asset owner.

No excavation or ground penetrations are to commence without review of the services plans, suitable RAMS developed, CAT scanning by a competent persons and completion of a permit to excavate. Refer to section 3,10 for excavation.

Important – when checking isolation certificates from utility owners or their contractors, the Site Manager must ensure the certificate provided is specific to the area and provides clear information on the status with no ambiguity. Plans must be updated to reflect any disconnections and terminations. Services that have not been sprayed green and verified as terminated are not to be removed. Any doubt about the status of services and utilities, must result in works stopping and clarifications sought.

The power feeding the pump house (pump house adjacent to building K) fed from Building L must be retained a live during site disconnections. This will be briefed to the team and covered in RAMS.

A shared private sewer diversion is to be installed as per approved design. Coleman's are to liaise with Welsh Water and other affected stakeholders within Imperial Park.

All works are to be undertaken in line with:

- HSE publication HSG47 'avoiding danger from underground services'
- HSE publication GS6 'avoiding danger from overhead power lines'.
- HSE publication HSR25 'The Electricity at Work Regulations 1989'
- NFDC publication 'Disconnection of Services: DRG108:2019'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Energy isolation	CGMS P557	Procedure to control work on isolated equipment
Energy isolation permit	CGMS F557	Work permit to manage isolations
Energy isolation notice	CGMS F558	Notice to warn of energy isolation

Electrical management	CGMS P556	Procedure to control work on electrical equipment
Electrical work permit	CGMS F556	Work permit to manage works on electrical equipment

3.3. Building and structural considerations

The development of demolition methodology/RAMS is to incorporate structural appraisal/investigation of buildings and components by the experienced demolition team members and engineers in order to establish structural integrity prior to and during demolition sequencing. A photographic pre and post dilapidation survey will be undertaken across the site and local area to record any pre-existing or newly developed infrastructure issues.

Any requirements for temporary restraint or bracing will be identified during the development of Risk Assessment and Method statement. Any temporary works design required to check the structural integrity for demolition is to be externally reviewed and signed off.

We will install secure fenced off exclusion zones incorporating CDM and warning signage during and throughout the demolition process. Heras fence exclusion zones are to be checked as part of Temporary works checks.

Site Manager responsible for monitoring exclusion zones and demolition sequence on a day to day basis.

Please also see 3.12 for demolition, drop zones, and exclusion zones.

The existing sewage pump house (adjacent to building K) will be fenced off to protect it from damage. The power feeding the pump house fed from Building L must be retained a live during site disconnections. This will be briefed to the team and covered in RAMS.

All works are to be undertaken in line with:

- BS6187 Code of practice for full and partial demolition
- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
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Inspection of structural fixings	CGMS F097	To check structural fixings integrity
Dilapidation survey	N/A	To monitor pre-existing defects
Building structural report template	CGMS P880	To record and assess buildings conditions
Civils structural report template	CGMS P881	To record and assess civils conditions

3.4. Personal protective equipment

Minimum mandatory items of PPE in all working areas (unless your task risk assessment identifies additional items) on this project are:

Item	Standard	Required
Hard hat	EN 397	All work zones – chin strap for work at height
Light eye protection	EN 166-1-F	All work zones
Gloves	EN 388	All work zones
Safety boots	EN 20345 – S3 – lace up with reinforced toe	All work zones
High vis vest/jacket	EN 20471:2013 + A1:2016 Class 3	All work zones
High vis trousers	EN 20471:2013 + A1:2016 Class 1 / RIS-3279-TOM:2016	All work zones

Task specific PPE may include:

Item	Standard	Required
Harness Restraint lanyard Fall arrest lanyard Fall arrest blocks Tool tether	EN 361:2002 EN 354:2010/EN 358:1999 EN 355:2002 EN 360:2002 N/A	Work at height
RPE – half face	EN 140 (reusable) EN 149 (disposable) Note suitable filter must be selected for the work. For dusty tasks minimum filter is P3. For hot cutting choose minimum of ABEK1P3	Dusty works Hot cutting less than 1 hour Asbestos works
RPE – full face	EN 136 EN 12942 (powered) EN 12941 (hoods) See filter info above	Dusty works Hot cutting above 1 hour Asbestos works

Gloves – cut resistant	EN 388 – minimum puncture level 3 & minimum cut level D	Soft strip tasks or other tasks where hands are at risk of cuts or puncture
Knee pads	N/A	When kneeling
Flame retardant overalls	EN ISO 11612:2008 (A1 B1 C1) EN ISO 11611:2007 (A1 Class 1) EN 1149-5:2008	Flame cutting
Flame retardant boots	EN ISO 20349:2010 S3 CI HI HRO Fe - Slip rating: SRC (non-laced boots)	Flame cutting
Flame retardant hood/snood	EN ISO 11612:2015 A1, B1, C1	Flame cutting
Visor	EN 166:2001 1, 9, B/A	Spark generating tasks Abrasive wheels Hot cutting
Goggles	EN 166 1BT 3/4, 9	Dusty activity Risk of splashes
Ear plugs	EN 352-2:2002	Noisy works
Ear defenders	EN 352-3:2002 (helmet mounted)	Noisy works

Full arrangements will be reiterated in your site induction and SSOW.

All persons wearing RPE relying on a tight fit and seal are to be clean shaven around the seal and have valid face fit for RPE model used. For dusty tasks, a P3 filter is the standard. RPE must be worn properly with a fit check undertaken prior to use (CGMS F449). RPE must be stored in appropriate containers when not in use with daily user checks recorded.

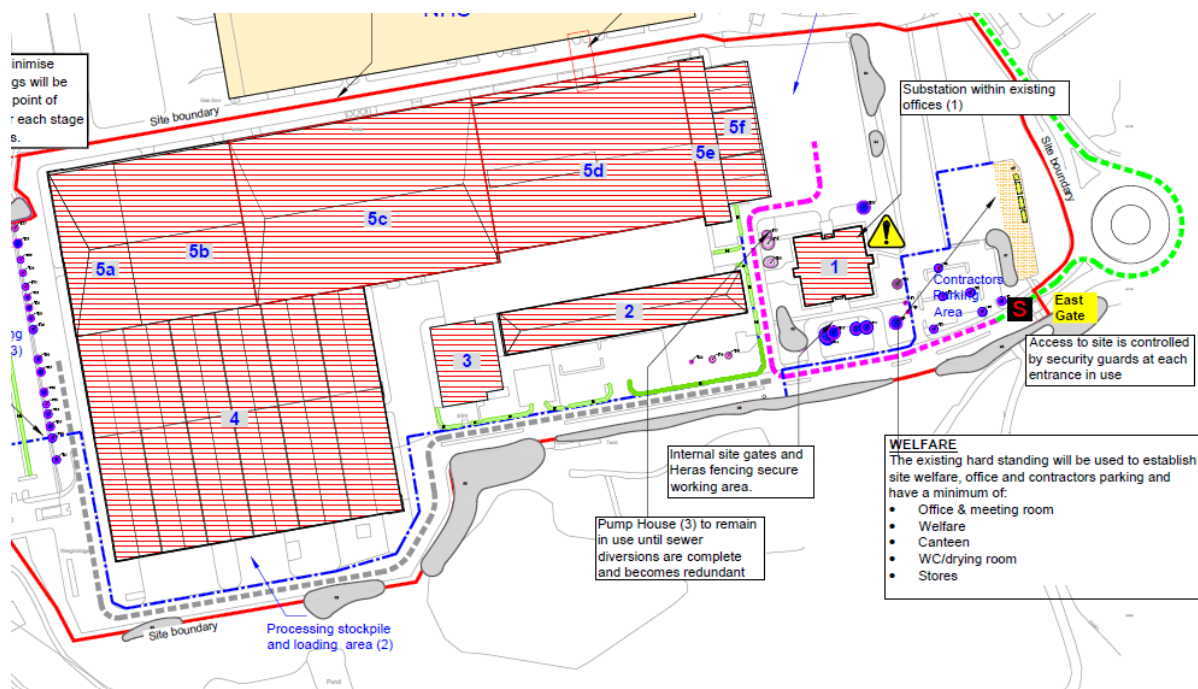
Operatives involved in specialist operations such as asbestos removal and environmental clean will refer to specialist/specific PPE/RPE requirements within their RAMS.

All works are to be undertaken in line with:

- The Personal Protective Equipment at Work Regulations 1992 (as amended)
- Control of Substances Hazardous to Health Regulations 2002

3.5. Welfare facilities

Initial welfare will be within the existing reception building, however this will be replaced in September 2023 by temporary welfare units will be utilised for these works which will be positioned as per image below. Facilities will be provided to account for the numbers of personnel projected on site and will initially be placed in the car park adjacent to the Celtic Way.



Site Layout – Welfare location near Eastern access.

Facilities will as a minimum include the following provisions:

- Site office including first aid provisions and laptop, printer etc
- Meeting / training room
- Clients Site Office
- Canteen with chairs and tables (with means to heat food, make cold and hot drinks, drinking water, keep food refrigerated, wash up and dispose of waste)
- Male and female toilets (separated - including means for washing, and drying hands).
- Changing and drying area (with benches, hangers and heaters)
- Stores
- Powder, foam and CO2 fire extinguishers and air horn
- Spill kit
- Notice and hazard board

Welfare will be cleaned regularly, and cleaning records (CGMSF527) maintained. Maximise ventilation of the welfare space where practical and weather dependant by opening windows and doors.

Welfare is to be in line with:

- The Personal Protective Equipment at Work Regulations 1992 (as amended)

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'
- The Workplace (Health, Safety and Welfare) Regulations 1992

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Welfare cleaning record	CGMS F527	Record of cleaning
Fire extinguisher check sheet	CGMS F431	7-day inspection

3.6. Designated smoking area

A designated smoking will be located in the following areas only:

- External to welfare compound

Persons opting to vape are to adhere to the same rules for smokers; the only exception is that vapers are to make use of a separate designated vaping area that does not expose them to cigarette smoke. Vaping is not permitted in flammable areas.

The smoking area will contain dedicated cigarette receptacles or water/sand filled metal bucket. A separate bin will be provided for general rubbish that is flammable i.e. packaging which should not be put in the cigarette bin. Cigarettes must not be discarded on the floor or dropped under cabins or in vegetation. The welfare fire extinguishers will be sufficient to cover this area if needed.

Please note smoking facilities will be removed if misused.

3.7. Hot works

Hot works, typically oxy-prone cutting, will only be permitted where cold cutting techniques prove not to be effective or practical. Please note that for the benefit of any doubt, spark generating activities shall be deemed hot works. Hot works are an effective processing and dismantling method but must be stringently controlled to mitigate the risks from fire, explosion, burns, IR/UV light and hazardous fumes and gasses.

A hot works permit must always be utilised for the activity. The area must be cleared of all flammable materials and gaps where sparks could travel sealed. A dedicated fire watch must be monitoring the area during the works and 1 hour after works have ceased. A charged hose and/or firefighting equipment must be available. Where practical, dedicated hot works zones should be formulated and separated from other works.

Acetylene will not be used. When not in use, propane and oxygen cylinders must be stored in an upright position in ventilated segregated lockable heras fenced

compounds with flammable gas and no smoking warning signs. At least one 9kg dry powder extinguisher is to be provided. Empty and full cylinders are to be segregated. The compound is to be a minimum of 15m from the site boundary, buildings or escape exits. When in use, cylinders can weight between 60-120kg and should be transported on cylinder trolleys. Churning is only acceptable for very short distances or adjustments and must only be undertaken by persons familiar with the practice

Prior to using oxy-propane burning equipment, the equipment is to be checked for leaks and correct set up before use each day with checks recorded on CGMSF486.

Additional PPE such as flame-retardant boots, gloves and overalls, hearing protection, visor, shade 3-5 welding glasses and air fed RPE or half face respirator with P3/ABEK1 filters. will be outlined in your method statement and hot works permit.

Important: due to the risk of fire or explosion, there is to be no blind hot cutting of enclosed items/pipework or potentially contaminated equipment.

Hot works shall take account of the following:

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'
- HSE publication HSG168: 'Fire safety in construction'
- BCGA guidance 'Liquid Gas UK – Code of Practice 7, Storage of full and empty LPG cylinders and cartridges'
- HSE publication INDG297' Safety in gas welding, cutting and similar processes'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Burning gear pre use inspection	CGMS F486	Daily pre use inspections
RPE daily checks	CGMS F449	Pre use inspections
Fire extinguisher check sheet	CGMS F431	7-day inspection
Hot works permit	CGMS F485	To control hot works
Fire risk assessment	CGMS F434	To control fire risk

3.8. Plant, machinery and equipment

No plant or equipment is to be brought on to site unless in a safe condition. All equipment is to be checked on receipt and rejected if defective. Hire equipment is to be photographed to evidence condition on receipt.

Machinery is to be provided with the operators manual and records of thorough examination (under PUWER/LOLER). These items must be requested if missing before putting the machine into service.

Materials are to be stored in allocated storage areas, created from commencement of works and as work areas are opened up as the works progress. Materials can be

stored at the point of use if this avoids double handling and is a permitted laydown/storage areas. No safe walkways or traffic routes are to be blocked by materials or unloading activity.

Only trained and competent persons are permitted to operate plant and machinery. Items are only to be used as per their intended design and the correct tool for the job is to be allocated. The machinery/tools involved in a task are to be listed within the RAMS, along with relevant competencies required.

All equipment is to be subject to pre use inspection with defects reported and quarantined if safety critical faults develop. It is important in particular that access steps and holds, lights, beacons, mirrors, cameras, windows, alarms, and edge protection is in good order and functioning. Beacons and seatbelts are to be in use when operational, with lights on in reduced light.

All portable electrical equipment will be subject to a pre-use visual inspection and P.A.T testing regime. Visual stickers to be attached to identify compliance. Register to be updated by Site Manager.

Should repair work be necessary, then such work will be covered under engineers/fitters/mechanics RAMS, by competent persons.

Any work on machinery that involves work at height must always be done from the ground or where not practical, from a safe position with adequate fall prevention measures.

Demolition areas and controlled exclusion zones will have a defined internal fence line. This fence line will be used to control access to moving machinery, where it is deemed this is a safer approach to relying on a Banksman or Marshal. The gates will be secured to prevent people encroaching on moving plant. 2-way radios are to be used to make contact with working parties and plant operators. It is essential that operational plant is turned off and isolated with the attachment grounded before approaching and that the machine is only reactivated once all persons are safely clear of the area and this is confirmed. Always ensure the operator has seen you and knows you are there using the radio and 'thumbs up'.

All plant/machinery is to be managed in line with:

- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)
- HSE publication L23 /Manual handling - Manual Handling Operations Regulations 1992 - Guidance on Regulations'
- DRG119 – Toolbox Talk 21 – Loading Metal Waste into Skips with Mechanical Plant – Guidance Notes
- DRG118 – Demolition Attachments – Guidance Notes
- NFDC publication 'Safe use of mobile crushers and screening plant'
- Conditions as listed on the crusher environmental permit.

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Mobile plant checklist and authorisation	CGMS F153	To confirm plant is in satisfactory condition and manual/records available. Results in issue of 'green' sticker
Wheeled plant check sheet	CGMS F184	Pre use inspections for wheeled plant
MEWP check sheet	CGMS F416	Pre use inspection
Harness/lanyard check sheet	CGMS F419	Pre use inspection
Mobile tower check sheet	CGMS F418	Pre use, 7-day, installation, modification inspection
Fire extinguisher check sheet	CGMS F431	7-day inspection
Genie pre use check sheet	CGMS F421	Pre use inspections
Podium check sheet	CGMS F420	Pre use inspections
RPE daily checks	CGMS F449	Pre use inspections
Vibration assessment	CGMS F440	Assessment of vibrating tools
Individual vibration exposure	CGMS F441	Record of individual exposure
Manual handling assessment	CGMS F494	Assessment for specific higher risk manual handling tasks
Generator checks	CGMS F596	Daily checks
Equipment pre use checklist	CGMS F567	Pre use inspections
PAT test record.	CGMS F502	PAT test confirmation
Energy isolation permit	CGMS F557	To control safe LOTO and isolations

Important - all operators are to ensure they undertake tyre checks including tyre pressure checks as part of daily pre use inspection; pressure gauge to be available
 Important - all persons to be familiar with and implement C&C poster 2018.2 "know your safe zones" and C&C learning event 2018.17 entitled "tyre blowout".

3.9. Excavation

For excavation and grading, the following procedures will apply:

- Confirming services/utilities are not present or if present are disconnected and can be removed or safely protected.
- Services plans, and records are legible, up to date and have been consulted.
- A permit to excavate has been issued and communicated with a clear scope and reference to applicable hazards.
- CAT scanning of area has been undertaken by a competent person and areas scanned marked on drawings (repeating a scan every 300mm excavated).

- Hand dug trial holes are formed to verify the precise location of services, using insulated tools, digging at the side of the service rather than digging directly over the top of it. No mechanical excavating or power tools within 500mm of the service .
- Safe hand digging/vacuum excavation practices employed where mechanical excavation may jeopardise utilities.

Excavation works are to be in line with

- L153 'Managing health and safety in construction: Construction (Design and Management) Regulations 2015. Guidance on Regulations'
- HSE publication HSG247 'avoiding danger from underground services.

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Permit to excavate	CGMS F521	To control excavation work

3.10. Temporary works

This project will involve a number of temporary works items e.g. temporary block and mesh fencing. For schemes designed to protect utility assets, the network owner will be consulted and the scheme agreed. The below gives an insight into how temporary works items are to be managed. Also refer to section 2.5 design changes.

The Temporary Works Coordinator and the Temporary Works Supervisor will be formally appointed by the company Designated Individual. The appointment letters will be retained in the project temporary works folder (either electronically or paper format). The TWS and TWC have ultimate authority on site for ensuring that temporary works processes are followed and suitable remedial action is taken where required.

For all temporary works items, requiring a design brief (i.e. beyond simple low risk standard solutions), a design brief will be created by the TWC and issued to the design engineer so a design can be drafted. The design brief is to provide the engineer with sufficient information to inform design principles.

The TWC shall confirm with the designer that the designer has understood the brief to enable the design to be suitably developed. Following the development of a design, the design will go through a process of design checking, pending on the assigned category of the temporary works item (this will be established following company temporary works procedures).

All live designs must be marked 'for construction'. It will not be acceptable to erect designs from tender or draft designs. All temporary works schemes information will be available to reference in the site temporary works folders.

The TWC is to ensure the temporary works register is kept up to date and retained in the project temporary works folder. The register is to record the status of all temporary works schemes

Following an inspection by the TWC of the temporary works item, a permit to load will be issued by the TWC to authorise the item to be loaded. Similarly, prior to striking, a permit to dismantle will be issued. All permits will be retained in the site temporary works folders.

The TWS shall record weekly inspections of the TW item. This will be retained in the site temporary works folders. Any issues with a TW item must be raised immediately so remedial action can be taken. Specialist temporary works items such as scaffolding will be inspected by a competent CISRS scaffold inspector on a 7-day basis (unless altered, subject to loading/damage that could compromise it or newly built then an inspection at that point is required). Scaffolding will be formally handed over once erected and safe to access. Scaf tags will be used to display the scaffold information and date of inspections.

All temporary works items will be designed, checked, constructed and maintained as per:

- Coleman procedures on temporary works;
- BS 5975:2019 'Code of practice for temporary works procedures and the permissible stress design of false work'.
- TG20:13 'Good practice guidance for tube and fitting scaffolding'.
- SG4-15: 'Preventing falls in scaffolding operations'
- Specific instructions from Utility owners
- NFDC publication DRG115 – 'Temporary Works – Hoardings – Guidance Notes'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Temporary works appointments	L804/L903	To assign responsibility for the management of temporary works
Temporary works register	CGMS F806	To record all temporary works items
Design brief	CGMS F835	To ensure a temporary works design is considered
Design check	CGMS F809	To ensure design is suitable
Permit to load	CGMS F812	To ensure design can be put into use and satisfactory
Permit to dismantle	CGMS F813	To manage the dismantling of the item
Periodic inspection	CGMS F814	To evidence regular inspections

3.11. Work at height

All activities requiring work at height are to be assessed as part of the task method statement and risk assessment. Where possible such work should be avoided, however where this is not possible the hierarchy of control must be followed to ensure fall prevention and collective measures are prioritised over personal and arrest measures.

For example, the use of demolition excavators from the ground reduces the need to work at height. Where materials need to be removed at height more carefully, then purpose built specialised collective platforms i.e. PASMA towers may be used as long as they are installed and inspected by competent persons under dedicated RAMS.

Scaffolding will only be erected by trained and experienced CISRS scaffolders to a specific design/plan and RAMS. Scaffolders must erect the scaffold and utilise fall protection to mitigate falls from height in line with SG4:15 'preventing falls in scaffolding operations'. Where scaffolds are sheeted under the design to mitigate the risk of debris/dusts, the development of gaps in the protection must be monitored and addressed. You must never climb down the outside of scaffolding. Scaffolding is not to be adjusted by non-scaffold operatives. Tubes and clips are not to be thrown from floors. Scaf tags will be used to display the scaffold information and date of inspections.

Only dedicated means of access and egress must be used, you must not climb out of MEWPS or step over or climb scaffolding or tower frames.

When using MEWPS, only IPAF trained persons are to operate based on category of training. Ensure the machine is suitable for the task and the ground is suitable and trapping hazards have been identified (refer to CGMSP416). The MEWP is to be inspected before use each day (CGMSF416). Do not position the machine so that the ground controls are blocked off and ensure an operative on the ground familiar with the ground controls must be available. A harness and restraint lanyard clipped to dedicated anchor point in basket is required in cherry picker machines at all times, and worn in scissor lifts when moving up and down only. Scissor lifts are to be lowered before being moved. MEWP stabilisers are to be used where available.

When using tower scaffolds, these must be erected by PASMA trained operatives and inspections carried out in line with CGMSF418 'Mobile tower scaffold check sheet'. Build the tower in line with manufacturer's instructions. Do not push people on the platform, lock castors, utilise the braces and secure trap doors when in use. Never climb down the side of the tower and display a scaf tag inspection record.

Ladders typically are not to be used unless authorised by the Site Manager and subject to an inspection regime, pre use checks and a ladder permit. Scaffold ladders are viewed as integral to the scaffold and subject to scaffold inspection regime.

Controlled exclusion zones will be created below work at height areas i.e. when erecting scaffolding or working in a MEWP, however tool tethers are to be used and chin straps in windy conditions or works at a height exceeding 3m, or in public areas.

Rescue plans are to be in place prior to commencing work at height operations to ensure should an emergency or fault situation occur, all persons could be rescued safely and swiftly.

Work at height shall take account of the following:

- HSE publication INDG401: Working at height - a brief guide
- BS 8460:2017 'Safe use of MEWPs; code of practice'
- BS 7121-1:2016 'Code of practice for safe use of cranes'
- TG20:13 'Good Practice Guidance for Tube and Fitting Scaffolding'
- DRGV107 – Safe Use of Scaffold in the Demolition Industry – Video – Guidance Notes
- SG4:15 'Preventing Falls in Scaffolding'
- Coleman procedures for lifting
- Access tower manufacturers guidance

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
MEWP check sheet	CGMS F416	Pre use inspection
Harness/lanyard check sheet	CGMS F419	Pre use inspection
Mobile tower check sheet	CGMS F418	Pre use, 7-day, installation, modification inspection
Podium check sheet	CGMS F420	Pre use inspections
Rescue plan	CGMS F414	For detailing arrangements for rescue

3.12. Demolition works, drop zones exclusion zones.

It is important that people are kept out of high-risk areas where they could be hurt or have no authority to be. These areas are ordinarily referred to as exclusion zones. The site is effectively an exclusion zone for members of the public but on site, local work areas will have their own exclusion zones implemented.

Internal demolition or activity exclusion zones may vary depending on the stage of works and will incorporate demolition warning signs positioned in prominent locations along the boundary fence line. These zones are to be stringently controlled especially where these are formed by the site boundary or there is shared access.

Important – all exclusion zones are to be outlined in a dedicated SSOW showing the boundaries of the zones; this includes extension beyond the site where public areas are at risk

Demolition, drop zone and exclusion methodology is to be implemented as per the requirements of:

- NFDC publication 'Exclusion zones'
- NFDC publication DRG102 – 'Deconstruction of Structures from the Top Down – Guidance Notes'
- BS 6187:2011 'Code of practice for full and partial demolition';

- HSE publication L153 'Construction (Design and Management) Regulations 2015; Guidance on Regulations'.

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Controlled drop zone work permit	CGMS F519	Controls the drop zone process

3.13. Lifting

In order to facilitate the delivery of equipment to site lifting activity will be required. Part of the de-construction process will require the use of mobile cranes to save structural steel work for re-use. (Green Steel)

Prior to any lifting activities, ground condition investigations to check suitability of out rigger positions and crane location. Colemans are to liaise with utility providers and undertake ground penetrating radar surveys to ensure that buried services are not compromised.

Lift proposals will be formulated by a competent Appointed Person under a dedicated lift plan (CGMSF860/859), Hiab lift assessment (CGMSF863), permit to lift (CGMSF870) and associated RAMS. A competent Lift Supervisor must be present throughout the lift with competent Slingers to assist as necessary with the safe execution of the lift.

Where lifting points are reused, these must be assessed as suitable by the engineer. Weather forecasts will be monitored regularly for works planning, therefore an anemometer must be available.

Lifting equipment must only be brought to site and used if it is in good condition, has in date valid records of thorough examination and is subject to pre use inspection (CGMSF861). All equipment must be stored in dedicated areas to avoid damage.

No persons are at any time to walk under live loads. The positioning of cranes and elevated platforms will be considered only after ground loading checks. Tag lines should be used to steady the load but do not wrap these around your hand.

There is to be no slewing over or hazardously close to live and occupied premises, site services and overhead public utility infrastructure.

All lifting operations are to comply with:

- HSE publication L113 'Safe use of lifting equipment; lifting operations and lifting equipment regulations 1998';
- BS 7121-1:2016 'Code of practice for safe use of cranes'
- CGMSP850 'Coleman procedures for lifting'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Mobile plant checklist and authorisation	CGMS F153	To confirm plant is in satisfactory condition and manual/records available. Results in issue of 'green' sticker
Wheeled plant check sheet	CGMS F184	Pre use inspections for wheeled plant
Harness/lanyard check sheet	CGMS F419	Pre use inspection
Genie pre use check sheet	CGMS F421	Pre use inspections
Manual handling assessment	CGMS F494	Assessment for specific higher risk manual handling tasks
Lift plan register	CGMS F856	To monitor lifts in progress
Permit to lift	CGMS F870	To control the lift activity
Lift plan CAT 1/2/3	CGMS F859/F860	To outline lift arrangements
Lift gear register	CGMS F861	To monitor service records of equipment
Excavator lift assessment	CGMS F864	To assess simple excavator lifts
HIAB lift assessment	CGMS F863	To assess simply HIAB lifts

3.14. Confined space

The potential for such works will be identified during planning and look ahead sessions however at this stage no confined space work is anticipated. This section will be reviewed and updated should such work become apparent. Until that point, confined space work is not authorised.

4. Health Arrangements

4.1. Substances

It is important the site team are provided with information regarding the contents or past use of any pipework that may contain residues. This will allow COSHH assessments to be formulated as necessary. Pipe work will be checked for dead legs and open ends.

There are a number of hazardous substances that will be removed prior to any demolition activities.

There a redundant oxygen and Argon tank that is empty with visible cuts on the feed lines entering the building. BOC will attend site to confirm disconnection and purging prior to removal from site.

Hazardous waste identified within service pits in the Building to the West of the project will be tested and removed from site.

There is a 2000 litre fuel tank connected to the Sprinkler pump room. All remaining liquid is to be tested, removed, cleaned with a certificate of cleanliness issued prior to disposing of the entire tank.

Pipework may also be encapsulated in foam or fibrous insulation materials, that should be removed as intact as possible to avoid skin irritation or inhalation of respirable fibres.

COSHH assessments are required for all hazardous substances encountered on this project. Substances (this includes chemicals, fuel, oils etc.) are to be stored in dedicated 'COSHH' storage/bunded areas (capable of withholding 110% capacity of the largest container) and have lids and labels fitted.

There must be no hot works or smoking near container stores. Refuelling and plant maintenance is to be done in dedicated areas away from drains.

No materials are to be disposed of down site drainage. Bunds will be monitored for overfilling. All spills must be reported but refer to CGMS P344 for practical guidance on how to handle a spill. Spill containment provisions are located in the following locations and will be checked regularly and recorded on CGMS F345:

- Site welfare;
- COSHH compound;
- Manoeuvred around areas by the teams subject to work activity undertaken.

If there is presence of contaminated land during excavations works. Works are to be halted in the area, tests to be taken prior to a remediation strategy being devised and RAMS developed. Physical contact with contaminated materials is to be avoided. Relevant PPE applicable to any remediation will be outlined in the RAMS.

All work with substances are to comply with:

- Control of Substances Hazardous to Health Regulations 2002

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
COSHH assessment	CGMS F438	To outline controls for works with substances
Spill kit check list	CGMS F345	To monitor kit content
Weekly drain checks	CGMS F350	To monitor drains

4.2. Lead/fume

Where possible, any steel potential consisting of lead paintwork or lead flashing will be handled mechanically. Should manual handling or hot works be required, then gloves will be worn and hands washed thoroughly before eating/drinking/smoking. Oxy-propane cutting will require RPE fitted with a P3 filter to mitigate against inhalation of hazardous fume. Burning may also generate gaseous by-products which will require a combined ABEK1/P3 filter – this will be outlined in your safe system of work. Operatives exposed to lead will be enrolled on an occupational health programme including blood lead analysis at regular intervals.

All works to be in adherence with

- HSE publication L132: 'Control of lead at work'.

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
RPE daily checks	CGMS F449	Pre use inspections

4.3. Guano and carcasses

No significant issues have been noted and works are taking place in the open air. Any subsequent sightings should be reported to your Supervisor.

All work with substances is to comply with:

- Control of Substances Hazardous to Health Regulations 2002

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
COSHH assessment	CGMS F438	To outline controls for works with substances

4.4. Smoke detectors/fluorescent lighting

Smoke detectors can contain a small amount of radioactive material but generally these items are quite robust. It is only with intentionally intent to damage or careless handling that damage can occur to the point where the units housing is broken. This is to be avoided and the units unscrewed/removed carefully and placed in dedicated containers for specialist contractor disposal.

Fluorescent tubes can contain small amounts of mercury which is toxic. If broken, which can easily happen when mishandled, this can be released. It is therefore important to ensure tubes are carefully removed avoiding damage then placed in dedicated light tube coffins. If you damage a tube, keep people out of the immediate area and ventilate the space, don eye protection and disposable gloves

under general work gloves, working outwards in to avoid stepping on residues carefully scoop up broken glass with two pieces of stiff cardboard/paper or similar and place in a bag. Use the sticky side of duct tape to pick up the small shards and residues and place in the same bag. Use a damp cloth or wet wipes to wipe over the area and then place these into the same bag. Remove gloves and place these into the same bag. Seal the bag with tape and place into a second bag taping that also. Place the bags into a suitable sized cardboard box and label as hazardous waste damaged light tubes and arrange specialist collection. Any clothing you feel may have been contaminated should be disposed of. Wash your hands and skin thoroughly afterwards.

Remember, there is no risk of exposure if the units are protected from damage and removed and disposed of safely. These items must be collected carefully via MEWPS or scaffold towers keeping them intact where they will be stored in dedicated containers for collection by a specialist contractor.

All work with substances are to comply with:

- Control of Substances Hazardous to Health Regulations 2002

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
COSHH assessment	CGMS F438	To outline controls for works with substances

4.5. Dust

It will not be acceptable to carry out activities that expose persons to generated dusts without implementing controls to mitigate dusts both at source and airborne.

Mobile dust suppression units and machine mounted suppression (fine atomised spray) will be utilised to control dust at source, The Site Manager will continually monitor visual dust levels and cease works if dust levels are excessive or beyond levels expected which indicates implemented controls may not be working effectively. Localised dust suppression for smaller tasks may be provided through the use of on tool water feeds, on tool extraction and pressurised spray bottles. Under no circumstances should dry sweeping be permitted.

All work with substances are to comply with:

- Control of Substances Hazardous to Health Regulations 2002
- IAQM Guidance on the assessment of dust from demolition and construction

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
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COSHH assessment	CGMS F438	To outline controls for works with substances
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4.6. Noise & vibration

Hearing protection will be available on site for operatives to use. Protection requirements will be established in risk assessments and method statements but where required must be worn. (Please refer to section 3.4). As a rule of thumb, if it is too noisy to hold a conversation at 2m, then hearing protection is required.

Where noisy activities are taking place, these areas are to be demarcated as mandatory hearing protection zones with appropriate signage posted. If practical, localised acoustic screens may be used to mitigate the transmission of noise for certain activities at sensitive boundaries or where segregation of people is problematic.

Tasks involving vibrating tools will be planned to ensure operatives are not being overly exposed to hand arm vibration (HAV). Where practical, remote tools not requiring to be held will be used or lower vibration models. Operatives using vibrating tools are to monitor trigger times in line with the tools vibration characteristics and ensure exposure logs are kept up to date. You can help mitigate exposure to vibration and symptoms associated with vibration exposure by ensuring you are using the right tool for the job, keeping accessories such as blades and chisels sharp, not forcing or over gripping the tool, ensuring the correct hand holds are held and dampening shrouds are in good condition, rotate usage between the team and keep hands warm.

You may have a vibration exposure health issue such as HAVS if you notice any of the following issues/symptoms when you have been using vibrating tools;

- Discomfort or numbness/tingling in your hands, fingers or wrists
- A loss of strength in your hands or difficulty picking up fine objects
- The tips of your fingers going white then red in the cold/wet and then painful on recovery

Please report any such symptoms to you Supervisor and avoid using vibrating tools.

Machine operators may also be exposed to whole body vibration (WBV) during their work. The effects of vibration to operators can be reduced by; adjusting cab seating and ensuring it is in good condition, ensuring tyres and tracks are in good condition and at required pressures, avoiding bouncing of the machine by ensuring routes are suitable and level and not overloading the attachment or asking the machine to work beyond its capability.

All work exposing people to noise and vibration are to comply with:

- HSE publication L108 'Controlling noise at work: The Control of Noise at Work Regulations 2005'
- HSE publication INDG175 / INDG296 'Hand arm vibration at work – a brief guide for Employers / Employees'
- BS 5228-1:2009+A1:2014 'Code of practice for noise and vibration control on construction and open sites - noise'
- BS 5228-2:2009+A1:2014 'Code of practice for noise and vibration control on construction and open sites – vibration'

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Individual exposure record HAVS	CGMS F441	To record a person's exposure
Vibration assessment	CGMS F440	To calculate vibration levels from equipment
Noise assessment	CGMS F458	To calculate noise levels from equipment

4.7. Drug Paraphernalia & SHARPs

Although no known drug paraphernalia has been reported, operatives are to remain vigilant for these items throughout. Recovery of these items must be detailed within a specific risk assessment and with the use of SHARPS kit. If you believe you have received a needlestick injury, you should;

- Report to the first aider immediately
- Encourage the wound to bleed, ideally by holding it under running water wash the wound using running water and plenty of soap, do not scrub the wound while you're washing it, do not suck the wound, dry the wound and cover it with a waterproof plaster or dressing
- Seek medical attention as a precaution

All work with substances are to comply with:

- Control of Substances Hazardous to Health Regulations 2002

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
COSHH assessment	CGMS F438	To outline controls for works with substances

4.8. Weather

Weather reports are to be monitored by the Site Manager as part of day to day works planning. Tasks taking place on a given day may need to be reviewed and rescheduled based upon weather conditions. For example – it is foreseeable that lifting activity, high reach demolition or working on mobile elevated work platforms could be directly impacted and the risks deemed unacceptable during a spell of strong winds and therefore on a temporary basis, alternative activities involving low level works could be scheduled.

These works are going to take place across all seasons. In the Summer where excessive and prolonged high temperatures and high humidity is likely to be experienced. Therefore, the following measures need to be considered;

- Provide shaded break out facilities out of direct sunlight.
- Maximise air movement and cooling in break rooms.
- Refrigerators to be available to cool drinks.
- Drinking water must always be available so workers can stay hydrated. Bottled water may be able to be stored in a designated area close to the work site to avoid unnecessary transiting. Remember that consumption will increase significantly and stocks must be maintained and planned accordingly
- Review PPE requirements. Minimum PPE must be maintained, but check workers are not wearing unnecessary PPE or clothing that hinders breathability. The use of substantial PPE in excessive heat may increase the risk of heat stress and fatigue.
- Provide shaded eye protection if glare is an issue.
- Ensure rest breaks are taken and increase breaks in duration and frequency to avoid fatigue.
- If high intensity works are taking place in excessive heat, the Site Manager should review if the works can be undertaken safely.
- Encourage workers to stop and rest and hydrate if feeling unwell during works in high heat or humidity.
- Ensure sun block with a minimum SPF of 30 is provided and used on bare skin (i.e. arms/face)

During winter working there will be;

- Provision of suitable wet weather gear.
- Monitoring of the weather forecast.
- Provision of additional lighting
- De-icing of any foot paths/walkways
- Pipes will be insulated.
- Promote use of additional breaks, changing clothes and suitable temperatures in welfare/Drying rooms
- Reduced winter working hours.

Task lighting will be introduced where natural light is diminished or electrical isolation remove existing lighting. Where used, trailing cables should be avoided and luminaires protected from smashing by protective casings/cages. Note – luminaires may get hot and so must be placed considering the environment they are in.

4.9. Waste Management

The methodology for the removal of specific waste materials will be outlined in the RAMS. The principal will be that materials arising from the demolition works will be reused, recycled or disposed off site through a licensed waste stream.

4.10. Manual handling

The mechanical handling of materials is favoured over manual handling, therefore measures are to be taken to limit the amount of handling that's required, such as:

- Using cranes, excavators, telehandlers and skid steers to move materials mechanically.
- Using trolleys or skids to support the weight of the item and aid manual effort.
- Breaking loads down to reduce the weight.
- Asking colleagues to help move items in a team lift.
- Designing laydown areas and traffic routes to avoid double handling.
- Ensuring the load is stable, robust and has holding points.

All workers are to have manual handling training where they are required to undertake significant manual handling as part of their duties. When you have to handle materials, always stand back and assess the task properly. Make sure the route is clear and level before moving. but typically, you should adopt a good stance and grip and lift with your back straight and knees bent, keeping the load close to the body and using your legs to push up. Never lift anything you feel is beyond your personal capacity or simply should not be lifted alone, or by a person, or cannot be controlled effectively when lifted.

When handling materials that could be sharp and cut or puncture the skin, use cut and puncture resistant gloves (upgrade from standard site issue) and cover the wrists and arms from cuts with overalls sleeves or specialist Kevlar gauntlets. Glazing should only ever be removed by applying protective film before removing and nails/screws should be hammered flat or removed.

Gas cylinders can weigh between 60-120kg when full and should be transported on cylinder trolleys. Ensure the cylinders are strapped up, tyres inflated and route clear. Do not overload the trolley Churning is only acceptable for very short distances or adjustments and must only be undertaken by persons familiar with the practice.

Important – when handling remember to position and protect your fingers and toes when injury. If sharp materials/edges are present, the arms should be covered also.

Manual handling operations are to comply with:

- HSE publication L23 'Manual handling - Manual Handling Operations Regulations 1992 - Guidance on Regulations

The following CGMS forms apply to this section.

Document name	CGMS ref	Purpose
Manual handling risk assessment	CGMS F494	To assess handling activity in relation to individuals

4.11 Flooded fire water pits

Within the Sprinkler Room shown on the drawing below there are deep open pits holding water. This area will be closed for access to any persons until

- Edge protection is provided.
- The water is tested for contamination.
- The water is pumped out for suitable disposal.
- The pits have been backfilled.

Water in the Sprinkler pump room is to be tested to confirm whether any contamination is present. The tests are to be submitted to Welsh Water when applying for a discharge consent to remove it.

All works will be carried out under a cover of an approved Method Statement.

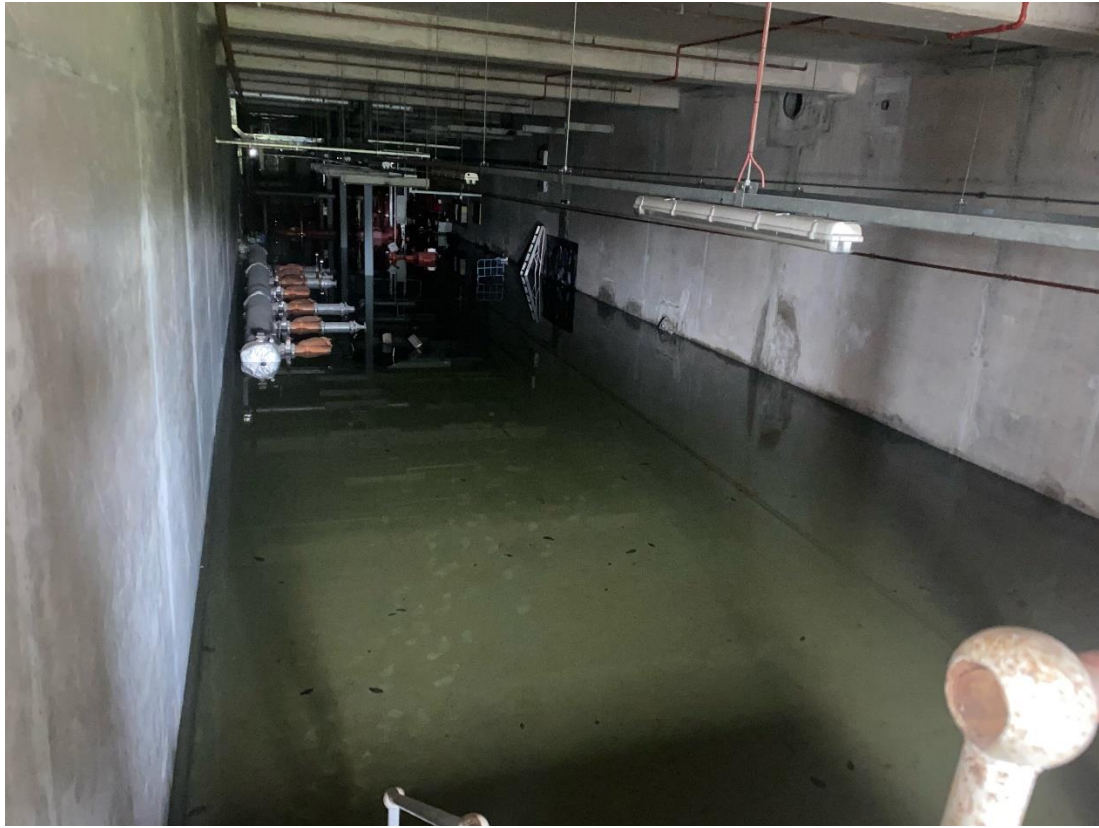


Photo of Sprinkler Tank Room.

There is a suspected leak from the fire hydrant main, this is to be investigated and isolated to prevent flooding of the site. These investigations will run concurrently with the drain down of the Sprinkler tank room.



Location of sprinkler tank room.

4.12. HV Overhead Pylons

There are High Voltage Electricity Pylons that over sail the Western Elevation of site. Any activities within the vicinity must be in accordance with GS6: Avoiding Danger from Overhead Power Line. A 6m safety exclusion zone is to be established to prevent any encroachment. Signage and non-conductive high-level indicators are to be used to highlight the risk. Access to this area will be strictly controlled at all times.



Eastern Elevation HV Pylons.