GUILD LIVING

MORGAN SINDALL

Guild Living, Epsom

Construction Environmental Management Plan

Revision 05

Contents

1.0 Introduction

The project involves the demolition of land adjacent to Epsom General Hospital into a new 'Later Living' complex of residential apartments, care facilities and amenities.

The purpose of this Construction Environmental Management Plan (CEMP) is to outline how a construction project will avoid, minimise or mitigate effects on the environment and surrounding area.

Construction Environmental Management Plans often detail the implementation of measures in accordance with environmental commitments outlined in; an Environmental Policy or Environmental Plan, requirements of planning conditions, section 106 agreements or other legislative requirements. They are 'live' documents that are reviewed and updated at regular intervals throughout the project life cycle.

This document forms part of a suite of site documentation, this report focuses exclusively on environmental effects and the delivery of mitigation identified in the Environmental plan. Site health and safety will be covered in our Construction Phase Health and Safety Plan.

The purpose of a construction environmental management plan is typically to:

- Highlight stakeholder requirements.
- Ensure that the development is compliant with current environmental legislation.
- Outline environmental management system requirements (in accordance with ISO 14001).
- Detail the mitigation committed to within the Environmental plan and how it will be implemented on site.
- Ensure that any adverse effects are minimised during construction.
- Describe any site-specific method statements required.

1.1 The Site

The site is located in the Borough of Epsom & Ewell and the project consists of the following:

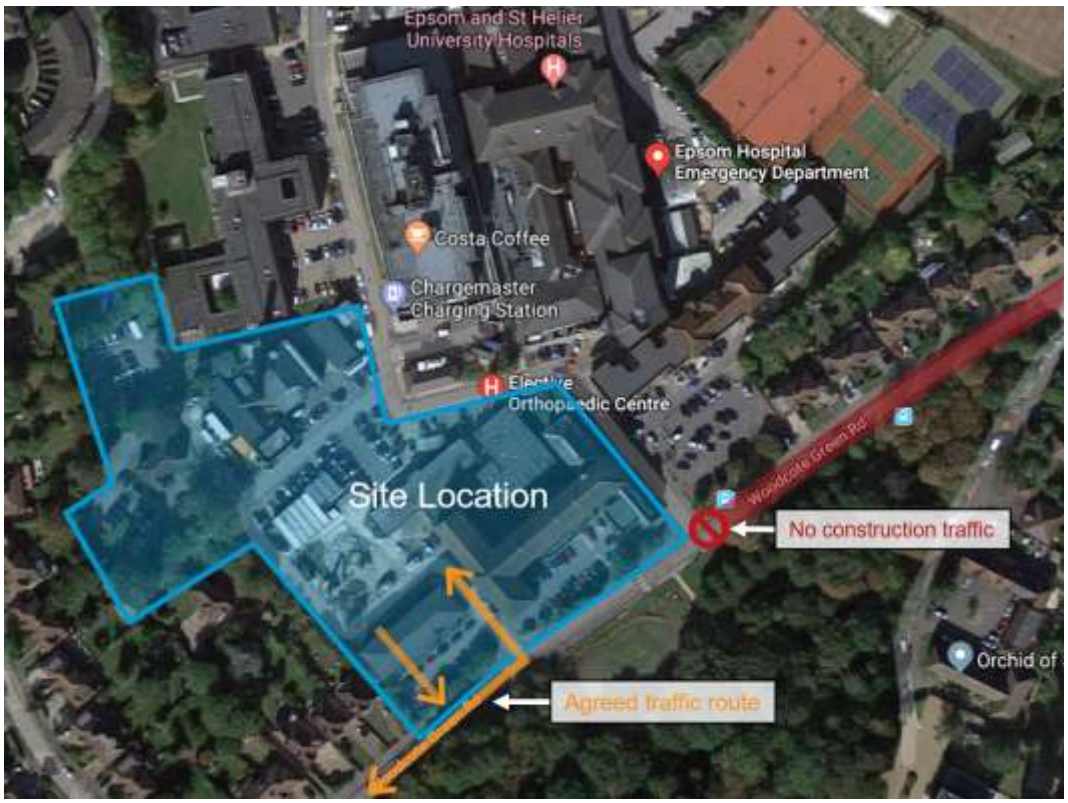
- Demolition of existing York House, Rowan House, Woodcote Lodge and disused Boiler House adjacent to Epsom General Hospital.
- Creation of 264 Guild Living residences, along with car parking and associated amenities to form a later living village.
- 28 Guild Care Suites – Transitional care apartments
- 10 Guild Care residences – Larger GCS transitional care apartments with GCS range of care and support services
- 24 Key worker apartments

These works are due to commence in March 2021 with the asbestos removal and demolition works of the Boiler House and Chimney. The demolition of Rowan House and Woodcote Lodge will commence in May 2021. The construction of the building is due to commence in August 2021 and complete in early 2024.

Figure 1: Site Location

Directly in front of the area to be developed in Woodcote Road, which will be used for construction access. No construction vehicles will use the hospital delivery route or M&E entrance to the hospital to ensure segregated access of the construction works.

Figure 2: Existing Site Layout



1.2 Stakeholders & Project Team

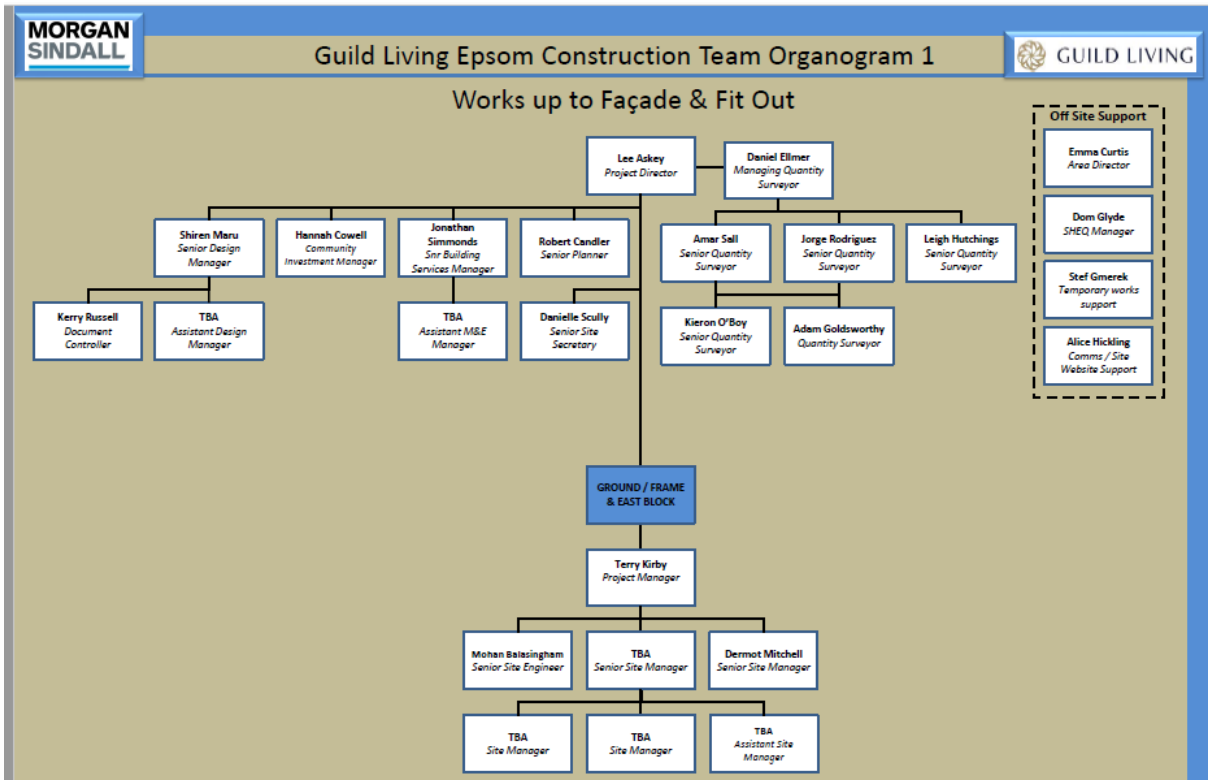
The parties involved include:

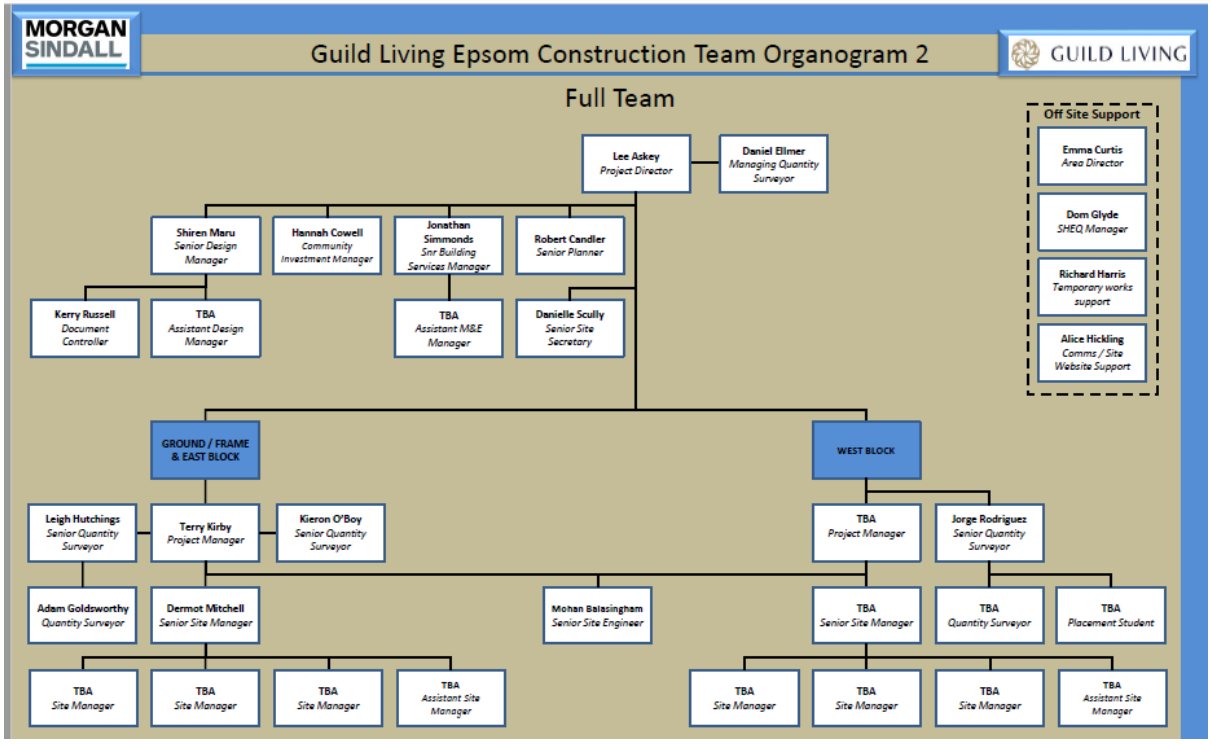
Landowner	-	Guild Living
Project Manager	-	Cast
Main Contractor	-	Morgan Sindall
Cost Consultant	-	Cast
Architect	-	Marchese
Structural Engineer	-	Hydroc
Landscape Architect	-	Andy Sturgeon
Principal Designer	-	Orsa Projects

Our Project Director, Lee Askey will have overall responsibility for the Construction of the project. He will be supported by a series of Project Managers for each of the new buildings. Each Project Manager will have responsibility for their respective areas, and will be supported by Site Managers, who will have day to day responsibility for the works inside their allocated areas. Hannah Cowell, our Community Investment Manager who reports directly to Lee Askey, will be employed on the project to assist with community liaison. Hannah, who shall be supported by the site team, will be the dedicated single point of contact for the local community, Epsom General Hospital, neighbouring properties and local businesses to speak to about the project.

The full breakdown of the construction team is illustrated in Figure 3 below.

Figure 3: Morgan Sindall Construction Team





1.3 General Provisions

1.3.1 This Construction Environmental Management Plan (CEMP) incorporating an overview of the separate document, the Traffic Management Plan (TMP), has been prepared by Morgan Sindall and submitted to Epsom & Ewell Council to support planning of the Guild Living project. This document provides a summary of the likely environmental issues that may arise during the construction works and the Applicant's approach to managing these issues. This CEMP also demonstrates how the mitigation identified in the Environmental plan will be implemented. A schedule of mitigation is presented at **Appendix A** of this CEMP.

1.3.2 This CEMP describes the anticipated construction and demolition programme for the Guild Living development and describes the nature of the activities to be undertaken. It identifies the environmental considerations associated with these activities and outlines appropriate measures that might be implemented for their mitigation.

1.3.3 Planning for the construction and demolition works is necessarily broad at this stage and will be subject to modification, and revision during the development of the detailed design and methodology.

1.3.4 This assessment has been made using the experience of the Applicant - Morgan Sindall - and their professional advisers based on the typical construction methods and contracting strategies that can be reasonably anticipated for a phased development of this type.

1.3.5 The demolition and construction phases are complex in nature due to the requirement to not affect the operation and running of the adjacent Epsom General Hospital whilst construction proceeds.

1.3.6 Construction traffic routes and construction traffic volumes will vary throughout the Development's overall programme, however will always be segregated from the Epsom General Hospital entrance.

1.3.7 Construction and demolition works for the Guild Living development may impact the local environment. Mitigation measures have been identified in the ES and will be implemented through this CEMP. Health and safety issues need to be addressed in a proactive manner during the demolition and construction phases.

1.3.8 Construction management and planning, adoption of environmental best practices, good neighborhood policies and regular meetings with the Epsom & Ewell Council, the management of the neighboring Epsom General Hospital, local stakeholders and community engagement will contribute to mitigating adverse environmental effects and ensuring good construction, environmental, health and safety practices.

1.3.9 These issues will be assessed in ES submitted in connection with the Guild Living development Planning Application. This CEMP is based on the base line studies and assessments carried out in preparation for the ES.

1.3.10 This CEMP sets out a number of strategies, standards and procedures in order to ensure compliance with the relevant legislation and mitigate anticipated environmental impacts and ensure good site health and safety practices.

1.3.11 The CEMP includes, but will not be limited to the following main items;

- Programme and phasing of the works.
- Demolition work for York House, Rowan House, Woodcote Lodge and the boiler room.
- Description of construction works.
- Indicative construction works timeline.
- Infrastructure works.
- Site logistics including plans for accommodation, welfare facilities, security and access.
- An overview of the Traffic Management Plan (TMP)
- Safety, health and environmental considerations including emergency incident procedure.
- Waste Management.
- Workforce including site working hours.
- Public relations and community liaison including the procedure to ensure communication is with all project stakeholders and the local community, provide information of any operations likely to cause disturbance, the provisions for affected parties to register comments on the project and the procedures for responding to any comments raised.

1.4 Implementation & Updates

The Contractor's Project Director, Lee Askey, will be responsible for the implementation of this CEMP. Responsibility for implementation of aspects of the CEMP will be delegated to other members of the contractor's project delivery team as shown in Figure 4.

The CEMP will continue to be developed for the project prior to works commencing and as they progress. It will be reviewed and updated on a regular basis to reflect the changes that arise. This will take into account current legislation, Police, Fire Authority and Health and Safety Executive (HSE) Guidance, Epsom & Ewell Council requirements and development of the design.

2.0 Demolition & Construction Phasing

The development project is broken down into a number of distinct construction phases. For each phase of the development some or all of the following activities will be required;

- Condition survey of perimeter roads.
- Condition survey of adjacent buildings.
- Unexploded Ordnance Survey.
- Geotechnical investigation (soil type, contamination and ground conditions).
- Service infrastructure works e.g. abandonment, re-routing and reinforcement of the utility networks.
- Demolition of York House, Rowan House, Woodcote Lodge and the boiler house.
- Site clearance and enabling works, including minor earthworks to create a suitable development platform, and remediate if required.
- Sub-structure works (piling and foundations).
- Construction of superstructure, envelope and building fit out.
- External works including implementation of a landscaping scheme and public realm

2.1 Survey & Demolition

Works will commence on site in January 2021 with a refurbishment and demolition asbestos survey to the Boiler House and Chimney areas. Any asbestos found will be removed in February 2021, should any notifiable asbestos be located, the relevant notices will be issued to the HSE.

Demolition works will then commence to York House in April 2021, when asbestos containing materials will be removed before the building is demolished.

In May 2021, following the planning decision, we will continue demolition of Rowan House. This building has already been soft stripped, asbestos has been removed and the roof tiles removed pre-bat hibernation period.

Finally in June 2021, we will demolish Woodcote Lodge. This building does not have any asbestos containing materials, an R&D asbestos survey has already been completed. We will commence soft strip demolition works before the building is removed.

All demolition works to all areas will be complete by September 2021.

Figure 4: Rowan House

Figure 5: York House

Figure 6: Woodcote Lodge

Note – Woodcote Lodge – Roof tiles have been removed to Woodcote Lodge prior to bat hibernation periods in October 2020.

Figure 7: Boiler House and Chimney

2.2 Construction

Commencing in Summer 2021 and scheduled to complete in Spring 2024, the new Later Living village will be a new concrete framed construction with brick/ rainscreen cladding and extensive glazing. Within this, the village will contain:

- Eight storey-high structure with a mix of intermediate care facilities, one, two and three bedroom apartments and wellbeing centre
- Retail units
- Restaurant
- Parking facilities
- Extensive landscaping

Figure 8: Proposed Guild Living Epsom

3.0 Consideration of Environmental impacts during the works

Consideration has been given to local environmental impacts of the project on local wildlife as below.

<table>
<tr><th></th><th>Jan</th><th>Feb</th><th>Mar</th><th>Apr</th><th>May</th><th>Jun</th><th>Jul</th><th>Aug</th><th>Sept</th><th>Oct</th><th>Nov</th><th>Dec</th></tr>
<tr><td rowspan="2">Bats</td><td colspan="3">Inspection of hibernation roosts</td><td>Limited Activity</td><td colspan="4">Emergence, dawn, transect and building roost surveys</td><td>Limited Activity</td><td colspan="2">Inspection of hibernation roosts</td></tr>
<tr><td colspan="11">Potential roost and building inspection surveys throughout the year</td></tr>
<tr><td>Birds</td><td colspan="2">Surveys for wintering birds</td><td colspan="4">Bird breeding surveys</td><td>Little activity</td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td colspan="2">Unrestricted construction activities</td><td colspan="5">Bird breeding and nesting season</td><td colspan="4">Unrestricted construction activities</td></tr>
</table>

Any trees that are removed as part of the construction will be removed before February 2021 or after September 2021, when there are unrestricted construction activities prior to bird breeding and nesting season.

A survey for roosting bats has been carried out to all buildings that are being demolished. No visible signs of roosting bats was noted. The roof structures to Woodcote Lodge and Rowan House were removed prior to bat nesting season to remove the risk of nesting bats. A new survey will be carried out to York House in April 2021 prior to demolition works commencing.

4.0 Demolition & Asbestos Removal Works

4.1 Enabling Works

The following pre-commencement and enabling works activities will be carried out prior to the commencement of the main demolition works for Rowan House, York House Woodcote Lodge and the boiler house:

- Obtain any necessary consent, including but not limited to; hoarding and scaffold licences, necessary road closures.
- Install perimeter hoarding and gates for demolition and asbestos removal works to segregate the works from Epsom General Hospital. Note – Hoardings have already been put in place around Rowan House. These will remain in place for the main construction works.
- Identify methods and procedures to comply with Section 61 of the Control of Pollution Act; 1974 agreements and consents. A section 80/81 is already in place for the project.
- Obtain approval of method statements and risk assessments and temporary works designs.
- Ensure all service terminations and utility disconnections are complete at the site boundary by relevant organisations.
- Relocate or divert any retained services.
- Supply and install site accommodation and welfare facilities.
- Install temporary power, lighting and water services.
- Establishment of fire escape routes / systems & emergency plans.
- Measures put in place to ensure no deliveries to the Epsom General Hospital, including the hospital shuttle bus are disrupted.

4.2 Surveys

- Surveys have been undertaken to the footprint of Rowan House and Woodcote Lodge to gain a better understanding of the ground conditions, including the presence of any contamination. All asbestos containing surfaces to Rowan House have been removed. A further survey will be carried out to the Boiler House and York House.
- Surveys will also be undertaken in Woodcote Green Road to determine the presence and location of any existing services. This will allow considered planning and coordination of the new incoming statutory services for the project.
- Surveys have already been carried out to determine whether there are any archeological artifacts in the ground local to the construction works. There were no signs of any items of archaeological interest noted on site. A report on this has been submitted to Surrey County Council archaeological team.
- Demolition and Refurbishment Asbestos Surveys will be carried out prior to the demolition of York House and the Boiler House to establish the location and quantity of asbestos containing material within the buildings and associated structures to be demolished will be undertaken following vacant possession. Note all asbestos has been removed from Woodcote Lodge and Rowan House.
- Surveys will be undertaken strictly in accordance with the Control of Asbestos Regulations (HSG 248) and the appropriate HSE guidance in HSG 264 and will be carried out by a suitably qualified contractor in accordance with ISO 17020 and ISO 17025.
- In accordance with construction best practice, prior to the commencement of the survey, a suitably qualified ecologist will carry out a visual inspection to ensure that there are no roosting bats or birds.
- The surveys and DEMP will be issued to the asbestos removal and demolition contractors and form part of the pre-construction Health and Safety Plans prepared by the CDM Coordinator. Any constraints associated with the result of these documents will be factored into demolition methodology.

4.3 Ground Remediation

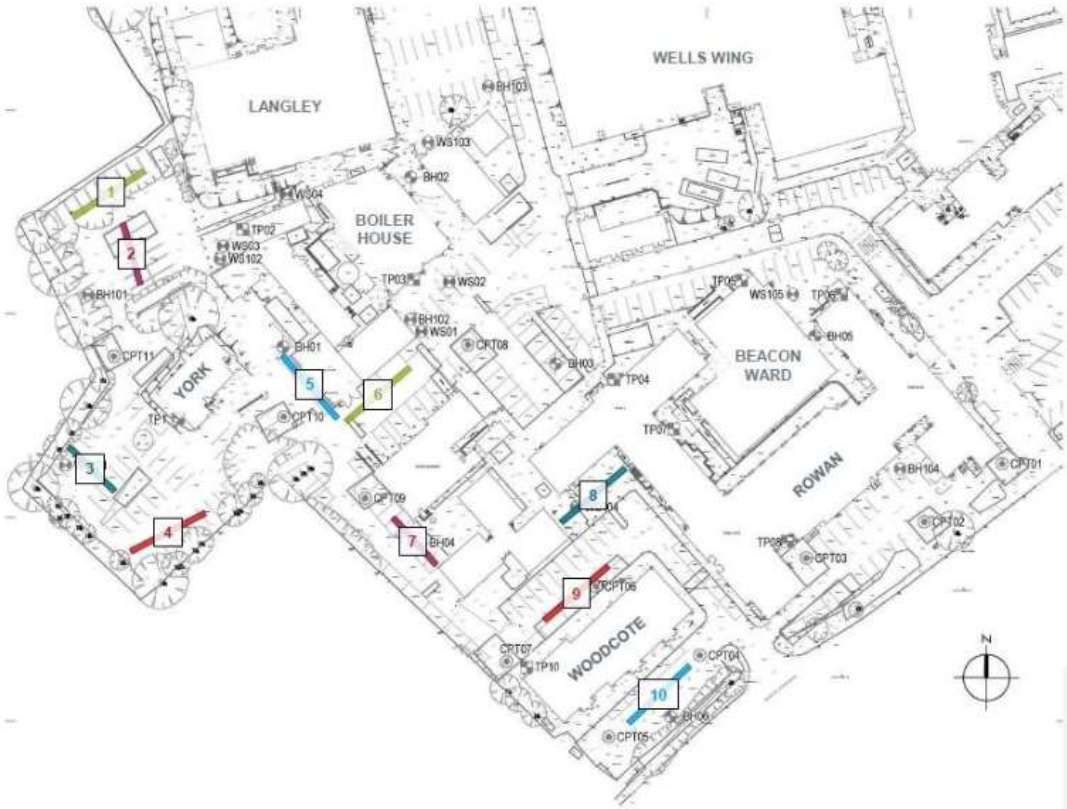
A geotechnical site investigation has been undertaken which identified ground contamination within the Made Ground and recommended soil remediation for landscaped areas. The mitigation measures identified in the Environmental plan will be implemented during the construction phase. A full briefing will be given to all operatives working on site as part of their site induction process.

4.4 UXO Investigations

An initial Unexploded Bomb Risk for the local area was obtained from Zetica which shows that the site is within an area of Low London Bombing Density. Low risk areas are those which have seen a bombing density of up to 10 bombs per 1000 acres. No abandoned bombs, UXO finds or strategic targets were identified within 1km of the site. A further desk top OXO survey has been carried out detailing the site as low risk, therefore no on-site witnessing will be required.

4.5 Archaeological Investigations

A full archaeological survey of the site has been carried out. 10 slip trenches, each 25m long by 2m wide x2m deep were carried out across the undeveloped part of the site as shown below:



No areas of archaeological interest were found, a full survey has been submitted to the curation team of Surrey County Council to discharge this planning condition.

In the event of an unexpected find during construction works, the find will be reported immediately to the Applicant by the relevant trade contractor personnel. In such circumstances all works will cease in the vicinity and an exclusion zone will be established until further advice has been obtained from a specialist archaeological consultant.

5.0 Description of Construction Works & Indicative Measures

The general construction sequence for each phase is outlined below. Details may change as the design is developed and supply chain input is incorporated.

5.1 Demolition of the existing Rowan House, York House, Woodcote Lodge & Boiler House

Asbestos Removal:

Prior to demolition of the existing buildings, a full demolition asbestos survey will be carried out to determine the presence of any asbestos. If found, any asbestos will be treated as below. Note all asbestos has now been removed to Rowan House.

The Demolition Contractor will record, control, remove and dispose of all asbestos containing materials in accordance with current legislation and best practice and this will include the following:

- Preparation and approval of specific detailed asbestos removal method statements
- A mandatory 14-day approval period will be required by the HSE for each of these method statements.
- No works can commence without the ASB5 notice being approved by the HSE.
- Additional asbestos finds will result in re-notification of ASB5 approval to the HSE.
- Asbestos removal will be carried out under licence with registered firms being members of

Asbestos Removal Contractors Association (ARCA).

- Removal of asbestos will be under controlled conditions. Air monitoring for asbestos fibres will be undertaken to ensure the health and safety measures are in accordance with statutory regulations.
- Decontamination units and safe transit routes will be established.
- Asbestos containment enclosures will be formed around areas containing asbestos as indicated in the Demolition and Refurbishment Survey.
- Air testing of enclosures will be carried out during the course of the removal works to confirm that the area is clear from asbestos contamination.
- Enclosures will be removed once the area has been signed off and a clearance certificate issued.
- Asbestos containing materials will be safely doubled bagged and transferred to the ground level into asbestos waste skips.
- The asbestos waste will be removed from site by registered carriers for disposal at a registered disposal site.
- Site perimeter asbestos fibre checks will be undertaken during the entire period of asbestos removal works. Background levels will be taken for the buildings in their dormant state before works commence.

Demolition:

As previously mentioned, the demolition of each site will be carried out at different stages. The demolition of Rowan House will commence in May/ June 2021, whilst the demolition of the existing Woodcote Lodge will commence in June/July 2021. The Boiler house and Chimney will be demolished from January 2021 once it becomes vacant, finally York House will be demolished in April 2021.

A Demolition Environmental Management Plan (DEMP) for the Works has been produced prior to commencing demolition in accordance with Regulation 29 of the CDM Regulations to identify how danger and risk from these activities will be prevented. A copy is included in **Appendix F.**

Prior to any demolition works taking place, representatives from Epsom & Ewell Council will be invited to inspect the areas to be demolished, and from these inspections it will be determined if there are any items to be retained or if there are any items of salvageable value. It has already been assumed that demolition concrete arising from the existing buildings will be crushed on site. This crushed material shall be used for a piling mat.

Demolition methodologies will be finalised following the appointment of the demolition contractor(s) who will undertake any asbestos removal and the demolition works.

Environmental Considerations during demolition:

- Segregation of material on site (considering safety and time/space constraints) to ensure demolition waste can be safely stored or removed to specialised waste facility, as appropriate; this prevents further need for segregation and vehicle movements.
- Ensure careful use of water in dust suppression.
- Implement 'best practicable means' during demolition to minimise environmental impacts, such as emissions to air, throughout the duration of the works.

The Demolition Contractor will adhere to the requirements within the CEMP. The CEMP will be regularly reviewed and revised as necessary.

Construction plant can be a significant source of emissions although control measures can be implemented to minimise any adverse impacts measures include ensuring:

- Site Plant and equipment will be kept in good repair and maintained.
- Plant will not be left running when not in use.
- Plant dust arrestment equipment will be used where practical.
- Plant and non-road moveable machinery will comply with NRMM regulations.

Vehicle movements may result in dust emissions by re-suspending dust from the road or escapes from

dusty loads and exhaust emissions, however a number of control measures can be adopted to minimise such emissions:

- Wheel washing facilities on site to minimise mud from demolition operations being transported on to adjacent roads.
- Damping down of site haul roads by water bowser during prolonged dry periods.
- Regular cleaning of hard surfaced site entrance roads.
- Restricting vehicle speeds on haul roads and other unsurfaced areas on site.
- Hoarding and gates to prevent dust breakout.
- Ensuring that dusty materials are transported appropriately (e.g. sheeting of vehicles carrying spoil and other dusty materials).

Noise levels will be controlled as set out below to ensure that the works are undertaken in a way that minimises potential effects on adjoining owners Epsom General Hospital and local residents. Details of demolition activities and predicted and actual noise levels will be discussed with the Epsom & Ewell Council Environmental Department, both prior to demolition and during demolition. Where potential for noise exists during demolition 'Best Practicable Means' will be used to reduce noise to achieve compliance with the recommendations of BS 5228 and may include:

- Choice of routes and programming for the transport of demolition materials avoiding the hospital entrances.
- Design and use of hoardings and screens to provide acoustic screening where practical.
- Careful selection of plant items, demolition methods, programming, implementing a noise and air quality protocol which outlines monitoring frequency/action levels.

5.2 New Guild Living Later Living Scheme

Substructure:

- Excavations where necessary, trim formation and install the piling platform using crushed concrete material from the demolition works.
- Form foundation piles and piles for tower cranes, these will be CFA piles (TBC).
- Excavate to foundation level and the formation level of the swimming pools and install temporary works to enable the construction of the lower pile caps. Formation of pool and lift shaft slab, walls to ground floor level.
- Breakdown piles and form ground beams.
- Excavate, lay and test underground drainage, coordinate and install incoming services to the building, backfill including concrete surround where required.
- Trim and prepare ground floor formation including concrete waterproofing system.
- Fix rebar, shutter and pour ground floor slab.

Superstructure:

- The building's concrete framed structure will be constructed using four saddle-backed tower cranes and concrete pumps.
- Temporary edge protection will be used during superstructure construction and remain in place until replaced with the external envelope.

Envelope:

- Installation of the external envelope will commence as the superstructure is constructed.
- It is anticipated that bricks for the external façade will be lowered into place using the four saddle back tower cranes, and constructed with scaffolding.
- Glazing will be carried out from within the building, and the ground floor glazing will be left out to allow access for swimming pool formation.
- Roof waterproofing system will be installed as soon as the roof slab concrete has cured to achieve the earliest watertight date.

Fit Out:

- Services and finishes will commence as soon as the building is watertight.

- Fit out will use bathroom pods and finishing trades sequence, serviced by external hoists.

5.3 Temporary Works

During the course of construction there will be a number of temporary works measures required, all of which will be in accordance with Morgan Sindall's temporary works procedures, and overseen by our on-site temporary works coordinator (TWC). All temporary works will have a design, and where required a third party independent design check, prior to being carried out on site. An indicative list of temporary works will consist of, but not be limited to:

- Scaffolding.
- Sheet piling.
- Temporary hoists.
- Temporary cranes.
- Temporary supports and formworks falsework.
- Temporary weatherproofing during demolition and construction.

All temporary works will be carried out from within side the temporary hoarding and will not affect any activities outside of the hoarding boundary, or the operation of Epsom General Hospital.

6.0 Infrastructure Works

Public Realm works: Woodcote Green Road

- A new entrance for the project is formed on Woodcote Lodge. This will be installed early in the construction sequence to allow temporary access for construction works to avoid disruption to Epsom General Hospital.

Figure 9: Proposed Guild Living Epsom

7.0 Site Logistics

Set out below are the general principles of the site logistics, these will be developed further with the logistics contractor, and are subject to change as the project develops. However, there are a number of key considerations that cannot be compromised by the site logistics;

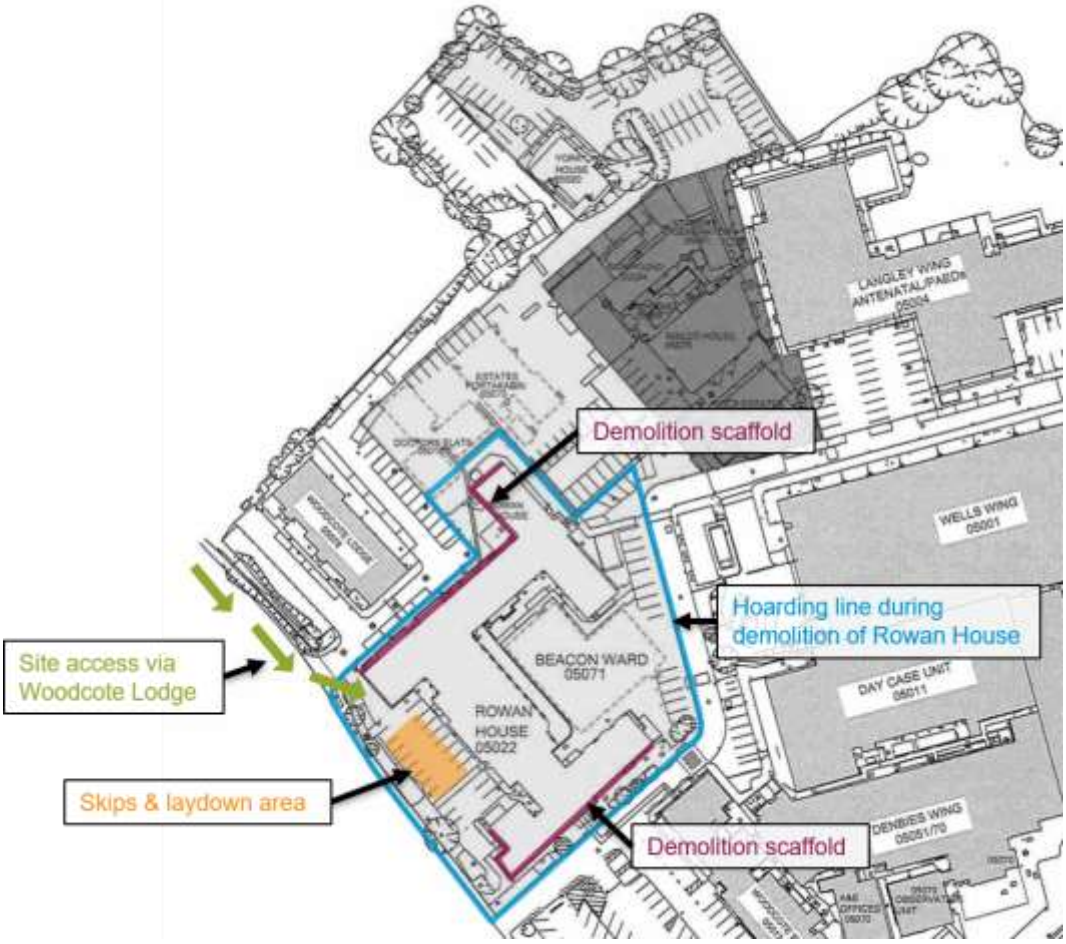
- The existing Epsom General Hospital will remain operation throughout the works. A separate access to the site will be maintained to prevent disruption to the hospital and fire escape routes will be maintained.
- Access is to be maintained for the Epsom General Hospital deliveries and shuttle bus.
- Access to neighbouring residential properties always maintained.

Figure 10: Site Logistics

7.1 Site Establishment

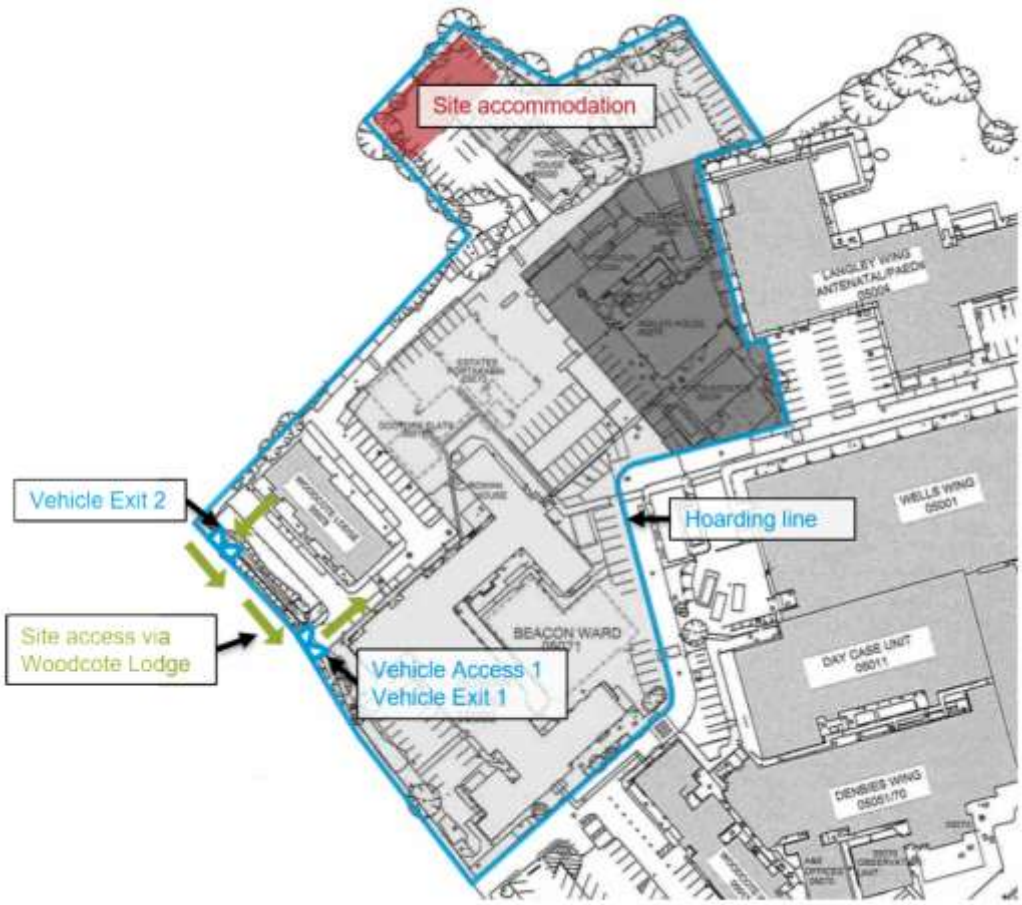
7.1.1 The first stage of the demolition and construction programme for each phase will be to establish the area as a demolition site. The sites will be secured and separated from the public using solid plywood hoarding a minimum of 2.4m high, decorated as required by the client team. The blue line in Figure 10 demarcates the suggested hoarding line for the demolition and construction phases. As shown below the first area that will be hoarded off is around Rowan House to allow demolition to commence (see figure 12 below).

Figure 11: Suggested Site Set-up until Feb 2021



7.1.2 The hoarding will then be extended around Woodcote Lodge, York House, the Boiler House and the car park areas in March 2021. This will be hoarded off with 24m high timber hoardings.

Figure 12: Suggested Site Set-up May 2021 onwards



7.1.3 Where short term temporary segregation is required for works outside the boundary – such as during the new services install site entrance formation – this will be provided through the use of Heras fencing

7.1.4 Gates will be installed in the hoardings for both vehicles and pedestrians as shown on the logistics drawings in **Appendix C**. These gates will be manned during working hours

7.1.5 It is proposed that 24 hour security will be provided be provided for the duration of the Development; this will be provided by a professional security company. All regularly used access points to and from the Site will have a manned security point that will be responsible for the control of all vehicular and pedestrian access and egress

7.1.6 A biometric turnstile system will be used to control and monitor access to each Site of all persons. The system will provide detailed reports on operative numbers, including entry and exit times.

7.1.7 Pedestrians will be permitted entry only at the designated gates off Woodcote Green Road. Safe non-hard-hat access to the Contractor's office and welfare facility will be created.

7.1.8 Vehicle movements in and out will be recorded

7.1.9 All personnel and vehicles will be liable to security searches.

7.2 Consents & Licenses

7.2.1 All statutory consents and licenses required to commence an onsite activity will be obtained ahead of works commencing and giving the appropriate notice period. These will include;

- Hoarding and scaffold licenses for works on the perimeter boundary.
- Construction notices.
- Connections to existing utilities and main sewers.
- Licence to discharge water from the Site into the public sewer.
- Approval of the Construction Environmental Management Plan (CEMP) including traffic management arrangements.
- Where required, consents will be obtained from Epsom & Ewell Council and Epsom General Hospital owners for tower crane over sail over the relevant buildings/roads.
- Consents will also be obtained from the Epsom & Ewell Council where tower cranes over sail the public highway.
- Fixed red aeronautical obstacle lighting to the mast of the tower cranes will be provided.

7.3 Access & Egress

7.3.1 Site personnel access to the site will be segregated from construction traffic by means of vehicular barriers/fencing/hoardings etc. using the pre-agreed delivery route shown below. This is to ensure no construction vehicles use A24 in front of Epsom General Hospital. All plant/vehicular maneuvering and turning will be strictly within the site boundary and will be managed by site security and traffic marshals. Any movements into and out of the site will be managed by both site security and the traffic marshals who will hold the lorries within the site boundary until egress is free of both road users and pedestrians. Warning signage will be positioned for both path and road users of the work site area.

Figures 14 & 15: Suggested delivery route

All roads around our site entrance will be cleaned down daily with a jet wash. We will have a full-time gate man / banksman positioned at the entrance/exits into the site who will monitor the roads and implement additional cleaning if required.

A Traffic Marshal will be located at both site entrances / exits off Woodcote Green Road to control the entry and exit of vehicles from site and prevent unauthorised access.

The existing hospital delivery route off Woodcote Green Road will not be used by construction traffic, ensuring no disruption to the hospital deliveries and hospital shuttle bus.

7.4 Material Storage & Handling

7.4.1 We will operate a "just in time" policy for the all deliveries and supply of materials for the works, particularly the final stages of the works when on site storage will be at a minimum.

7.4.2 Materials will be stored on site to minimise damage by vehicles, vandals, weather or theft.

7.4.3 Tanks and drums of liquid chemicals and fuels will be stored in bunded compounds.

7.4.4 Packaging will be returned, where possible, to the material supplier for re-use and recycling.

7.4.5 Tower cranes will be used for general unloading and hoisting during the structural and envelope works. No unloading will be undertaken over the public highway/footpath.

7.4.6 Passenger/Goods materials hoists will be used to hoist materials to the floors. Fork lift trucks and other electric or hydraulically operated plant will be used to distribute and transport materials around the site. All of which will operate within the site hoardings only.

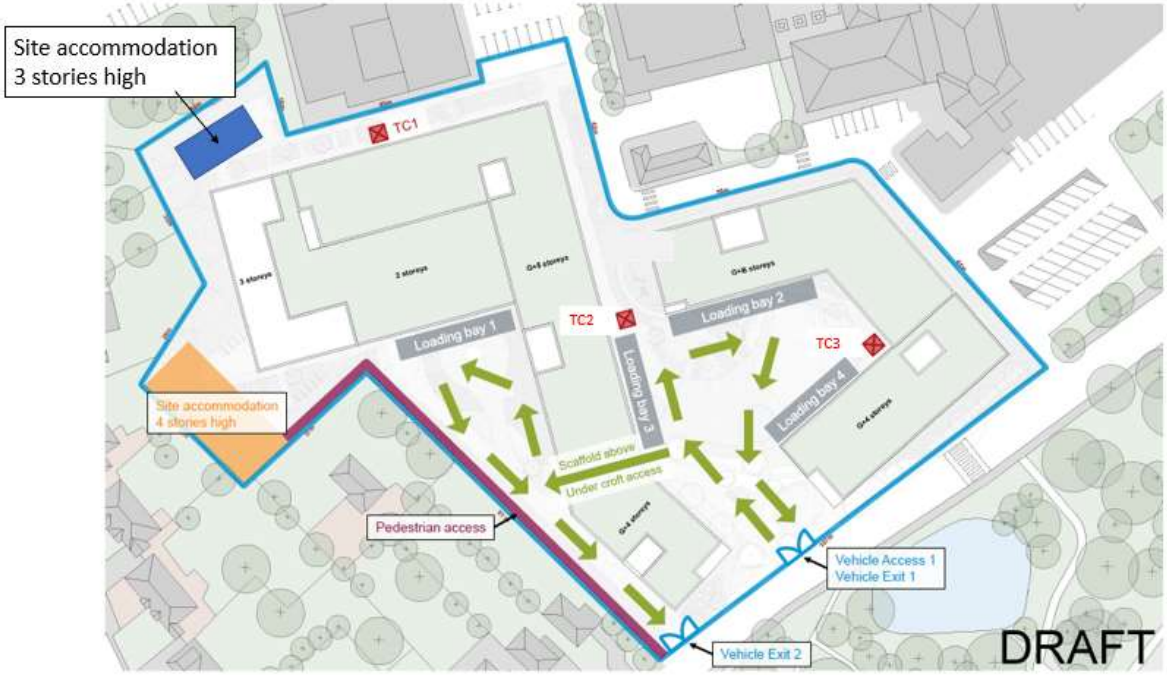
7.5 Craneage

7.5.1 Four tower cranes will be employed for the works across the project. The locations of the cranes are shown on the logistics drawings in **Appendix B.**

7.5.2 All the cranes will be fitted with zone protection systems to prevent oversailing of the load over adjacent properties. Following final selection of the crane model at each location, the crane will be assessed for oversailing of the counterweight and when in it's out of service configuration (free slew).

7.5.3 All cranes will be fitted with the SMIE anti-collision system which assists the crane drivers against the collision risks between two or more interfering cranes.

Figure 16: Crane Locations



7.6 Hoisting

Passenger/goods hoists will be positioned on the outside of the buildings in various locations yet to be concluded, but within the site hoardings. The positions will be selected to provide the best operational performance whilst minimising potential noise disturbance to local residents. Unrestricted access to the base of the hoists is critical to maximise efficiency of this plant.

7.7 Site Accommodation

Morgan Sindall will provide a full working canteen and welfare facilities for our site operatives.

7.7.1 Site accommodation and welfare facilities will be within the site boundary, laid out in a regular manner, as shown in Figure 9. No overnight or living accommodation will be provided/located on site. Should the need arise local accommodation (external to site) would be used. Site accommodation and the demand for welfare facilities shall be monitored as the project progresses.

7.7.2 The principal site welfare accommodation will comprise mess rooms, locker rooms, toilets, canteens and showers.

7.7.3 In line with the requirements of the Considerate Constructors Scheme a high level of site welfare facilities will be maintained and the Site will be cleaned on a regular basis, especially around canteens and toilets.

7.7.4 Preventative pest control measures will also be put in place, i.e. appropriate storage and regular collection/handling and disposal of waste. Regular inspections will be carried out to ensure that good housekeeping measures are maintained at all times.

7.8 Visitor Management

Visitors will only be allowed to enter the Site via designated pedestrian access gates and a dedicated segregated footpath to the main site offices for registration and obtaining PPE prior to entering the Site. Visitors will be required to attend a specific visitor's site induction before being allowed access on site.

7.9 Considerate Constructors

The project will be registered with the Considerate Constructors Scheme and will strive to exceed the requirements of the CCS scheme. We will implement a number of the Considerate Constructors scheme best practice items as listed below:

- Memorandum of Understanding for the Traffic Marshalls methodology - top provide absolute clarity on the role and the accountability for our Traffic Marshalls
- All of our Traffic Marshalls will undertake the Elite Marshalls presentations - https://ccsbestpractice.org.uk/entries/elite-marshal-presentations
- We will undertake an Assess walking and cycling interaction (impact walks) and monitoring strategy - https://ccsbestpractice.org.uk/entries/construction-impact-environmental-walks/
- We will undertake a CPTED crime audit
- All HGV's delivering to the project will follow the defined routes to avoid any external conflicts. These directions will be issued to anyone booking a delivery via our online delivery management system to ensure they are aware of and confirm they will stick to the planned delivery route before they are allocated a delivery slot to the project.

8.0 Traffic Management Plan

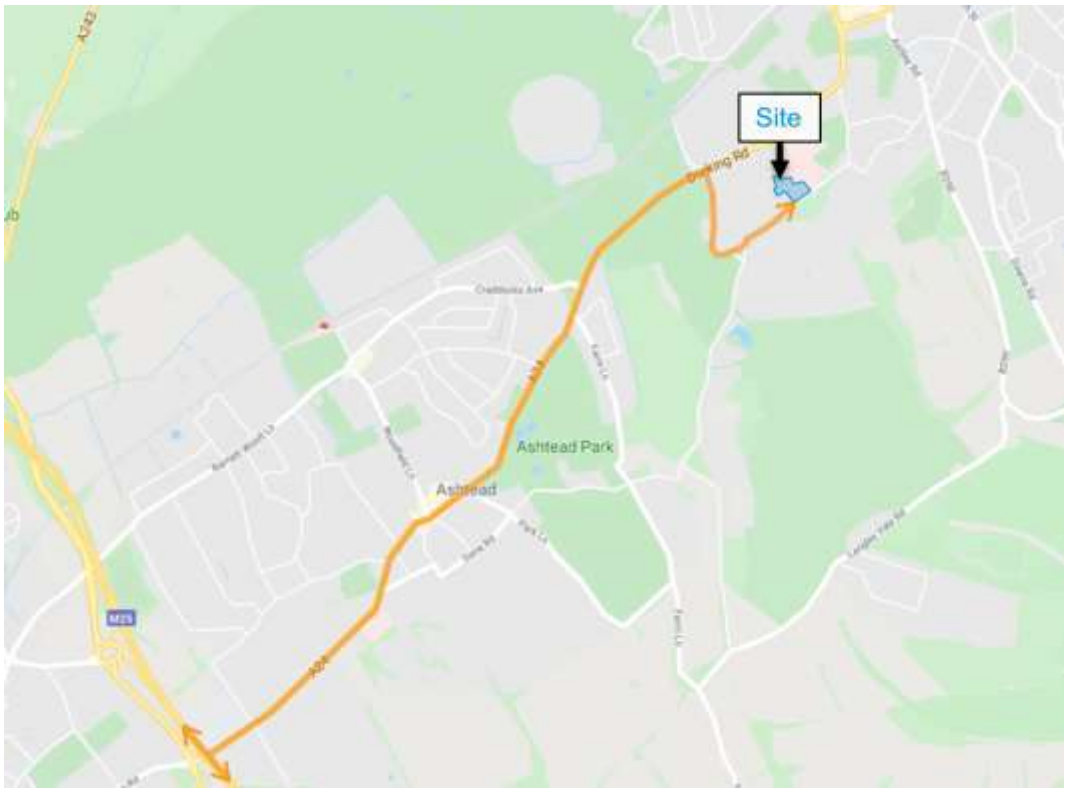
This section shall provide an overview of the Traffic Management strategy for the project.

It is essential that adequate and safe vehicle delivery routes are utilised and agreed with Epsom & Ewell Highways to ensure that the roads are capable of taking the additional road users, that additional HGV vehicles will not affect other road users that utilise the route and that the route can spatially take the size of the HGV vehicles. The access to and from site will depend upon the starting and end point of the vehicle, however we anticipate that most deliveries will travel via the M25, leaving on the A24 to Woodcote Green, leading onto Woodcote Green Road. This then avoids the need for construction vehicles to pass the main hospital A&E and car park access. This segregated access will avoid disruption to the Epsom General Hospital.

Below are figures showing the access routes into the site vicinity within London and then detailed access route around the site. The chosen routes are being utilised as it will ensure that the majority of each journey will be via the Strategic Road Network and therefore capable of dealing with larger, heavier and more frequent journeys. To minimise the likelihood of congestion on these roads during the works, strict monitoring and control of vehicles entering and egressing the sites will be implemented. Construction deliveries will be carefully planned with delivery times agreed with each contractor using a site wide booking system. Delivery schedules will be produced in order to look at the profiles of up and coming deliveries, and to regulate deliveries and eliminate bottle necks. This will ensure deliveries are restricted to allocated slots only time.

All vehicles approaching the Site will be via A24. They will then turn onto Woodcote Side and continue onto Woodcote Green Road. The site will then be on the driver's left-hand side. All vehicles will leave the project following the same route.

Figure 13: Traffic route



A key principle of the Traffic Management Plan is to ensure the safety of all personnel (drivers & pedestrians). This means that separate dedicated routes will be established for vehicles and pedestrians off Woodcote Green Road. The onsite traffic flow will change through the course of the Development with designated areas for unloading, reversing and turning. All site traffic will be subject to speed restrictions. Failure to comply with on-site traffic rules shall result in appropriate disciplinary measures being taken.

The works will be carried out in such a way that inconvenience to the public arising from increases in traffic flows and disruptive effects of construction traffic on local and main roads is limited wherever practical. All diverted or replaced rights of way will be notified in advance and where appropriate, temporary routes will be provided. Vehicles and pedestrians will be segregated at site entrances by means of physical barriers. Site operatives will be required to wear high visibility clothing. Plant operators and drivers will be required to hold valid certificates and will undergo safety training.

There will be onsite parking available in a location to be confirmed. All construction operatives, managers & supervisors along with all of the Morgan Sindall team and visitors will be encouraged to use public transport where possible to and from site to avoid parking on site.

There are several key considerations to take into account that are primarily for the benefit of the local environment but that are also crucial to the efficient provision of materials, plant, tools and equipment to maintain the construction programme.

For local residents and the Borough of Epsom & Ewell, effective delivery management will provide the following benefits:

- Less congestion on local roads
- Reduced emissions from deliveries contributing towards CO2 reduction targets

- Fewer goods vehicle journeys lowering the risk of collisions
- Better quality of life for local residents through reduced noise and lower risk of accidents

For the Guild Living project, benefits include:

- Ensuring compliance with health and safety legislation.
- Efficient deliveries and improved security.
- More reliable deliveries resulting in less disruption to normal business practices.
- Timely deliveries.
- Better highway efficiency by reducing the effects of construction activity through better delivery management and access.
- More cost-effective construction logistics activity.

It should be noted that as the project progresses the types and frequency of deliveries will change and through the forward planning of bookings by the sub-contractors the system will provide us with sufficient information to accurately forward plan and maintain a steady flow of materials to meet the programme requirements.

Delivery Management System

Deliveries will be scheduled using the Delivery management system supplied by Synergy. This will allow the Logistics team to control the flow of vehicles that attend site at any one time.

- All Trade Contractors shall adhere to the agreed booking in system for all deliveries where they will confirm they will stick to the agreed site logistics plan before they are allocated a delivery slot on the project. At this time the vehicles CLOCS/FORS compliance will be checked before allocating a delivery slot.
- A pre-determined period of 48Hr notice in advance of the delivery is required. Wherever possible, a computerized delivery booking system will be used.
- This will allow the Traffic Management Team to be aware of and manage any delivery with sufficient planning and foresight.
- Upon arrival at the site entrance, all delivery vehicles will report to the Security/Banksman/Traffic Marshal at the delivery gate to sign in.
- All delivery drivers must have a contact name and number so that contact can be made and the load or off load done in a speedy manner so that delays will be avoided.
- If vehicles arrive outside of the booked slot, they may be held away from site until access can be given. In order to simplify this, all contractors are to ensure that a contact number is on the booking form.
- Under certain circumstances, it may be necessary to turn away certain deliveries.
- The provision for waiting vehicles is prohibited around the site; therefore, any deliveries that arrive unannounced **will** be refused entry to the site.
- Fully trained Traffic Management Operatives will be provided for the purpose of Traffic Control and Management. The Traffic Management Operatives will be required for the manoeuvring of vehicles into and out of site. They will also assist with the introduction of vehicles back onto the public road.
- Notices and details of traffic management proposals associated with works to the highway and footpaths will be given under the Highway Acts 1980 and Road Traffic Act 1998 and will be provided and maintained for the duration of the construction phase on approaches to the site access.

Fig 17: DMS Diagram

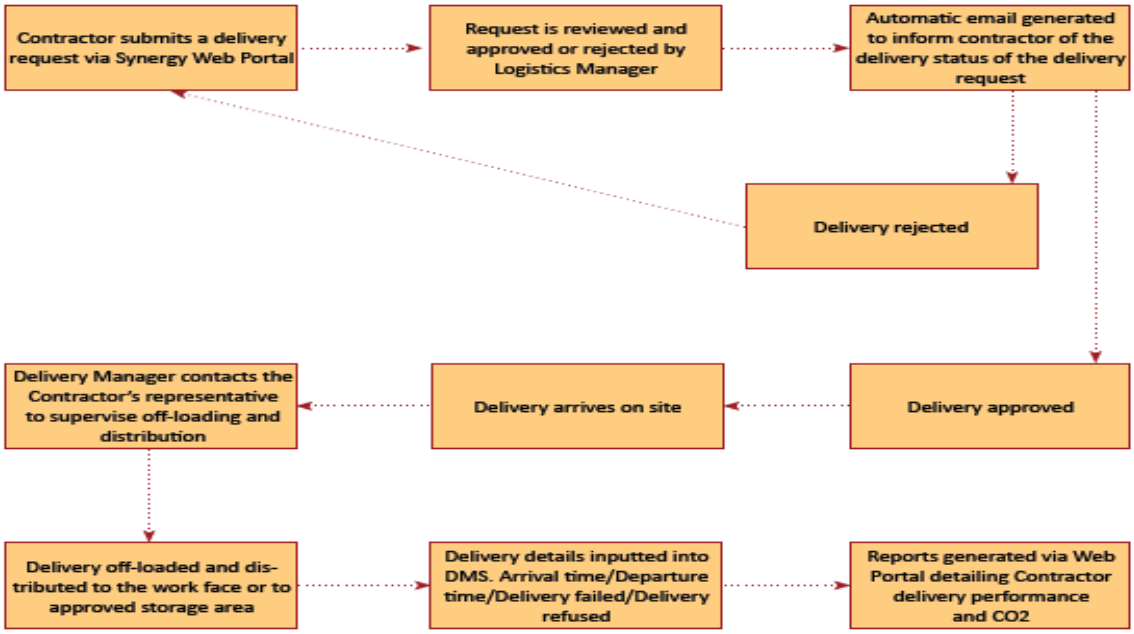


Fig 18: Synergy Delivery DMS Screenshot

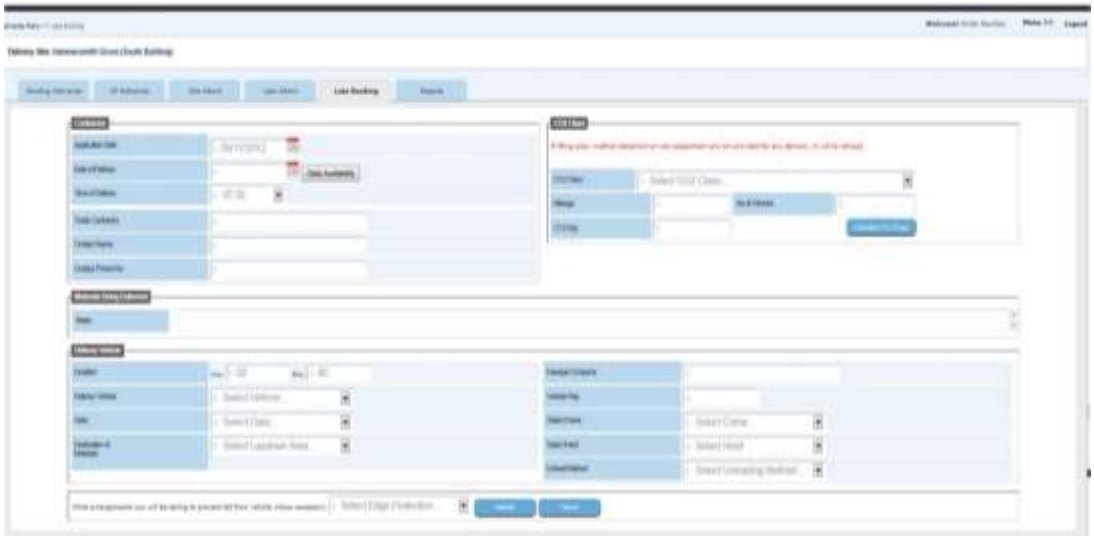


Fig 19: Traffic Profile Loads

Site Establishment

Purpose	Type	Frequency
Plant deliveries	Low loaders	Occasional
Cabin deliveries	Flat-bed lorries	High
Lifting	Mobile crane	Medium
Waste removal	Grab lorries	Medium
Hoarding materials	Flat-bed lorries	Medium

Demolition

Purpose	Type	Frequency
Plant deliveries	Low loaders	Occasional
Waste removal	8 Wheeler	Very high
Waste removal	Skips	Medium

Piling

Purpose	Type	Frequency
Plant deliveries	Low loaders	Occasional
Waste removal	8 Wheeler	High
Waste removal	Skips	Low
Reinforcement deliveries	Articulated lorries	Medium
Piling sundries deliveries	Articulated lorries	Medium
Concrete deliveries	Concrete mixer wagons	High

Substructure & Superstructure (concrete frame)

Purpose	Type	Frequency
Plant deliveries	Low loaders	Occasional
Waste removal	8 Wheeler	High
Waste removal	Skips	Low
Reinforcement deliveries	Articulated lorries	Medium/High
Concrete deliveries	Concrete mixer wagons	High
Muck away	8 Wheeler	High / Very high

Drainage

Purpose	Type	Frequency
Waste removal	8 Wheeler	High
Drainage component deliveries	Articulated lorries	Low / medium
Pipe bending deliveries	8 Wheeler	Low / medium
Concrete deliveries	Concrete mixer wagons	Medium / High

Tower Crane erection & dismantling

Purpose	Type	Frequency
Plant deliveries	Articulated lorries	High
Lifting	Mobile cranes	Medium

Tower Crane erection & dismantling

Purpose	Type	Frequency
Plant deliveries	Articulated lorries	High
Lifting	Mobile cranes	Medium

Façade

Purpose	Type	Frequency
Bricks / blocks deliveries	Articulated lorries	High
Metsec deliveries	Articulated lorries	Medium / high
Walling sundries deliveries	Flat-bed lorries	Medium
Insulation deliveries	Articulated lorries	High
Curtain walling deliveries	Articulated lorries	High
Window deliveries	Articulated lorries	High
Cladding panel deliveries	Articulated lorries	Medium

Roofing

Purpose	Type	Frequency
Roofing material deliveries	Articulated lorries	High
Insulation deliveries	Articulated lorries	High
Rainwater goods deliveries	Articulated lorries	Medium
Roofing sundries deliveries	Flat-bed lorries	Medium

Building Services

Purpose	Type	Frequency
Large items of plant deliveries	Articulated lorries	Medium
Small items of plant deliveries	Flat-bed lorries	Very high
Pipework deliveries	Articulated lorries	Medium
Ductwork deliveries	Articulated lorries	Medium
Switchgear deliveries	Flat-bed lorries	Low
Cabling deliveries	Flat-bed lorries	Low
Sundries deliveries	Flat-bed lorries	Medium

Residential Fit-out

Purpose	Type	Frequency
Partition & ceiling deliveries	Articulated lorries	Very high
Door deliveries	Flat-bed lorries	Low
Insulation deliveries	Articulated lorries	High
Screed deliveries	8 Wheeler	Very high
Kitchen deliveries	Articulated lorries	Medium
Bathroom deliveries	Articulated lorries	Medium
Flooring deliveries	Flat-bed lorries	Medium

Cat A fit-out

Purpose	Type	Frequency
Large item deliveries	Articulated lorries	Medium

Small item deliveries	Flat-bed lorries	High
Partition & ceiling deliveries	Articulated lorries	High
Door deliveries	Flat-bed lorries	Low
Insulation deliveries	Articulated lorries	High
Raised floor deliveries	Articulated lorries	Medium
Sundries deliveries	Flat-bed lorries	Medium

Cat B fit-out

Purpose	Type	Frequency
Large items of plant deliveries	Articulated lorries	Medium
Small items of plant deliveries	Flat-bed lorries	Very high
Flooring deliveries	Flat-bed lorries	Medium
Office furniture deliveries	Articulated lorries	High
Office equipment deliveries	Flat-bed lorries	Low
Sundries deliveries	Flat-bed lorries	Medium

External Works

Purpose	Type	Frequency
Plant deliveries	Low loaders	Occasional
Waste removal	8 Wheeler	High
Bulk material deliveries	8 Wheeler	High
Paving deliveries	Articulated lorries	Medium
Street furniture	Flat-bed lorries	Low
Sundries deliveries	Flat-bed lorries	Medium

Frequency Key:

Occasional	-	Monthly
Low	-	Weekly
Medium	-	Daily
High	-	Hourly
Very high	-	Greater than hourly

The Traffic Management Plan will continue to be developed for the project (in accordance with the HSE Guide – The Safe use of Vehicles on Construction Sites) prior to works commencing. It will be reviewed and updated on a regular basis to reflect the changes that arise. This will take into account current legislation, Police, Fire Authority and HSE Guidance, Local Authority Transport Schemes and neighbourhood lorry restrictions.

Drivers Induction

We will prepare a drivers induction guidance sheet which will be issued out to every company as they book a delivery slot. This will inform them of the planned delivery notice to site, any restrictions on the local road network (such as avoiding Epsom General Hospitals A&E entrances and hospital delivery entrance), any particular items to be aware of or site constraints but most importantly stress for all vehicles to be either CLOCS or FORS registered and ensure the driver is clear they can only arrive at the allocated arrival time. Anyone arriving early will be directed to a holding area, prior to being called to site by our traffic marshals.

Where possible, we will use vehicles filled with side bars, blind spot mirrors and detective equipment to reduce the risk and impact of collusions with cyclists and other road users.

Pedestrian Management

No pavement around the project will be closed. However, we will have deliveries cross the footpath on Woodcote Green Road. These will be marshalled by traffic marshalls to temporally stop pedestrians while vehicles enter and exit the site.

Fig 20: Traffic Marshall locations

Lights will be installed to our hoarding on the hospital grounds and Woodcote Lodge elevations. We will not have lights on the hoarding facing the residential properties.

Quality Operation

Fleet operators are required to ensure their transport operation meets the standard of an approved independent fleet management audit. This ensures a baseline level of compliance against all regulatory requirements relevant to the road transport operation.

This can be demonstrated through current certification from an approved independent audit body such as FORS, Van Excellence or any other equivalent standard.

On the Guild Living project will be using FORS as the benchmark with the Bronze award being the minimum standard of acceptance.

Fig 21: CLOCS and FORS logos

Traffic Routing - Fleet Operators

Fleet operators shall properly communicate any routing and access requirements provided by Morgan Sindall to all drivers accessing the site. The circumstances (if any) under which drivers may deviate from a specified route, such as a temporary road closure or road traffic accident shall be clearly specified and agreed.

Warning Signage

All vehicles over 3.5 tonnes gross vehicle weight shall display external pictorial stickers and marking to warn vulnerable road users not to get too close to the vehicle.

Blind Spot Minimisation

All vehicles over 3.5 tonnes GVW are to have front, side, and rear blind-spots completely eliminated or minimised as far as is practical and possible through a combination of fully operational direct and indirect vision aids and driver audible alerts. This will improve visibility for drivers and reduce the risk of close proximity blind-spot collisions.

A class VI mirror shall be fitted to all vehicles where they can be mounted, with no part of the mirror being less than 2 metres from the ground.

Needless to say all indirect vision systems shall be fully operational and fleet operators shall make regular checks and take all reasonable measures to ensure they remain operational.

It will be incumbent on the fleet operator to ensure that drivers recognise that use of indirect vision systems is an integral part of their job.

Vehicle manoeuvring warnings- All vehicles over 3.5 tonnes GVW are to be equipped with enhanced audible means to warn other road users of a vehicle's left turn manoeuvre. This is to reduce the risk of close proximity collisions by audibly alerting vulnerable road users to vehicle hazards.

Regular checks shall be undertaken by the fleet operator and random checks at the site by suitably trained operatives.

Fig 22: CLOCS Checklist

Fig 23: FORS Bronze Requirements

Cyclist Management

Our Traffic Marshals will also be trained on how to deal with cyclists and also how to specifically manage cyclists in the site area. The most vulnerable manoeuvres for cycle and road traffic is entering and exiting the site entrance in Woodcote Green Road. A Traffic Marshal will be stationed at the entrance and exit to each pit lane to manage this high-risk area. As any construction vehicles enter or exit the site.

9.0 Health, Safety & Environmental Considerations during the works

9.1 General Health, Safety & Environmental Considerations

9.1.1 This section is a summary of the Safety, Health and Environmental Considerations during the works. This will be expanded further for site use in our Construction Phase Health and Safety Plan.

9.1.2 Construction and demolition works will be carried out in such a way as to limit, as far as is practicable, adverse environmental impacts. Adverse impacts including noise, vibration and dust will be measured using vibration, dust and noise monitors located across the sites. Thresholds, which have been agreed with the Epsom & Ewell Council, will be set by Morgan Sindall, and the administrators shall be notified by an automatic email if the noise, vibration or dust measures reach or peak their parameters. Morgan Sindall site management will then investigate the root cause that has effected this peaking, and introduce further control measures to prevent this happening again.

9.1.3 Works will be carried out in accordance with the following general provisions:

- Planning approvals from Epsom & Ewell Council.
- Considerate Constructors Scheme.
- Requirements of highways and utility authorities.

9.1.4 As part of the Construction Method Statement, the Design Management and Review process will ensure that construction techniques and materials used are a fundamental consideration of the design and intended long-term use, the aim being to achieve;

- Design for durability and low maintenance.
- Design for flexibility and adaptability.
- Use of materials from sustainable sources.
- Use of local materials where possible.

9.1.5 Safety, health and environmental issues on the Development are a primary factor in influencing the construction methods adopted. The construction team will develop detailed health and safety plans, specific environmental, fire and accident procedures to suit the construction sequences of the Development.

9.1.6 Contractors involved in the Development will ensure:

- That all non-English speaking employees are provided with relevant health and safety information in their national language.
- That adequate multi-lingual supervision is provided so as to ensure that employees continue to be adequately and effectively informed and supervised on all matters affecting their health and safety.
- That suitable bi-lingual arrangements are in place to ensure that statutory related matters are complied with.

9.1.7 All contractors will be required to adopt the Construction Skills Certification Scheme (CSCS) or equivalent skills certification, combined with health and safety training for 100% of their workforce. General operatives will be required to complete the health and safety training element of the CSCS scheme and may be given the opportunity to pursue a relevant NVQ qualification. Supervisor training shall also be provided by the contractor/subcontractors.

9.1.8 A formal Health & Safety Policy Statement will be adopted, in accordance with the requirements of the Health & Safety Executive and other statutory and local authority guidelines.

9.1.9 Compliance with the following mandatory provisions shall be enforced;

- Control of Substances Hazardous to Health Regulations, 1999.
- Provision and Use of Work Equipment Regulations, 1998.
- Highly flammable Liquids & Petroleum Gases Regulations, 1972.
- Health & Safety at Work Act, 1974.

The environmental monitoring will be provided but not restricted to the following:

Electricity and Lighting

All lighting will be on automatic PIR and locally controlled switches to ensure lighting is only used when required. The lighting used will be energy efficient and lit to provide mid-range brightness. Any further lighting will be supplemented by further lighting to fit the task and provide illumination to a level which will provide adequate safety and quality to the task.

Electricity will be metered locally to the worksite as well as to the incoming mains. This will be recorded on monthly basis with a target for improvement demonstrated and shared with the site. All hand tools and small machinery will be battery powered. Any power machinery will have an option to provide a secondary source socket whilst working thus providing duel benefit of running supplementary equipment while operating plant such as MEWPS or Gen-packs. If generators are required, we will employ super silenced equipment. Lighting where physically possible will be faced away from neighbouring residents and traffic.

Environmental Inspections & Reviews

Environmental inspections will be undertaken weekly as a minimum although all works will be pre-planned to avoid Environmental impact from the works. All works will form part of a risk assessment and method statement. All plant and machinery will be of good quality well serviced and maintained whilst being logged and reviewed in the operators check sheet. Our site logistics team and site wardens will ensure plant and machinery is received in pristine order and fully serviced prior to entering the site at the security checkpoints. All operatives will be inducted and briefed prior to setting to work. The works will be reviewed daily or as often as the task requires.

Monitoring Stations will be positioned strategically around the site monitoring both dust and vibration parameters; the system will provide a double knock alert; which is a pre-warning then a full action alert. The correct plant and machinery will be chosen to limit any environmental impacts. We will also set up noise monitoring stations around the sites perimeter and monitor daily against the background noise to ensure works are managed correctly and that receptors are not affected by the natural reshaping of the site in its development from demolition to completion of new build.

Regularity of Inspections

The regularity of the inspections will be for daily review for localised works and a weekly safety and Environmental review for each project within the overall development. Following this we will have a visiting Safety Advisor on site that will aid with the upkeep of our procedures and provide an unbiased review of the project. All inspections will be recorded with an action time and are to be closed out by the responsible party.

9.2 Control Substances Hazardous to Health

9.2.1 The strategy for controlling all substances coming onto site and all work activities and progress which may generate hazardous substances will be managed and controlled in accordance with the 'Control of Substances Hazardous to Health' Regulations (COSHH), 1999 and best practice guidance, such as that published by the Environment Agency.

9.2.2 Some control measures to be employed are as follows:

- All fuels and chemicals will be stored in designated areas, with deliveries of all hazardous materials supervised.
- Storage tank or container facilities will be appropriately bunded with designated areas as far as possible from any watercourses or surface drains.
- In case of spills or discharges, remedial action will be taken as soon as possible, and set procedures will be compiled with.
- A logistics plan will be developed to take into account the management and control of hazardous substances on site.
- Personal protective equipment (PPE) suitable to prevailing conditions will be used by all construction workers.

9.3 Outline Environmental, Emergency, Fire and Accident Procedures

9.3.1 Measures will be carried out to avoid environmental incidents, however if these occur then the following types must be reported to the responsible person within the Construction Team.

9.3.2 The overall strategy in the event of a spillage will be to “Stop-Contain-Notify”

Spills or discharges to the atmosphere, water supplies, sewerage systems, rivers and other watercourses, or to the ground of:

- Any chemical product or formulation.
- Oils and fuels.
- Effluents/fumes and gases.
- Waste or contaminated materials.

Damage to existing:

- Trees and wildlife.
- Flora and existing local habitats.

Any environmental incident that could lead to:

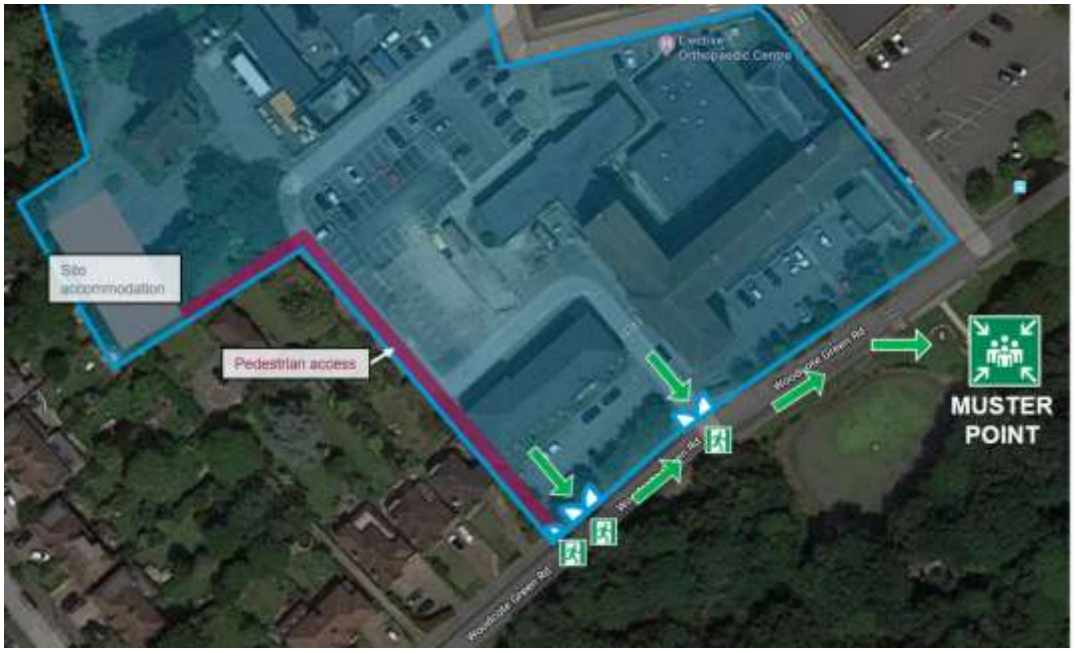
- Local authority or regulatory enforcement.
- Public complaint.

9.3.3 Emergency routes and procedures will be continuously reviewed and adapted to suit the construction sequence and stage of the Development. A draft emergency plan has been produced, as show in Figure 19 – with the Muster Point located in Woodcote Green. The route of evacuation is likely to develop as the project progresses. An Emergency Fire and Accident Plan will be prepared and shall generally follow the guidelines below;

- Definition of the management organisation and responsibility for safety.
- Definition of appropriate fire prevention measures, including good housekeeping of site, welfare facilities and offices.
- Use of non-flammable/fire retardant materials for protection of finished works.
- Safe use and safe storage of flammable materials of all categories, whether solid, liquid or gas;
- Appropriate waste management procedures.
- Monitoring the type and frequency of fire inspection/audits.
- Suitable site accommodation location, construction and detection/firefighting systems.
- During construction, the installation of temporary detection and alarm systems, together with appropriate use of existing systems and early use of final as installed systems when possible.
- Development of evacuation plans, to include escape routes, muster stations, means of sounding alarms and the setting of systems in place to ensure that emergency vehicles have been called and all personnel have safely left the area.
- Training and fire drills.

- The application of permit systems for Hot Works, Confined Space Entry and Electrical Access Control.
- The provision of Fire Watchers and First Aiders.
- Checking that emergency routes/exits are available and unobstructed at all times.
- Dissemination of the plan.
- Continuous liaison with fire brigade/police/ambulance services and other emergency services, plus clients/occupants of adjacent buildings.

Figure 24: Fire Evacuation Plan



9.3.4 The Emergency Fire and Accident Plan as outlined above will be developed in consultation with the local Fire Brigade, the appointed fire consultant and emergency services. As sites are dynamic environments, emergency planning will be under constant and critical review to ensure the continued relevance of the plan and procedures. This will be the responsibility of the Site Logistics Manager.

9.3.5 First aid facilities will be established in multiple locations as appropriate around the site.

9.4 Environmental

9.4.1 All construction works would be carefully controlled in terms of their potential environmental effects through implementation of this CMP and a Construction Environmental Management Plan as agreed with all relevant statutory bodies (Epsom & Ewell Council, Environmental Agency (EA) and Nature England).

9.4.2 Archeological potential on the site is considered low due to the considerable disturbance and truncation in the area, not least from historic brick earth extraction, but also from the basements of Victorian buildings, and then post WWII redevelopment. However, it is considered that the proposed development has the potential to highly impact any buried archaeological deposits that may be present. Consequently, in accordance with national and local planning policies on heritage, prior to development, an archaeological investigation at the site will be undertaken. At present, the number of surveys is to be decided – but they are likely to be to a depth of 1m.

9.4.3 Procedures to minimise risk of pollution incidents relating to machinery or building materials would be as agreed with the EA and facilities installed for rapid appropriate response to any accidental spillages.

9.4.4 Preliminary Roost Assessment of the buildings and trees was carried out on 4 December 2019 and again in April 2020.

The desk study returned records of at least 7 bat species as well as records of historic roosts and EPSM bat licences within 2km radius of the site.

The roof of Rowan House has been removed prior to bat hibernation period in October 2020 to remove the risks of bats hibernating.

The presence of roosting bats was detected within one of the trees along the western boundary (T27). Bat roosting boxes have been put in the trees local to this area.

If bats are found construction works will be adapted locally to avoid disturbance as required by National England.

9.4.5 Monitoring of bird breeding activity on site would be continuous. Where feasible and within reasonable cost, works would be delayed in the local area of birds' nests to permit fledging, nesting is considered negligible. Where this was not possible, the full circumstances would be recorded and conveyed to Natural England and the Wildlife Liaison Officer.

9.5 Arboricultural Impact Assessment / Tree Protection Plan

9.5.1 Trees will be present at the boundary with the neighboring properties. We will appoint arboriculture and landscape consultants to undertake specific tree protection measures and procedures for the execution of their works to protect the trees.

9.5.2 Where trees are identified for retention construction work will be undertaken in accordance with relevant guidelines in BS 5837: 2005 "Trees in relation to Construction – recommendations" to ensure that any construction within close proximity of these trees is undertaken without significantly impacting on them.

9.5.3 Retained trees will be adequately protected from damage throughout the demolition and construction works. An arboricultural consultant will be appointed to the project to oversee all tree pruning or removal and to regularly supervise crucial stages throughout the development process to ensure tasks in close proximity to the root protection zones are carried out as per the approved methodology. Our arboricultural consultant will also inspect the protective fencing erected around the protected trees at regular intervals, and ensure any remedial works are undertaken. Our arboriculturalist will liaise with the Local Authority arboriculturalist will to ensure all arboricultural objectives are met. The installation of sheet piling shall also be utilized when excavating in close proximity to the root protection zones to ensure an exclusion zone around all roots. The sheet piles will also support the soil around the roots, preventing the potential of any damage to the roots. Once all excavations are complete and backfilled, the sheet piles shall be removed. Other tree protection measures will include some or all of the following:

- Assessment of location of roots.
- The Root Protection Areas (RPA) will be designated as a construction exclusion zone (CEZ) within which trees will be protected from activities that have a potential to cause damage. CEZ's will be appropriately protected, e.g. fencing.
- Generated in accordance with BS5837:2005 provides a sufficient precautionary zone where rooting conditions are more or less open, unobstructed and level.
- Where root conditions are such that it is not possible to confidently accept the RPA as providing a more or less accurate illustration of the location of roots then it will be necessary to carry out soil investigation to ascertain location of roots.
- Training (e.g. tool box talks) in how to avoid tree damage.
- Facilitation Pruning.
- Appropriate Ground Protection measures.
- Contingency planning.

9.6 Noise & Vibration

9.6.1 Noise and vibration levels will be controlled as set out below to ensure that the Development is operated in a way that minimises detrimental impact to the amenities of local residents. Vibration monitors will be placed around the site in sensitive locations. Monitoring positions to be agreed with the Environmental Health Officer.

9.6.2 Prior to the commencement of works, a condition survey will be offered free of charge to nearby properties, this survey will be repeated on completion of the works.

9.6.3 Infrastructure works, excavations, piling works and foundation construction will be among the most significant activities. The noisiest activities are likely to be demolition and piling works. Although concreting operations will also give rise to noise, the levels generated would not be considered to be significant.

9.6.4 As the buildings within the proposed Development rise above the ground, there will be some noise from scaffolding and formwork erection but the majority of activities and plant (e.g. concrete pumping) are considered to generate low noise levels.

9.6.5 During construction the measures summarised below are to be employed.

9.6.6 Details of construction activities, prediction levels/assessments will be discussed with the relevant authority, both prior to construction and during construction. Detailed construction programmes will be available in advance of work starting on site. Prediction, evaluation and assessment of noise and vibration as well as discussions between the construction team and Epsom & Ewell Council will be an on-going activity throughout the construction period.

9.6.7 Where work outside of agreed hours or likely to exceed specified noise, limits is necessary then this shall only proceed subject to notification to Epsom & Ewell Council Environmental Health Officer and approval given. Except for emergency situations, notification will be in advance of any requirement for out of hours/noisy working.

9.6.8 Where the potential for noise exists, e.g. during demolition/piling, 'Best Practicable Means' will be used to reduce noise to achieve compliance consistent with the recommendations of BS 5228, and may include:

- Careful selection of plant items, construction methods, programming, implementing a 'noise and vibration protocol', which outlines monitoring frequency and action levels etc.
- Selection of piling methods based on reducing noise and vibration impacts. CFA piling has been selected on this project to reduce the noise and vibration impacts on the local community.
- Preference will be given to electrically powered plant where possible.
- Design and use of site hoarding and screens/noise barriers, to provide acoustic screening at the earliest opportunity.
- Choice of routes and programming for the transport of construction materials.
- Use of pre-cast or off site fabricated materials where possible to reduce noise on site.

9.7 Air Quality

9.7.1 Construction and demolition works will be carried out in such a way as to limit the emissions to air of pollutants (particularly dust and fine particles (PM10)), employing Best Practicable Means. The site will be managed in accordance with the CMP to minimise the potential effects on air quality from construction.

9.7.2 Monitoring will be undertaken throughout the construction period to enable proactive management of dust and PM10 levels. Wind speed and direction will be included in the monitoring. There will also be on-going liaison with Epsom & Ewell Council Environmental Officer regarding the construction control measures set in place.

9.8 Dust

9.8.1 Dust control will be best achieved at sources, and if possible, activities will be carried out in a manner so as to preclude dust generation.

9.8.2 Dust levels will be controlled by dampening down works where there is a risk of dust, and, if required, consent sought from the relevant local authority under the Control of Pollution Act 1974, Environmental Protection Act 1990 and local policy guidelines, to ensure that the Development is operated in a way which is not detrimental to the amenity of local residents.

9.8.3 If dust is generated, steps will initially be taken to protect workers in the vicinity who shall, as a minimum, be issued with dust masks. Dust will, if possible, be contained in the location in which it is generated and be controlled and managed therein. Dust suppression measures will be carried out to ensure that dust nuisance affecting neighboring properties is minimised.

9.8.4 Dust emissions from construction will be controlled through careful pre-project planning and effective site management. The following control measures and good management practices will be employed

- Site operations will be planned to take into account local topography, prevailing wind patterns and local sensitive receptors e.g. schools, residences and ecological designated sites.
- Burning of materials on site will be prohibited.
- Loading and unloading will only be permitted in designated areas.
- Provision of water sprays and wind/dust fences where possible, particularly in dust sensitive locations, for example, during demolition works. Water spraying and/or screening will be undertaken prior to and during demolition.
- Stockpiles of soil, arising or other granular material will be sheeted and/or treated using “Dust Buster” or similar to prevent dust raising that may cause risk to health or nuisance to the public.
- An appointed person will oversee/control activities and handle complaints.
- Dust on tree foliage will be minimised where practical.

9.9 Material Storage & Handling

9.9.1 The storage and handling of construction materials can be a significant dust emission source. The adoption of appropriate dust control measures will greatly reduce dust emissions from these sources and ensure that any adverse effects are reduced or eliminated.

9.9.2 Handling and storage areas will be sited as far away as is reasonably and practically possible from public/residential areas. Handling and storage areas will be actively managed and fine, dry material will be stored inside enclosed shield/coverings or within a central storage areas. Any storage areas that are not enclosed will be covered/sheeted. Prolonged storage of debris on site will be avoided. Vehicles carrying dusty materials into or out of the site shall be sheeted down to prevent any escape of materials.

9.10 Construction Plant

9.10.1 Construction plant can be a significant source of emissions although control measures can be implemented to minimise any adverse impacts. The following measures will be employed:

- Site plant and equipment will be kept in good repair and maintained in accordance with the manufacturers specifications. Allowing for economic constraints, the plant will be selected on the basis of which has the least potential for dust and other emissions.
- Plant will not be left running when not in use.
- Plant with dust arrestment equipment will be used where practical.
- Where practical, cleaner fuels will be employed for construction plant.
- Enclosures will be erected around major construction plant items as appropriate and

where practical.

9.11 Vehicle Movements

9.11.1 Vehicle movements may result in dust emissions (by re-suspending dust from the road or from spilling dusty loads) and exhaust emissions. However, a number of control measures can be adopted to eliminate or minimise such emissions: Wheel washing facilities on site to prevent mud from construction operations being transported on to adjacent public roads;

- Damping down of site haul roads by water bowser during prolonged dry periods.
- Regular cleaning of hard-surfaced site entrance roads.
- Ensuring that dusty materials are transported appropriately (e.g. sheeting of vehicles carrying spoil and other dusty materials).
- Confinement of vehicles to designated haul routes within the site.
- Restricting vehicle speeds on haul roads and other unsurfaced areas on the site.
- Hoarding and gates to prevent dust breakout.
- Appropriate dust site monitoring will be included within the site management practices to inform site management of the success of dust control measures used.

9.12 Soils & Contamination

Existing Conditions.

The site generally consists of Made Ground from various developments over the years through phases of demolition and redevelopment of the site.

Geology, Hydrogeology and Hydrology

The north western side of the site is underlain by the London Clay Formation, comprising Clay and Silt. The eastern part of the site is underlain by the Lambeth Group formerly known as the Reading Beds, comprising clay, silt and sand.

According to the geological cross section lines provided on the published BGS Map sheet of Reigate (Ref. 5) the bedrock (London Clay and Lambeth Group) appears to be dipping gently towards the north west. These strata (London Clay and Lambeth Group) that outcrop on the site are in turn underlain by Thanet Sands and then Chalk, at greater depth.

Superficial deposits directly underlie the majority of the site and cut across the solid geology. These are river Terrace Deposits, comprising sand and gravel which extend northwards from the site

Site History.

The historical map review indicates that prior to being developed into a hospital, the site comprised Epsom Union Workhouse and undeveloped land. The central part of the site was developed into Epsom Hospital by 1934 and has undergone several minor phases of demolition and redevelopment since then. Potential sources of contamination on site include asbestos fibres from various phases of demolition and redevelopment on the site.

There was a small pond on the central part of the site which appears to have been infilled circa 1913. The pond may have been infilled with Made Ground or waste although this is not expected to be significant given its size. There was an on-site historical tank and electricity substation which are potential sources of hydrocarbon and Polychlorinated Biphenyl (PCB) contamination. There is a current generator adjacent to the south of

Contaminants

Based on the Envirocheck Report obtained for the Phase 1 Desk Study (Ref. 3) there are 5no contemporary trade directory entries within 200m of the site (recorded onsite and up to 109m away), relating to hospital's (Epsom General Hospital), cleaning materials and equipment and lighting manufacturers. 2 of these entries are located onsite and relate to the MRI unit and the Orthopaedic

centre. A potentially infilled former pond is located onsite and was infilled around 1913. Another infilled pond is located 11m northeast of the site, and dates back to 1945. One Part B Authorisation is located 240m northeast of the site and relates to the Woodcote BP Service Station.
There are no current or historic landfill sites within 250m of the subject site.

According to the Radon Atlas of the UK (Ref. 6) the site is located within a lower probability radon area (less than 1% of homes are estimated to be at or above the Radon Action Level).

No radon protective measures are necessary in the construction of new buildings.

Groundwater

The site is not located within a groundwater Source Protection Zone (SPZ). There are no recorded groundwater abstraction licences within 1km of the site. The nearest surface water feature is a pond approximately 30m south in Woodcote Green Park. Historical maps indicate the pond has been present sine pre-1871 and several surface 'drains' which appear to drain into the pond from the south east and south and appear to be man-made. It is not known whether the pond is man-made, but it does not appear to be connected to a wider stream or river network. The nearest (natural) stream is the Bonesgate Stream, approximately 2.7km north west which flows in a north easterly direction towards the Hogsmill River. The historical map review has indicated that a pond was present on site and several ponds were present within 250m of the site which have since been infilled. It is not known whether the ponds were natural or man-made. Based on the topography and the published geological maps, the direction of groundwater flow within the River Terrace Deposits is expected to be towards the north. Groundwater flow within the Lambeth Group is conceived to be more likely to be towards the north west, based on the inferred dip direction of the bedrock.

Ground gas

Potential for ground gas is unlikely. Made Ground containing putrescible material that would be capable of generating significant ground gas (methane and carbon dioxide) is not expected to be present.

Strategy

The strategy for controlling and mitigating potential adverse environmental or health and safety effects during construction will be to adopt the procedures and methods set out within this CEMP.

Operational Control

The strategy for controlling and mitigating potential adverse environmental or health and safety effects during construction will include the following, as appropriate:

- Identification and assessment of the potential for residual ground; contamination to be presented prior to the start of any piling or excavation construction work;
- Minimisation of potential risks to site workers as required by the Construction (Design and Management) Regulations 2007;
- Sampling and testing of excavated spoil and piling arising, in order to assess the suitability of materials for re-use on site against site-specific criteria;
- Use of piling systems designed to minimise impacts on the groundwater;
- Dust suppression from any contaminated soils by the regular use of water sprays during any dry conditions, sheeting of haulage vehicle loads, use of wheel washers;
- Stockpiling of contaminated materials will be avoided whenever possible. If this is necessary, stockpiles will be located on areas of hard standing or plastic sheeting to prevent contaminants infiltrating into the underlying ground;
- Stockpiles will be treated to prevent windblown dust;
- Adequate drainage will be designed and installed during construction work to manage surface water runoff and prevent any contaminated water from entering watercourses,

either directly as surface run-off, or indirectly via the surface water drainage systems;

- The flow of traffic across the site, speed restrictions, the siting of wheel wash facilities and sheeting gantries will be designed to take account of the potential presence of contaminated ground during construction activities in certain areas and the minimisation of associated potential safety, health and environmental risks;
- Any arising containing remnants of invasive/noxious weed-type materials will be treated as controlled waste and disposed of off-site at a landfill site that is licensed to receive such material. Disposal of any invasive weed-type material will follow the disposal recommendation referred to within the relevant Environmental Agency code of practice;
- The handling and storage of any potentially hazardous liquids on site, e.g. fuels and chemicals, will be controlled and best practice guidance such as that published by the Environment Agency, will be followed. Storage tank/container facilities will be appropriate bunded within designated areas and sited as far as possible from any watercourse or surface drain;
- If hazardous liquids escape, remedial action will be taken as soon as possible; and
- Where unforeseen contamination is identified during the course of the work specific investigations will be carried out in the areas in question and appropriate Health & Safety procedures will be implemented during decontamination or removal of material.

9.12.1 A strategy will be prepared to identify, analyse, segregate and control existing contaminated soils on this site. Epsom & Ewell Council and the Environment Agency will be consulted on the strategy prior to commencement of earthworks.

9.12.2 Procedures will be drawn up to control all potentially contaminating materials brought on site.

9.12.3 Should soil contamination occur as a result of a pollution incident on site, reference will be made to the material COSHH data, and the soil will be decontaminated as recommended.

9.13 Water Resources

9.13.1 The works will be carried out and working methods adopted to ensure that construction activities do not disturb ground contamination to adversely affect surface water and ground water quality. The following best practice measures will be adopted:

- Discharge to public sewers – after prior agreement with Thames Water.
- The existing storm water drainage system will be retained where possible during construction, with modifications made as necessary to prevent ingress of debris.
- Discharge via sediment traps/settlement tanks or ponds.
- Installation of interceptors.
- Control of spoil and other materials to prevent spillage, particularly during period of high local surface flood risk (September to March), and through appropriate handling and selection of spoil/material storage locations.
- Issues relating to contaminated land affected by the construction, together with proposals for protection of surface and groundwater.
- All drainage arrangements will be determined in consultation with the Environment Agency and Epsom & Ewell Council.
- Careful siting and bunding of fuel storage facilities and any areas used for the storage of potentially hazardous materials.

9.13.2 Appropriate construction techniques will seek to ensure that groundwater seepage into excavated areas does not take place.

9.13.3 Subject to appropriate discharge consents, water arising during excavation works will be discharged to the surface water drainage network after attenuation in oil/water separators and settlement ponds/tanks. The discharge would be monitored to meet any requirements set by the EA. Any water not meeting the criteria set by the EA would be discharged to sewer and in accordance with Thames Water's requirements.

9.13.4 Consents to discharge from the Environment Agency or Thames Water may be subject to specified conditions. Monitoring will be undertaken as appropriate and records kept to demonstrate compliance with any specified conditions.

10.0 Waste

10.1 General Provision

10.1.1 The disposal of waste generated during construction, including any surplus spoil, will be managed to maximise the environmental and development benefits from the use of surplus material and to reduce any adverse effects of disposal. In general, the principles of the waste management hierarchy, which favors waste minimisation, re-use of materials and recycling over disposal to landfill will be favored. Further details will be provided in the Site Waste Management Plant, a summary of this document is presented below.

10.2 Site Waste Management Plan

10.2.1 A Site Waste Management Plan (SWMP) will be produced for each phase using BRE's SMARTWaste tool. This includes a waste forecast identifying options for reuse, recycling and avoidance of landfill and to record actual waste arisings.

10.2.2 The SWMP will also record responsibilities for waste management on site, any waste eliminated or reduced through the design process, compliance with the "Duty of Care", Environmental Protection Act 1990, and any training or awareness raising measures undertaken and reviews undertaken. It will also provide environmental KPI's which will be used to demonstrate performance levels against specified targets. The SWMP will be used in evidence toward environmental building assessments such as BREEAM and the Code for Sustainable Homes.

10.3 Construction & Demolition Waste

10.3.1 Methods for waste reduction will form a basic strategy for construction waste management from the start. These materials will generally be inert or environmentally benign and may have alternative uses elsewhere on the Site. Opportunities will be investigated to maximise the recycling potential of demolition and construction materials. It is anticipated, that demolition concrete and masonry will be crushed for possible use as a piling platform and other purposes.

10.3.2 Buildings and materials containing asbestos will be assessed in advance of demolition works commencing, and all asbestos identified removed followed by the issue of clearance certificates. Care will be taken by contractors to identify all asbestos related materials and to record, control, remove and dispose of all such materials in accordance with current legislation.

10.3.3 Some contaminated materials may be found during the Development. Any contaminated materials that may be generated shall be stored and disposed of in accordance with relevant best practice guidance and legislation.

10.3.4 Licensed carriers will remove other residual waste, i.e. general office waste, etc. from site to suitable licensed disposal sites. Where possible, segregation and recycling of materials, such as office paper, food waste will be undertaken.

10.4 Control during Construction

10.4.1 The Contractor will ensure minimisation of waste arising on site and reuse where possible, either directly or by recycling, waste monitoring and setting of targets. Recyclable materials such as metal, timber, cardboard and office paper will be put in colour-coded bins, ready for

collection by the appropriate contractor. Initiatives to reduce other waste streams include as far as practically possible:

- Minimising raw material waste through analysing design and construction techniques where possible.
- Making a commitment to develop waste minimisation opportunities by maintaining a role in the management of the supply chain during construction. Measures such as bulk buying and the use of 'large customer purchasing power' to influence and make demands on suppliers will be utilised.
- Liaison with suppliers to enable packaging material to be sent back for reuse, the use of off-cuts where possible and the recycling of off-cut material by the supplier.
- Engaging contractors in the process of maximising the use of recycled aggregates for hardcore and alternative cements according to application.
- Ensuring no vehicle leaves the site empty, i.e. all return vehicles will take 'associated waste' off-site.

10.4.2 To ensure compliance with legislative requirements, only Environment Agency licensed waste hauliers, waste management contractors and landfill sites will be used.

10.4.3 Suitable protection measures will be incorporated in the design of the waste management area to prevent pollution, and regular inspections carried out to ensure that stored waste is covered by present accidental spillage and from being blown away.

10.4.4 When leaving site, vehicles will be sheeted/covered to prevent any escape of materials onto public highways.

10.4.5 Waste transfer notes will be retained and will fully describe the waste in terms of type, quantity and containment in accordance with relevant regulations. Information regarding the type and quantity of material returned to the supplier and the contractor or contractors will also hold copies of all waste documentation.

10.4.6 Materials stored on the Site for disposal (e.g. spoil arising) will be subject to the provisions of the duty of care and may require a waste management permit. Where this is identified the permit, or any exemption will be managed by the Applicant.

10.5 Hazardous Waste

10.5.1 In anticipation of production of hazardous waste, the development will be registered as a producer of Hazardous Waste with the Environment Agency as required by the Hazardous Waste (England & Wales) Regulations 2005.

10.5.2 Hazardous wastes will be segregated and stored separately from other waste fractions to avoid contamination and risk to the environment and personnel.

11.0 Workforce

11.1 Employment & Management Workforce

11.1.1 Site labour levels are expected to peak at 500-600 for the Guild Living project.

11.1.2 An employment strategy will be delivered through the Contractor in partnership with local skills and enterprise team, local agencies, training providers and the Contractor's supply chain to maximise opportunities for apprentices and work experience. The Contractor will draw on the local knowledge and expertise of Epsom & Ewell Council to encourage local residents to apply to fill vacancies on the Site.

11.1.3 The Contractor will endeavor to ensure that all appropriate measures necessary are taken to maintain good industrial relations in connection with the Development.

11.1.4 The Contractor will notify Trade Unions of the scheme and estimated timetable. A list of contractors together with, where applicable, the National Joint Council for the Building Industry (NJCBI) register number and/or reference with the Building and Civil Engineering Holiday Scheme Management or its equivalent will also be supplied.

11.1.5 The Contractor/sub-contractors (Building Trades) appointed must abide by the terms of National Working Rule Agreements as appropriate. Contractors outside Building Trades are to abide by their national agreements as appropriate.

11.1.6 An Equal Opportunities Policy will be adopted and contractors (and their sub-contractors) must adopt a positive approach to the employment and training of ethnic minority groups.

11.1.7 Catering and other essential welfare facilities will be provided on site.

11.2 Working Hours

11.2.1 Noisy construction work which is audible at residential properties will generally only take place during the following hours:

- Monday to Friday, 08:00 to 18:00 hours
- Saturday, 08:00 to 13:00 hours
- No working on Sundays, Bank Holidays or Public Holidays

In order to maintain the above working hours, the Contractor may require at certain times a period of up to one hour before and after normal working hours to start and close down activities (this will not include works that are likely to exceed agreed maximum construction noise levels). Specialist construction operations and deliveries may also be required to be carried outside these core hours in agreement with Epsom & Ewell Council.

Works will take place outside these hours but will be within noise limits agreed with Epsom & Ewell Council. Consultation with Epsom & Ewell Council will be required prior to noisy activities taking place outside normal hours of operation, with the exception of emergency work which may need to take place as required.

11.3 Local Training & Employment Opportunities

11.3.1 The Development is committed to meeting the needs of local people wherever possible and to this end pro-actively encourages the employment of local residents and the use of local businesses and services.

11.3.2 Morgan Sindall will support the Applicant in its delivery of any economic development and community investment commitments and targets the Applicant has set.

11.3.3 Morgan Sindall will provide employment and upskilling opportunities for local residents of Epsom and surrounding areas in line with the employment strategy. The employment strategy

will be developed in detail and delivered in partnership with Epsom & Ewell Council and training providers, and will include:

- The services of the Contractor's Strategic Inclusion and Community Manager.
- A consortium approach between local partners – including local authorities, Job Centre Plus and education and training providers.
- A CITB approved Employment and Skills Plan.
- A commitment from contractors and sub-contractors to use specified methods of recruitment.
- A contractual obligation for subcontractors to provide apprenticeships and employment for local labour.

11.3.4 Morgan Sindall will participate in the programmes of training (or re-training) of local people in such skills appropriate to the Contractor's works. These initiatives may include, but are not limited to activities such as providing paid or unpaid work placements, participating in work experience programmes, providing employment opportunities, promoting National Construction Week and employers giving time to visit local community organizations, schools, colleges etc.

11.3.5 Where there is a requirement for casual or temporary employment this should, wherever possible, be drawn from the local labour workforce.

11.3.6 Morgan Sindall will seek to offer all types of jobs and at all levels to local people as far as possible. It is expected that where local residents are appropriately qualified or experienced in any relevant trade, administrative or managerial / professional skills, they should be given the opportunity of employment.

11.3.7 Morgan Sindall will ensure that local contractors and suppliers are provided with information about the proposed Development and are given the opportunity to tender for all appropriate contracts or sub-contracts that arise. The Applicant will seek to ensure that the Contractor engages local labour and local sub-contractors whenever possible and that appropriate local employment clauses are included in the contract documentation.

11.3.8 Local relevant training partners will be notified at an early stage of the intended construction programme and start date on site to enable them to work with the Contractor to review and identify available skills and skills shortages and to commence appropriate up-skilling programmes for local labour.

11.3.9 The Applicant and/or contractor/contractors (and sub-contractors) will nominate a person to be responsible for training on the Development and be required to attend meetings where necessary and to liaise with the responsible person in the contractor/contractors on matters pertaining to the training being carried out by them. The person appointed will also be responsible for collating information on training carried out by sub-contractors and ensuring that similar provisions apply to those sub-contractors.

11.3.10 To evaluate the success of the local employment initiatives, Morgan Sindall will record local labour statistics. As a minimum, Morgan Sindall will shall monitor and record the number and proportion of local people and local businesses utilised from Epsom and Ewell. Reports are to be submitted on a quarterly basis throughout the development period to the Applicant.

12.0 Public Relations & Community Liaison

12.1 Considerate Constructors Scheme

12.1.1 Morgan Sindall will register the Site with the 'Considerate Constructors Scheme' which is administered by the Construction Industry Board. This is a voluntary code of practice that seeks to:

- Minimise any disturbance or negative impact (in terms of noise, dirt and inconvenience) sometimes caused by construction sites to the immediate neighbourhood.
- Eradicate offensive behaviour and language from construction sites.
- Recognise and reward the constructor's commitment to raise standards of site management, safety and environmental awareness beyond statutory duties.

12.1.2 The scheme requires constructors to adhere to a Code of Practice that includes the following principles:

- Be environmentally aware in the selection of resources. Pay particular attention to pollution avoidance and waste management. Use local resources wherever possible and keep to a minimum at all times noise from construction site activity.
- Be considerate to the needs of all those affected by the construction process and of its impact on the environment. Special attention to be given to the needs of those with sight, hearing or mobility difficulties.
- Keep the Site clean and in good order and ensure that the surrounding area is kept free from mud, spillage and any unnecessary construction debris.
- Be a good neighbour by undertaking full and regular consultation with neighbours regarding site activity from prestart to final handover. Provide site information and viewing facilities where practical.
- Promote respectable and safe standards of behaviours and dress. Derogatory behaviours shall not be tolerated under threat of the strongest possible disciplinary action.
- Be safe. All construction operations and vehicle movements to be carried out with care of the safety of passers-by, neighbours and site personnel.
- Be accountable to the public by providing site contact details and be available to deal with their concerns and develop good local relations.
- All contractors will be required to adhere to the requirements of the code of practice. Information about the scheme will be provided to all personnel at induction and through on-going awareness raising such as posters and tool box talks as appropriate.
- The scheme will also be publicised to local residents by the use of appropriate banners and posters with contact details posted at the boundary of the site.

Figure 25: Considerate Constructors Gold Award from a previous Morgan Sindall site

12.2 Public Relations

12.2.1 During the works, there will be regular communication with neighbouring residents and businesses. A regular newsletter will be issued to the surrounding residents and businesses to keep all parties informed about progress to date and forthcoming works. Any particularly noisy, special or unusual activities to take place (such as piling, road closures or deliveries of large plant) will be notified by way of a supplementary letter, issued to the relevant neighbours and local amenity centres.

12.2.2 The Contractor will provide a dedicated Liaison Co-Ordinator, Hannah Cowell as a single point of contact to the neighbouring residents, businesses and relevant statutory/non-statutory bodies. An out of hours contact telephone number will also be provided.

12.2.3 A project website will be set up in advance of the works commencing on site, this will be updated with details of the project, the monthly project newsletter and contact details for the key members of the construction team. This will also provide a platform for local people to register interest in working on the project.

12.2.4 A complaints register will be established to provide a permanent record of the performance of the project. Any complaint from residents or other parties will be treated seriously, and the complaint logged and cause investigated. Analysis of any complaints made will allow procedures to be implemented with the aim of avoiding any re-occurrence.

12.2.5 Any complaints received by the Council will be passed on to the Contractor at their regular meetings. They will be recorded, actioned and any mitigation implemented on site in the same manner as complaints received directly by the Contractor.

12.2.6 A proposal to use the perimeter hoarding to display information regarding the Development, status etc. will be made in order that the local community and passers-by can be informed of progress of the Development.

Appendix A – Schedule of Mitigation

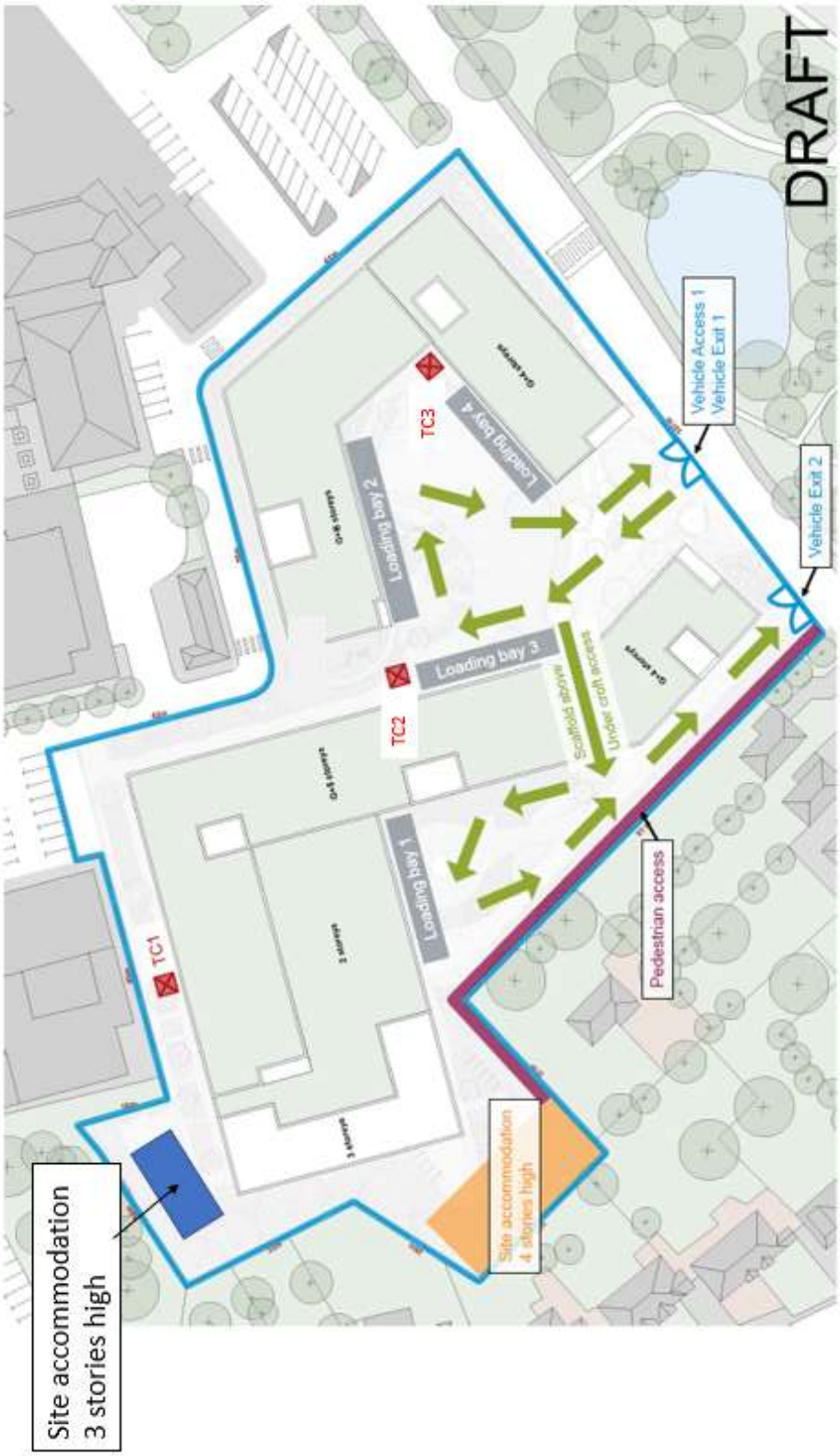
Topic	Mitigation During Construction
Traffic and Transport	In order to mitigate any minimal impacts that may occur, a number of measures will be implemented during the construction period. The following measures should be implemented: • Use of prescribed construction routes. • Implement a Traffic Management Group (TMG). • Restriction of HGV movements. • Banksmen/presence of personnel at access. • Dispersed timings of HGV movements on the LRN. • Banksmen vehicle movement monitoring. • Vehicle wheel cleaning. • Highway condition surveys. • Temporary Traffic Management Procedures (TTM) • Distribution of communication and promotional material to residence and businesses in the immediate vicinity of the site. Construction work will only take place during the following periods: • 8am to 6pm – Mondays to Fridays; and • 8am to 1pm – Saturdays
Socio Economic Effects	Hoarding to screen the site and minimise disturbance from construction activities. Implementation of the advice and best practice techniques listed in this CEMP.
Noise and Vibration	Potential for significant adverse noise and, possibly, vibration might be generated during demolition and construction works. The following mitigation measures should be implemented during construction: Use of 'best practicable means', as defined in the Control of Pollution Act 1974 should be implemented to minimise noise emissions throughout the works period. This would incorporate the use of measures to control noise that does not unreasonably inhibit the work, and the use of working methods that result in minimum noise effects compatible with normal working practices. The contractor will also be required to liaise with Epsom and Ewell Council's Environmental Health Department in order to agree the adopted controls to minimise impacts at all times. Measures routinely applied in this way include the following: • Community consultant prior to and during the works to update local stakeholders with regards to progress and any potentially intensive forthcoming works. • Careful selection of construction methods and plant to be used. • Switching off plant when not in use. • Regular maintenance and servicing of vehicles, equipment and plant. • Enforcement of restricted working hours for excessively noisy activities. • Implementation of an appropriate traffic management strategy. • The use of temporary acoustic barriers where appropriate and other noise containment measures such as screens and acoustic hoarding at the site boundary to minimise noise breakout and reduce noise levels at potentially affected receptors. • Adherence to relevant British and International Standards. • Utilisation of site access points which would minimise noise and vibration impacts. • Boundary monitoring of noise and vibration levels linked to an alarm system to warn site management of possible significant levels. • The possibility of carrying out of noisy works off-site (for example, concrete crushing).

	The hours of routine construction work will also limit the effects of construction noise. Options for mitigating construction traffic are limited and rely upon the contractor ensuring that construction vehicles are appropriately-sized for the loads carried and that the vehicles and their exhaust silencers are properly maintained in a good state of repair.
Air Quality	Communications - Implement a stakeholder communication plan. Display name and contact details of responsible person for dust issues on site boundary in addition to head office contact information. Implement the measures stated in the CEMP to reduce the effects of Dust. Site Management – record all complaints and incidents in a site log. Take appropriate measures to reduce emissions in a timely manner and record the measures taken within the log. Make the complaints log available to the Local Authority if requested. Record an exceptional dust incidents on or off site. Monitoring – undertake daily on and off site visual inspections where there are nearby receptors. Carry out regular inspections to ensure compliance with the CEMP. Increase the frequency of inspections during activities with a high potential to create dust or prolonged dry weather. Agree dust monitoring with the local authority where appropriate. Preparing and maintaining the site – plan site layout to locate dust generating activities as far as possible from receptors. Use solid screens around dusty site activities and around stockpiles. Avoid site run off water and mud. Fully enclose the site or specific operations where there is a high potential for dust production and the site is active for an extensive person. Keep site fencing barriers and scaffolding clean using wet methods. Operating Vehicle/Machinery and Sustainable Travel - Enforce an on-site speed limit of 15 mph on surfaced roads and 10 mph on unsurfaced areas. Ensure vehicles switch of engines when stationary. Avoid use of generators where possible. Produce a Construction Logistics Plan to manage the sustainable delivery of materials. Implement a sustainable travel plan for site workers. Operations - Cutting, grinding or sawing equipment only to be used with suitable dust suppression equipment or techniques. Ensure adequate water supply for effective dust and particulate matter suppression. Use enclosed chutes, conveyors and covered skips. Minimise drop heights of materials. Ensure suitable cleaning material is available at all times to clean up spills. Measures Specific to Demolition - Where practical, soft strip inside buildings before demolition of external walls and windows. Ensure effective water suppression is used, preferably through the use of hand held sprays. Avoid explosive blasting. Bag and remove biological debris or damp down material prior to demolition. Measures Specific to Earthworks - Re-vegetate earthworks and exposed areas/soil stockpiles as soon as practicable. Use hessian, mulch or trackifiers where it is not possible to re-vegetate or cover with topsoil. Only expose small areas of ground or stockpile when working. Measures Specific to Construction - Ensure aggregates are stored in bunded areas and are not allowed to dry out. Avoid concrete scabbling where possible. Ensure bulk cement and other fine powder is delivered in tankers and stored in silos with suitable emission control. Smaller supplies of fine powder material to be in sealed containers and stored appropriately. Measures Specific to Trackout Use water-assisted dust sweepers to clean access and local roads. Avoid dry sweeping of large areas. Ensure vehicles entering and leaving the site are appropriately covered. Inspect on-site haul roads for integrity and repair as necessary. Inspections of haul roads to be recorded in site log, including any remedial action taken. Implement a wheel washing system.
Daylighting, Sunlighting and Overshadowing	Demolition and Construction - The use of temporary lighting units may result in minor adverse effects in terms of light pollution. However, this can be easily mitigated through the positioning of lighting units to avoid light intrusion into the surrounding residential properties.

Wind Microclimate	No mitigation proposed
Biodiversity	Birds - The site contains buildings and vegetation that may support breeding birds, which will be demolished or refurbished during construction. It is advised that the clearance of buildings and vegetation within the site is undertaken outside of the bird nesting season (which is typically March to August inclusive). Where this is not possible, a search for nesting birds up to 48 hours prior to vegetation clearance taking place must be undertaken by an experienced ecologist. If nesting birds are found at any time during clearance works, work must stop immediately within the vicinity of the nest and an ecologist must be contacted immediately for advice. The nest will be protected. Bats – There is presently a low risk in relation to bats. In accordance with construction best practice, a suitably qualified ecologist will check for bats prior to the demolition of buildings. Roosting bats have been detected within one of the trees along the western boundary (T27) however no roosting bats have been detected in any of the buildings to be demolished. The roof structures to both Rowan House and Woodcote Lodge have been removed prior to bat hibernation season. The development will have no impacts upon this species group and no further surveys would be required. If bats are present, a European Protected Species Mitigation (EPSM) licence would need to be obtained from Natural England before the works could commence. This licence would include, amongst other things, a detailed method statement outlining the mitigation measures required. Such measures often include appropriate timing of the works, supervision of the works by a licenced bat ecologist and provision of appropriate alternative roosting opportunities, and appropriate landscaping and lighting schemes. Other Species - If any unexpected discoveries of other protected species are made on-site during redevelopment works, then all activities in the immediate vicinity must be halted immediately and further advice must be sought from an ecologist immediately.
Cultural Heritage	Demolition - it is recommended that no archaeological mitigation is warranted during the demolition phase. Construction - It is considered that an appropriate and proportionate strategy to assess and evaluate the archaeological potential would be trial trenches prior to the commencement of any excavations/construction phase. The aim of this would be to establish the presence/absence of any archaeological and geoarchaeological /paleoenvironmental deposits within the footprint of the proposed development, assess the significance of any deposits if present and formulate an appropriate recording strategy, including preservation in situ or by record depending on the nature of the remains. Should significant archaeological deposits be encountered, a programme of public engagement and participation, health and safety issues permitting, should be designed to ensure both local and wider parties, schools and members of the public have the opportunity to derive benefit and enjoyment from expanding their knowledge and awareness of the local heritage.
Surface Water Drainage and Flooding	Precautions should be taken such as use of settlement tanks, spill kits and gully covers. This will ensure that the risk to and from the site from surface water flooding during construction phases is minimised.
Ground Conditions and Contamination	Appropriate measures to protect construction workers may include training in and enforcement of hygiene procedures, use of personnel protective equipment and the implementation of dust control measures, particularly in relation to asbestos containing material (ACM). Mitigation measures that will be used to counter the identified potential impacts of construction will be incorporated into the Contractors Method Statements and Health and Safety Plans and the CEMP. These will include: • Procedures and protocols to prevent construction workers, visitors and neighbours from being exposed to contaminated materials (including exposure to asbestos)

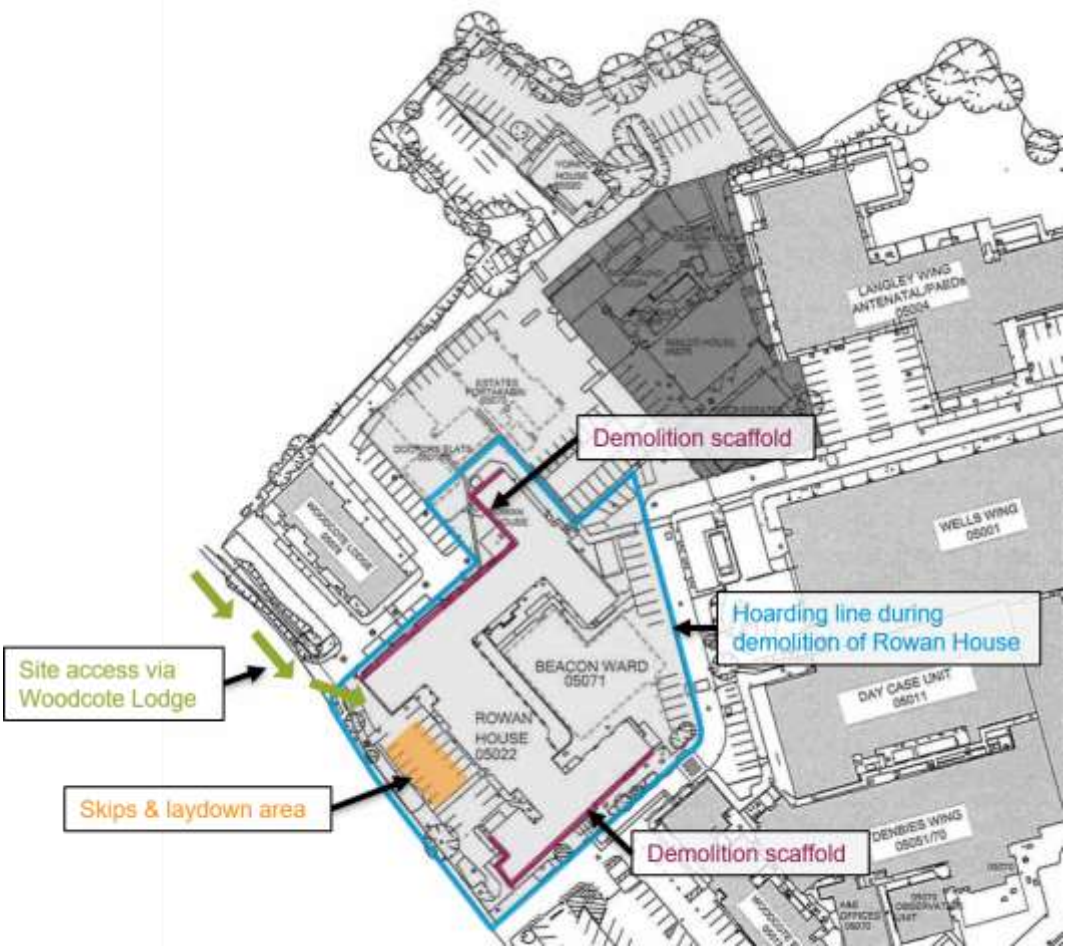
	• Monitoring of excavation works to identify unforeseen areas of contamination • Systems to record and monitor the movement and deposition of waste materials leaving or being transported to other parts of the site • Preventing dust generation during excavation and handling of potentially contaminated materials If visual or olfactory evidence of contamination is observed during the construction phase the material should be segregated and tested. A suitably qualified person (such as a site chemist or environmental scientist) should be responsible for inspecting and testing any material which displays any visual and/or olfactory signs of contamination. Based on the results of testing, the soils will be re-used, treated or disposed off-site as required. Proposed criteria for the re-use of soils will be included in the earthwork's specification for the development
Broadcast and Communication	As the structure is constructed the effects will range from no impact to minor adverse at worst (the predicted effect for the completed Proposed Development). The minor adverse effect will primarily be due to the presence of construction cranes. The mitigation measures proposed for the completed development will, in some cases, be applicable during the construction period. For those dwellings with adversely affected terrestrial TV reception, mitigation will include upgrading the existing aerials by increasing their height and/or gain or providing a non-subscription satellite service which is available from either the BBC and ITV ('Freesat') or 'Sky' for a one-off cost. For the satellite dishes on Porden Road, mitigation will include re-siting the dishes outside of the shadow area or increasing their height.

Appendix B – Site Logistics

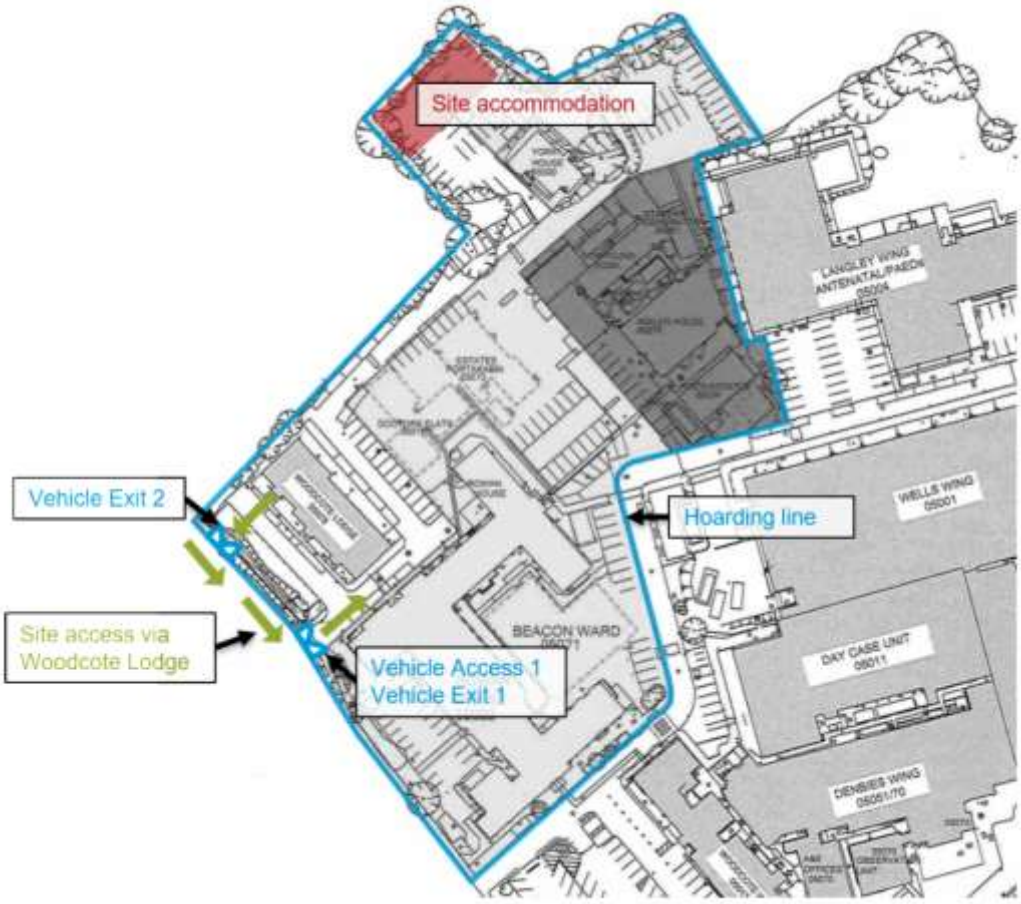


Appendix C – Hoarding Phasing Plan

Up to May 2020



From May 2021



Appendix D – Definitions & Abbreviations

CEMP – Construction Environmental Management Plan - Construction Environmental Management Plan outlines how environmental issues that arise will be handled to ensure compliance with relevant legislation. This Plan will be updated as necessary to reflect any more detailed requirements proposed as part of submissions of details of reserved matters.

Sqm – Square meters – measurement.

m – Meter length - measurement

TMP – Traffic Management Plan-

CDM –Construction (Design and Management) Regulations 2015 (CDM 2015) came into force on 6 April 2015

E&E – Epsom & Ewell Council

Section 61 – Control of Pollution Act Section 61 of the Control of Pollution Act 1974 allows developers and their contractors to apply for permission for noise generating activities during construction. It takes into account the methods of construction that will be used, the hours of work and what the levels of construction noise are likely to be at noise sensitive premises.

HSG 248 – Control of Asbestos Regulation. Guidance covering licensed asbestos removal and the sampling of asbestos-containing materials.

HSG 264 – Control of asbestos. The document is aimed at those conducting Surveys, those who commission surveys and those with specific responsibilities for managing asbestos in accordance with Control of Asbestos Regulations (CAR) 2006.

ARCA - The Asbestos Removal Contractors Association (ARCA) is the UK's leading asbestos removal association, representing the interests of asbestos removal contractors and associated businesses.

ETFE – ETFE stands for Ethylene Tetrafluoroethylene, a transparent polymer that is used instead of glass and plastic in some modern buildings.

Cat B –Category B completes the fit-out to the occupier's / users specific requirements.

UKPN – UK Power Networks the Electricity supplier for this area.

Section 106 – is an act of the United Kingdom Parliament regulating the development of land in England and Wales.

Environmental Policy – The environmental policy is a high-level statement of mission and principles in relation to environmental performance. It creates the framework for setting environmental objectives and targets and is often a public document.

Environmental Plan – The environmental plan is the key document in the environmental management system and sets out the detailed, targets, objectives and procedures that will be adopted in order to achieve the goals set out in the environmental policy

TFL –Transport for London.

Banksman – Banksmen are operatives trained to direct vehicle movement on or around site.

Free Slew – Is an angular movement of a crane boom or crane jib in a horizontal plane turning freely

SMIE - The **SMIE** anti-collision system is a device intended to assist the crane driver against the collision risks between two or more interfering cranes.

CCS – Considerate Contractors Scheme. The Considerate constructors seek to improve the image of the construction industry by striving to promote and achieve best practice under the Code. The Code is in five parts and contains a series of bullet points. Each section of the Code contains an aspirational supporting statement and four bullet points which represent the basic expectations of registration with the Scheme.

Care about Appearance, Respect the Community, **Protect the Environment, Secure everyone's Safety and** Value their Workforce

FORS - Fleet Operator Recognition Scheme (FORS) is an industry-led accreditation scheme that aims to promote road freight as a safe and sustainable mode of transportation in a way that supports economic growth and environmental targets whilst helping to improve our quality of life.

CLOCS - CLOCS brings the construction logistics industry together to revolutionize the management of work related road risk and ensure a road safety culture is embedded across the industry. CLOCS help protect pedestrians, cyclists, motorcyclists and other road users who share the roads with construction vehicles

ISO 17020 – Quality manual, procedures and quality records to aid in the implementation of the ISO 17020 accreditation requirements.

ISO 17025 - Quality Manual Template. The ISO 17025 Quality Kit includes manuals, templates and procedures.

ISO 14001- The ISO 14001 standard is the most important standard within the ISO 14000 series. ISO 14001 specifies the requirements of an environmental management system.

Appendix E – High Level Programme

Project for:

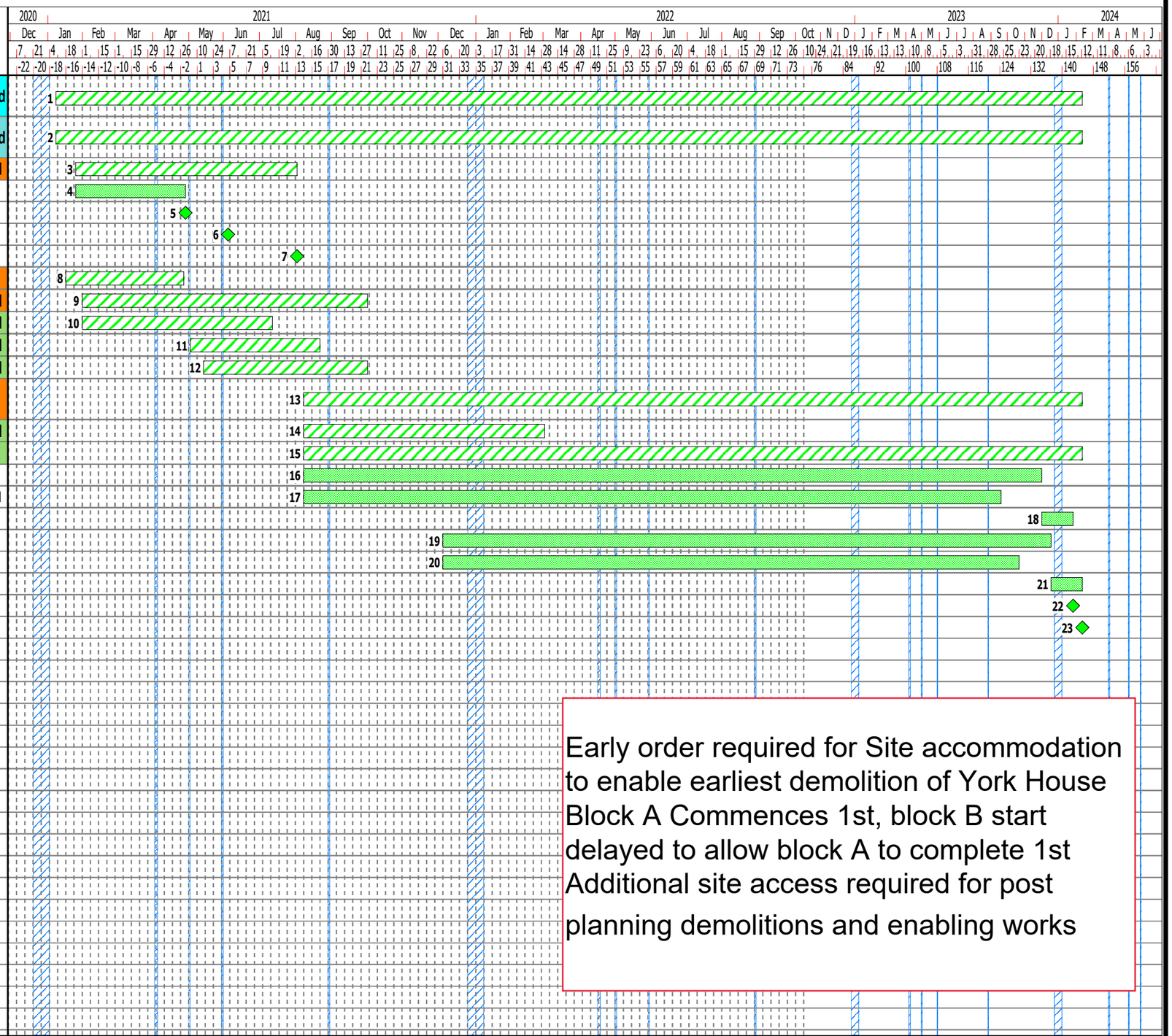
GUILD LIVING

Epsom Guild Living

MORGAN SINDALL

DRAFT Indicative Programmes - Demolition Start Options For New Planning Date of End April 21

Line	Name	Start	Finish	Duration
1	Demolition Start Options 08-12-20 (J) Planning on 28-05-21 Block A start 1st Block B finish after Block A	08/01/21	13/02/24	152w 2d
2	Boiler House Demolition Start Feb 21, Remainder of Demolition Start May 21 (J)	08/01/21	13/02/24	152w 2d
3	Planning	26/01/21	03/08/21	26w 1d
4	Planning Determination Period	26/01/21	28/04/21	13w
5	Planning Committee	29/04/21	29/04/21	
6	Section 106 Agreement in Place	04/06/21	04/06/21	
7	Prestart Conditions All Submited and Discharged	03/08/21	03/08/21	
8	Site Accomodation	18/01/21	28/04/21	14w
9	Enabling Works Including Demolitions	01/02/21	30/09/21	33w 4d
10	Demolition Before Planning	01/02/21	12/07/21	22w 2d
11	Demolition After Planning	04/05/21	20/08/21	15w 3d
12	Construction Mobilisation & Enabling	14/05/21	30/09/21	19w 3d
13	Construction - Indicative subject to review of revised design	09/08/21	13/02/24	123w
14	Piling	09/08/21	01/03/22	27w 1d
15	Construction Including TRA & Terminal Float	09/08/21	12/02/24	123w
16	Block A Construction Including TRA	09/08/21	30/11/23	114w 3d
17	Block A construction Excluding TRA	09/08/21	19/09/23	104w 1d
18	Block A Terminal Float	01/12/23	25/01/24	6w
19	Block B Construction Including TRA	06/12/21	18/12/23	100w 1d
20	Block B construction Excluding TRA	06/12/21	20/10/23	92w
21	Block B Terminal Float	19/12/23	12/02/24	6w
22	Block A Completion	26/01/24	26/01/24	
23	Block B Completion	13/02/24	13/02/24	



Early order required for Site accommodation to enable earliest demolition of York House Block A Commences 1st, block B start delayed to allow block A to complete 1st Additional site access required for post planning demolitions and enabling works

100% Safe

Comment : DRAFT Indicative Programme Demolition Start Options For New Planning Date

Rev Comment : Options J

Prepared by: MW

Approved by: LA

Chart Filter : None

Issue Date : 17/12/2020

Rev Date : 17/12/2020

Prog No : Epsom Guild Living Draft programme

Rev : EGL/IP/17-12-2020

Appendix F – Demolition Method Statement

Guild Living
Demolition Method Statement – Rev 01

GUILD LIVING

Cast

MORGAN SINDALL

Guild Living, Epsom

Demolition Method Statement

Revision 01

1.0 Introduction.

This demolition method statement has been prepared by the demolition specialist Matthews (Sussex) Limited who will be carrying out the works on site at Epsom.

This demolition method statement is to be read in accordance with the Construction Environmental Management plan (CEMP) that has previously been submitted but takes precedence over the demolition elements noted in the CEMP document.

REMEDIATION
EARTHWORKS
TIPPERS
PLANT HIRE
LANDFILL RESTORATION

MATTHEWS DEMOLITION

Design, Demolish, Deliver

DEMOLITION METHOD STATEMENT

FOR

Asbestos removal, Demolition and Site Clearance at Epsom General Hospital, Woodcote Green Road, KT18 7EG

CLIENT

Morgan Sindall Construction & Infrastructure

Matthews (Sussex) Ltd. Stephenson Place, Stephenson Way, Three Bridges, Crawley, West Sussex. RH10 1TL
T: (01293) 617 014 E: md@matthewsgroup.co.uk www.matthewsgroup.co.uk www.matthewsenvironmental.co.uk

Demolition Contractor	Client
Matthews (Sussex) Ltd Stephenson Place Stephenson Way RH10 1TL CRAWLEY Tel: (01293) 617 014 Fax: (01293) 617018 Email: estimator@matthewsgroup.co.uk	Morgan Sindall Construction and Infrastructure limited 10th Floor One Eversholt Street London NW1 2DN

Document Authorisation

Version	Detail	Prepared by – Date	Authorised By - Date	Accepted By-Date
30/10/2019	**Method Statement**	Maurice O'Flynn 27/05/2020	Mark Matthews 27/05/2020	Client Representative Client Position
REV: Original	Approved for Issue- Yes	Signed:	Signed:	

This document is classified as a design document for the works described. Before issue and use it must be signed by the author, and after formal review, by a technically competent reviewer.

Rev	Date	Amendments	By	Approval
Initial Issue	27/05/2020	N/A	M. O' Flynn	M. Matthews

Introduction

This document has been prepared to provide the methodology of the works and a safe system of works in relation to the soft strip, demolition, slab and foundation removal of four brick and concrete built buildings and structures in four Phases formerly known as Rowan House, Woodcote Lodge, York House and the Boiler House and Chimney at Epsom General Hospital, Woodcote Green Road, KT18 7EG.

The scope of works covered within this method overview is to give the reader a description of how we intend to undertake the demolition works.

The buildings are situated across the site, some containing ACM's. All buildings and hard standing are to be demolished.
Much of the site has various types of hard standing with some trees and hedging mainly to the boundary of the site on Woodcote green road and some residential properties at one side of Woodcote lodge.
Matthews (Sussex) Limited will act as a sub-Contractor, carrying out the main body of the works with various subcontractors carrying out ACM removal, Hoarding erection and scaffolding works.
MSL Site Manager will be directly supervising the works as they proceed.

All operatives receive an MSL site safety induction, which is site-specific. Task specific operations will be controlled by MSL at site level with daily briefings and toolbox talks. As part of this, all operatives receive a copy of this Safe System of Work and sign as having read and understood it.

All MSL Managers, Supervisors and Operatives are CCDO trained and hold relevant competency cards.

All MSL operatives have been trained to recognise Asbestos Containing Materials, if any ACM's are discovered in the structure during demolition, work will cease and the Site Manager will be notified. An asbestos surveyor will be called to site and a sample taken for testing.

All MSL demolition site Managers/ Supervisors hold CITB Demolition Supervisor Certificates & CCDO competency cards demolition equivalent to construction industry SMSTS Scheme.

Prior to works commencing all operatives will receive a full Site induction which includes a briefing of the Method Statement, Risk Assessments and Site Specific Information, there will then be a familiarization exercise to ensure operatives understand the Sequence Plan and each element of the works and all associated hazards and risks presented to them during the project.

CONTENTS

SCOPE OF WORKS CHECK SHEET

WORKS SEGREGATION PRIOR TO WORKS

MSL responsible:

MSL will install heras fencing (supplied by MS) to the boundary of the site area to segregate the works from the LIVE residential, carpark, and access road areas next to the site. The fencing shall be braced or supported where necessary against unauthorised access and the effects of adverse weather conditions. Warning signs will be fixed to the fencing and positioned in pertinent positions leading up to the site until the site boundary hoarding has been erected by hoarding specialist contractor.

MSL site manager's signature ..... Date .....

WELFARE

MSL responsible:

MSL will supply suitable welfare facilities complaint with CDM 2015 and Workplace (Health, Safety and Welfare) Regulations 1992 for the ACM removal, hoarding erection, scaffold erect, and the soft strip phase of Rowan House or until York House has been utilised into the new project welfare (by the client)

MSL site manager's signature ..... Date .....

ASBESTOS PRESENT

Licensed: Licensed Asbestos removal will be undertaken by a fully licensed subcontractor. (TBC) all in line with the 'Control of Asbestos Regulations 2012' (CAR2012). These works were covered under separate method statement on award of the contract.

Non-Licensed: Where present - Will be removed by MSL in line with the 'Control of Asbestos Regulations 2012' (CAR2012).

MSL site manager's signature ..... Date .....

DEMOLITION

Demolition of all existing buildings, hard standing and footings Epsom General Hospital, Woodcote Green Road, KT18 7EG

MSL site manager's signature ..... Date .....

FINISHES AND ADDITIONAL NOTES

On completion of all works, the site will be left safe, clean and tidy then handed over to the client.

MSL site manager's signature ..... Date .....

Project Start Date: 1 June 2020
Programme Duration: **42** Weeks
Working Hours: Mon – Fri / 08.00 to 18.00
Access / Egress: Woodcote Green Road
Delivery times: 08.00 to 17.00

Once the demolition programme has been finalised identifying key dates and durations which may impact local stakeholders, it will need to be monitored and reviewed on a regular basis.
MSL are proposing to issue in addition to the project programme a weekly look ahead programme which will identify works to be undertaken and flag up potential issues.

The look ahead programme will be overlaid onto the project programme to identify any delay/concerns at an early stage to enable MSL / Project team to resolve any programme issues. We will provide a progress achieved project programme in advance of the scheduled site progress meetings and this will demonstrate progress against programme and provide reasons/solutions should there be any delay.

If there is a potential delay due to genuine unforeseen circumstances on site then MSL and the Client team will need to agree possible acceleration to achieve the programme end date or alternatively if the delay cannot be absorbed a revised project programme.

The Contracts Manager visits sites several times a week, this enable MSL to make timely decisions regarding programme matters.

At the scheduled progress meeting for the works the project programme will be reviewed in detail. MSL will review and consider any changes to see if they directly impact upon our works. It will then need to be considered if the changes will affect our works durations and if so the most efficient way of integrating the change into the existing programme with no delay or if it cannot be accommodated to achieve the contract end date. The most practical way of minimising the overall delay whilst optimising safety excellence.

2. Sequence and scope of Works (Overview)

. Site set-up including welfare
. Asbestos removal
. Services isolations
. Temporary services (TBC)
. Set up Noise, dust and vibration monitoring
. Soft strip
. Erection of hoarding
. Scaffolding
. Structural Demolition
. Slab and foundation removal
. Site clearance

3. Training and Personnel Details/ Site Contact

Managing Director: Mark Matthews
Tel: 07850 906 201
Email: mark.matthews@matthewsgroup.co.uk

Senior Contracts Manager: Ian Peermamode
Email: ian.peermamode@matthewsgroup.co.uk
Tel: 07880 358578

Site Manager/Supervisor: Wayne Foley
Email: wayne.foley@matthewsgroup.co.uk
Tel: 07789 720982

Commercial Manager; Maurice O' Flynn
Email: estimator@matthewsgroup.co.uk
Tel: 07771 783227

Maximum number of personnel on site: 12
Site Manager - 1. No
Site supervisor – 1. No
Plant operators - 2. No
General Operatives – 8. No

All operatives receive a Matthews (Sussex) Ltd site safety induction, which is site-specific for work on this project. Task specific operations will be controlled at site level with daily briefings and toolbox talks. As part of this, all operatives receive a copy of this Safe System of Work and sign as having read and understood it. All site operatives and visitors will undertake an MSL site induction toolbox talk on COVID-19 and guidelines. They will have their temperature taken and checked ensuring they are below the government guidelines on symptoms. Social distancing will be observed on this project were always practically physically possible. **(Please see accompanying MSL Covid-19 Policy)**

All MSL Managers, Supervisors and Operatives are CCDO trained and hold relevant competency cards.

All MSL operatives have been trained to recognise Asbestos Containing Materials, if any ACM's are discovered in the structure during demolition, aside from those identified in the R&D Survey, work will cease, and the Site Manager will be notified. An asbestos surveyor will be called to site and a sample taken for testing.

All MSL demolition site Managers/ Supervisors hold CITB Demolition Supervisor Certificates & CCDO competency cards demolition equivalent to construction industry SMSTS Scheme.

4. P.P.E

5- Point PPE to be worn at all times

The following personal protective equipment will be provided as a minimum requirement, all operatives will be issued with the following during the site induction along with details on the correct use.

▪ Hard hat BS EN 397	▪ Safety Footwear BS EN 345
▪ Gloves BS EN 388	▪ Hi-Vis Clothing BS EN 471
▪ Eye Protection BS EN 166	

The following Personal protective equipment will be issued and will be worn when deemed necessary.

Face/nose masks with appropriate filter (FFP3) Ear Defenders Wet weather clothing Eye protection Additional Eye Protection (goggles)	Full body harness Leather Gauntlets Flame Retardant Coveralls Gloves

MSL site manager's signature ..... Date .....

5. Project Considerations / Information

5.1 Existing drawings and relevant information to be provided and investigations will be carried out by Matthews (Sussex) Ltd Structural Engineer.

- Original construction drawings, if available, that identify the structural form of the building.
- Details of the nature of the frame, including special forms of construction –e.g. cantilevered elements, pre-stressed, pre/post tension elements, type of roof and other structural systems.
- How structural stability is maintained - e.g. shear walls, braced bays, shear cores.
- Structural defects or major alterations / additions to original construction
- Services information- e.g. Underground cables, overhead lines, meters, gas mains, fuel lines, telecommunications, radio & TV, ancillary equipment and transformer rooms.
- Previous use e.g.- existing hazards, ordnance, contamination, voids, cellars, culverts, underpasses, equipment decommissioning and asbestos -(asbestos removal)
- Environmental issues e.g. - specific environmental requirements, watercourses, ecology, protection of flora and fauna, noise, waste disposal, adjoining / adjacent properties, archaeological.

6. Assessment of Existing Services

All disconnections and diversions to be carried out by others prior to MSL soft strip and demolition works commencing. Before commencing Matthews (Sussex) Ltd will ensure that all the services have been isolated, protected and made safe and that there is a 'Certificate of Isolation' for isolations produced and issued by to the client.

Works will be strictly controlled by a 'Permit to Work' system whereby work will be carried out in conjunction with services plans. If / where services are to remain 'Live' provisions will be made for protection to ensure no cable strike during the works.

7. Structural Survey /Temporary Works

Dilapidation survey of adjacent and adjoining properties and assets will be undertaken prior to works commencing.

Where required, structural and design works will be undertaken by a suitably qualified and experienced engineer and or experienced temporary works engineer.

- Form of construction
- Existing condition
- Loadings capacity
- Propping arrangements / design
- Confirmation of sizes of structural elements
- Structural Integrity; Party wall, structural support, prevention of unplanned collapse

7.1 Required temporary (works are as follows)

- Hoarding
- Scaffolding
- Heras fencing
- Signage

7.1 Temporary Works

All temporary works will be installed in accordance with Matthews (Sussex) Ltd 'Temporary Works Procedures' and will be designed and / or engineered solutions which will be installed in accordance with **Code of Practice -BS5975: 2008**
However, it is not envisaged that any temporary works, apart from temporary Heras fencing, Hoarding, and Scaffolding will be required on this project.

8. Plant and Equipment

8.1 Small Tools

A percentage of the soft-strip and demolition activities, will be facilitated by operatives using small hand-held 110v power tools or petrol tools such as reciprocating saws, disc cutters and burning plant for hot cutting and processing steel elements of the structures. All petrol powered equipment will be rested on drip trays when not in use. Hand tools will include but not be limited to, sledge hammers, mattocks, pinch bars, shovels, etc. Advance Hand-rail Mobile towers or podium steps will also be utilised in order to access elements at height during the works. All Matthews (Sussex) Ltd operatives will be trained and certificated in the use of this equipment.

8.2 Heavy Plant

Excavators up to 45 tonnes, fitted with hydraulic attachments will be used for the progressive demolition activities, supporting plant will be used to clear demolition arising's. Demolition plant will be only operated by CPCS/CCDO trained, demolition experienced and competent person/s.

Demolition of the main structures will be carried out by 45 tonne, 30 tonne and 21 tonne Excavators. A range of hydraulic attachments will be utilised to perform these tasks in the most safe and efficient manner.
Demolition plant will be only operated by CPCS/CCDO trained, demolition experienced and competent person/s.

For safety and security reasons all heavy plant ignition keys are to be attached to a bungee line to ensure the operator removes it each time he finishes operating and disembarks from the machine.

Daily plant inspections will be carried out and recorded in the **CDM 2015, LOLER 1998 or PUWER 1998** registers accordingly. Applicable 12 monthly statutory certificates for all plant will be available on site.

9. Traffic management /Site Vehicle Control/ Access & Egress from site.

Management of vehicles on site will be in accordance with **HSG144** and **INDG199**, observing that all site plant/vehicles are controlled by a trained banksman.

A Traffic Management Plan will be produced by MSL for each phase of the project as traffic routes may change, detailing all temporary traffic management systems and vehicle limitations and access/egress.
Upon entry to site all operatives and visitors are required to sign-in upon arrival and sign-out when leaving to ensure all persons can be accounted for in the event of an emergency. The signing-in book will be located at a security gate.
All vehicles accessing site will do so, strictly adhering to a Traffic Management System. The main site gates will be locked at all times. Communication will be maintained between site manager and all drivers entering site to ensure 'stacking' of vehicles does not occur on any surrounding roads.
Relevant signage will be displayed upon approach and concealed entrance of the site informing the public and demolition vehicles of the activities and restrictions.

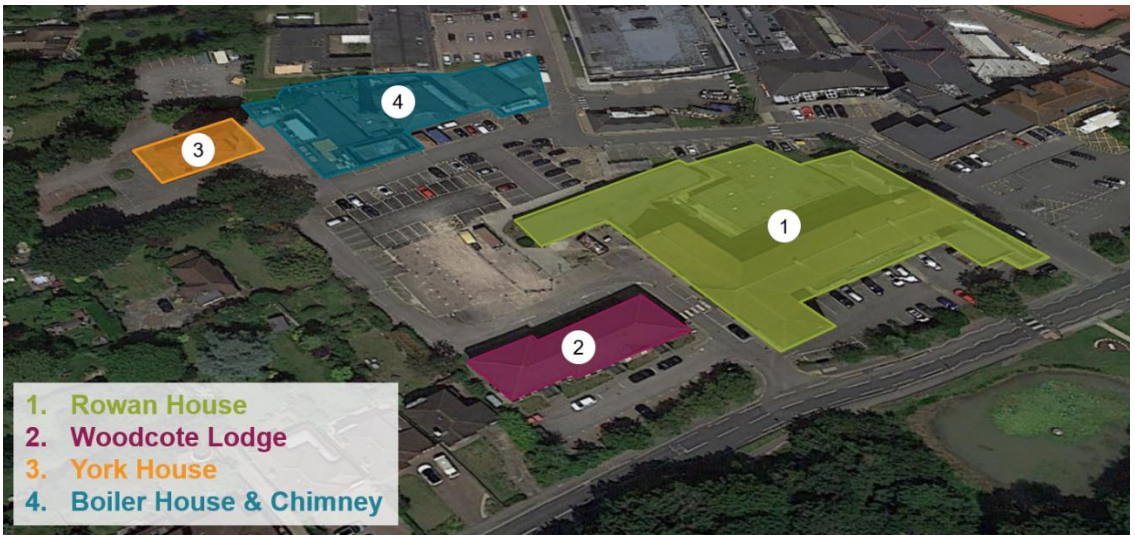
10. Deliveries, unloading and storage of materials

- Vehicles will access site only by routes detailed within a Traffic Management Plan.
- All vehicles must enter and leave site under direction of the trained Banksman.
- All demolition / delivery vehicles to access and egress the site by the designated site gates.
- Tools and equipment will be unloaded and stored in a locked container at all times.
- Fuel deliveries will be planned and upon arrival directed to a lockable bunded bowser for refuelling.
- Unloading of equipment and materials will be controlled and in accordance with the **Manual Handling Operations Regulations 1992.**
- A Banksman will inspect all vehicles on leaving site and if required will clean off the wheels with a hose, shovel and broom, no debris will be allowed to contaminate the public highway. A trained Banksman will control all movements of vehicles and ensure pedestrians / general public take priority.

11. Limits and Location

The project is situated at:

Epsom General Hospital, Woodcote Green Road KT18 7EG
The project consists of 4 phases, please see below diagram with colour indications for each site.



Phase 1

Rowan House

The site is surrounded on 4 sides by mainly NHS properties. On 1 side and at the back of Rowan house is a live-in use Public carpark and a public road (Woodcote Green Road) at the front of project. It is a 3-story brick and concrete built structure with brick and stud partition walls that sit on concrete and wooden floors it consists of 3 wings/elevations, Central, West and East elevations.

Phase 2

Woodcote Lodge

The site is situated next to Rowan house. It has a car park at the front of the building and back of the building and has 2 residential houses to the left of the site. At the front of the building is Woodcote green road. This is a 2-story brick and concrete built structure consisting of concrete floors brick and stud work walls with steel and timber framed roof structure.

Phase 3

York House

The site sits at the back of the project and is a lone standing brick and wood-built house building near the boiler house and chimney (phase 4) of the project. It has ground floor and 1st floor and is surrounded by staff and public carparks on all 4 sides, on 1 side there is NHS buildings with the boiler house and chimney on the other. There are a variety of trees, bushes and vegetation around this site. This building will become the project welfare once renovations are completed

Phase 4

Boiler House and Chimney

The site sits at the back of the project next to York house and has similar surroundings on three sides with carparks, trees and vegetation at the front of the site. In proximity is a main live in use NHS building, great care and attention to detail will be taken during this phase of works. The boiler house is a predominately brick-built structure. It has a steel framed roof structure with tin sheeting and windows. The chimney is a brick-built structure that stand approximately 30 meters high. This phase of demolition will be carried out using handheld tools until the chimney is reduced by 15 meters

Care will be taken to alert the Client, Hospital and general public before any work commences on site on all four phases of the project relaying information to the public via signage, barriers along with the utilization of traffic marshals, and banksmen and addressing any issues or concerns they may arise.

We will have a full-time community liaison person available and able to address any issues throughout and during all phases of demolition works and the project. This will be via our Site Manager and Snr Contracts manager.
The live carparks, Woodcote Green Road or NHS buildings do not pose a significant obstacles or challenges to our works due to the MSL methodology that will be implemented and executed to deliver the project along with the change of parking systems and access and egress to and within the project as the phases progress. They are a safe distance and are far enough away from all activities and works to be carried on this project.

12. Welfare Provision

Welfare will be provided by MSL for the ACMs removal, Hoarding and scaffolding erection and soft strip stage of Rowan House.

The area to the South West of the site, to the left of the Site entrance, low level of Rowan House will be initially cleared to accommodate a number of cabins, incorporating a site office, male and female toilets, staff canteen, drying room, and stores. The welfare area will be relocated into **York House** once it has been vacated, with all identified ACMs removed and it has been converted to the project full time welfare facilities by others.
Facilities will be set-up in accordance with number of the anticipated workforce on site incorporating and adhering to the latest government **COVID-19** guidelines.
Construction (Design and Management) Regulations 2015 and incorporate the **Smoke-free (Premises and Enforcement) Regulations 2006.**

12.1 First Aid and A&E

MSL Qualified First Aider; **Wayne Foley, 07789 720980**

First Aid 20-man first aid box will be provided for this project. The first aid box will be located in the project office. As a minimum, one first aider will be provided for this project.

An accident book BI510 will also be retained on site. The accident book will be data protection compliant. All personnel / sensitive information will be securely locked within a filing cabinet.

The following information will be issued at induction and will be displayed on the site notice board:
The nearest hospital with an A&E unit is located approximately 0.1 miles from the project.
Map showing routes, address details and emergency contact number shown below.

Epsom Hospital Emergency Department

3.9 ★★★★☆ (7)

Emergency department

Directions Save Nearby Send to your phone Share

Epsom Hospital, Dorking Rd, Epsom KT18 7EG

Located in: Epsom General Hospital

8PGH+23 Epsom

epsom-sthelier.nhs.uk

01372 735735

Open now: Open 24 hours

Claim this business

13. COSHH

Any works that may involve the use or handling of COSHH substances will be carried out in accordance with the **COSSH Regulations 2009**.

Any identified hazardous materials, Liquids or gases will be stored in an appropriate locked enclosure. Designated areas will be installed with appropriate signage to warn of the nature of the substance and its use. Waste items will be stored securely until they can be disposed to the appropriate waste facility.

14. Security and Signage

The site will be secured with double clipped and supported heras fencing to provide an exclusion zone within which demolition operations can be carried out safely.

All persons wishing to enter the work area will report to the Site Manager for clearance, all site rules and a brief site induction will be undertaken. Records will be kept of all persons attending site (visitors, deliveries and work personal). Regular inspections of the perimeter will be made with records of inspection kept on site.

Signage will be installed on to the fencing to warn the Station staff and operatives of the nature of the site work and details of site contacts. Details of specific site safety rules will be displayed at all entrance points. Any specific Hazards or Dangers will be clearly identified and relevant signage displayed. In addition, signage will be installed within the site displaying information such as: Demolition Drop Zones etc. All signage displayed will be in accordance with **The Health and Safety (Safety Signs and Signals) Regulations 1996.**

15. Working at Height

All work at height will be carried out strictly in accordance with the **Working at height Regulations 2005**
All operatives will be competent and have current Work at Height training.

Anticipated work at height operations are:

- Working from advance Hand-rail Tower and Podium steps
- Scaffolding
- Footing and basement removal

16. Hand Arm Vibration / Whole Body Vibration

All operations which have the potential to cause HAV or WBV will be strictly controlled and carried out in accordance with the **Control of Vibration at Work regulations 2005.**

Exposure levels will be monitored, recorded and logged in personnel (Occupational Health) files to ensure no operative exceeds the maximum vibration value. Consideration will be given of the type of tool for the job to ensure the risk is minimised.

Specific Toolbox Talks will be carried out to ensure operatives are fully aware of the dangers associated with HAV and WBV.

17. Environmental Considerations

The work will include the implementation of Best Practical Means in accordance with **BS 5228:** Part 1 and as good practice the procedures as set out in ''the control of dust emissions from construction and demolition'' Guidance, while also being compliant with **BS6187 code of practice for demolition and refurbishment**.

Environmental incidents / complaints will be reported immediately to the relevant organisations and the appropriate measures to deal with any such incident will be implemented. All operations will be carried out in accordance with the **Environmental Protection Act 1990** and the **Pollution Prevention Guidelines (PPG 6)**

17.1 Control of Air Pollution

Any plant, machinery and vehicles will be switched off when not in use, this minimizes unnecessary air pollution, in addition plant will be of most modern type with upward pointing exhausts.

Demolition will be carried out with a suitable dust suppression system installed with a water supply gained from a local source. Water is carried via fire water hoses and is discharged as a spray directly onto and around the area being demolished, both prior to and during.

Dust suppression as detailed above, will also be discharged periodically on internal site roads and operatives will ensure all areas are kept clean as required to prevent them from becoming dry and have the possibility of emitting dust.

We will ensure that all waste carrying vehicles are sheeted before leaving site and that damping down measures as detailed above are also deployed at the processing stage, this will ensure that dust emissions are minimized during this process.

Site management will visually monitor levels of dust emissions from the demolition face, while not anticipated with the above control measures in place, works will cease, and our method amended should levels become uncontrolled.
Demolition works to be carried out as far as reasonably practicable in line with the mitigation measures as detailed in 'The control of dust and emissions from construction and demolition; Guidance'. As well as in accordance with 'BS6187; Code of practice for demolition and partial demolition'

There will be NO burning on site.

17.2 Control of Possible Ground Contamination

The availability of spill kits on site, training in the transfer of fuel and the positioning of drip trays beneath static machinery, positioning of fuel tanks in relation to potential contamination pathways, these controls will contain any spillages or possible fuel/ hydraulic oil leaks from plant and equipment.

In order to reduce the risk of possible ground contamination plant, machinery and vehicles are to be well maintained to prevent leaks.

To prevent any ground contamination from any possible leakages, ensure that substances are stored in a secured bunded area with spill kits made available locally to substances.

17.3 Control of Possible Watercourse Contamination

Work will be carried out in accordance with

- The availability of spill kits on site, training in the transfer of fuel and the positioning of drip trays beneath static machinery, these controls will contain any spillages or possible fuel/ hydraulic oil leaks from plant and equipment.
- In order to reduce the risk of possible watercourse (Surface Water to Sewer) contamination, all plant, machinery and vehicles are to be well maintained to prevent leaks.
- To prevent any watercourse (Surface Water to Sewer) contamination all works in close proximity to drainage will be controlled and drain covers protected. Should any fuels, oils or chemicals enter the watercourse as a result of the demolition operations the Matthews (Sussex) Ltd site management team will contact the EA to inform them of the incident. The EA incident Hotline number is (0800 80 70 60).
- All refuelling of plant or changes of attachment will be undertaken in a designated refuelling compound. Refuelling of Plant and Equipment will be undertaken in the designated area. Fuel oil will be stored in double bunded tank, their location will consider features such as drain systems and or water courses. To ensure in the event of catastrophic failure, released liquids will be contained locally. Spill kits will be maintained in close proximity to fuel storage and refuelling areas. The double bunded tank will be placed on a raised platform to ensure the tank is more visible and further protects the tank from the tracks of the large machines.
- All plant will be refuelled within this dedicated area only. Operatives are trained on the safe procedure for refuelling including emergency procedures for dealing with spillages. Every effort will be made to prevent fuel spillages by using drip trays and having spill kits available etc.

17.4 Control of Noise and Vibration

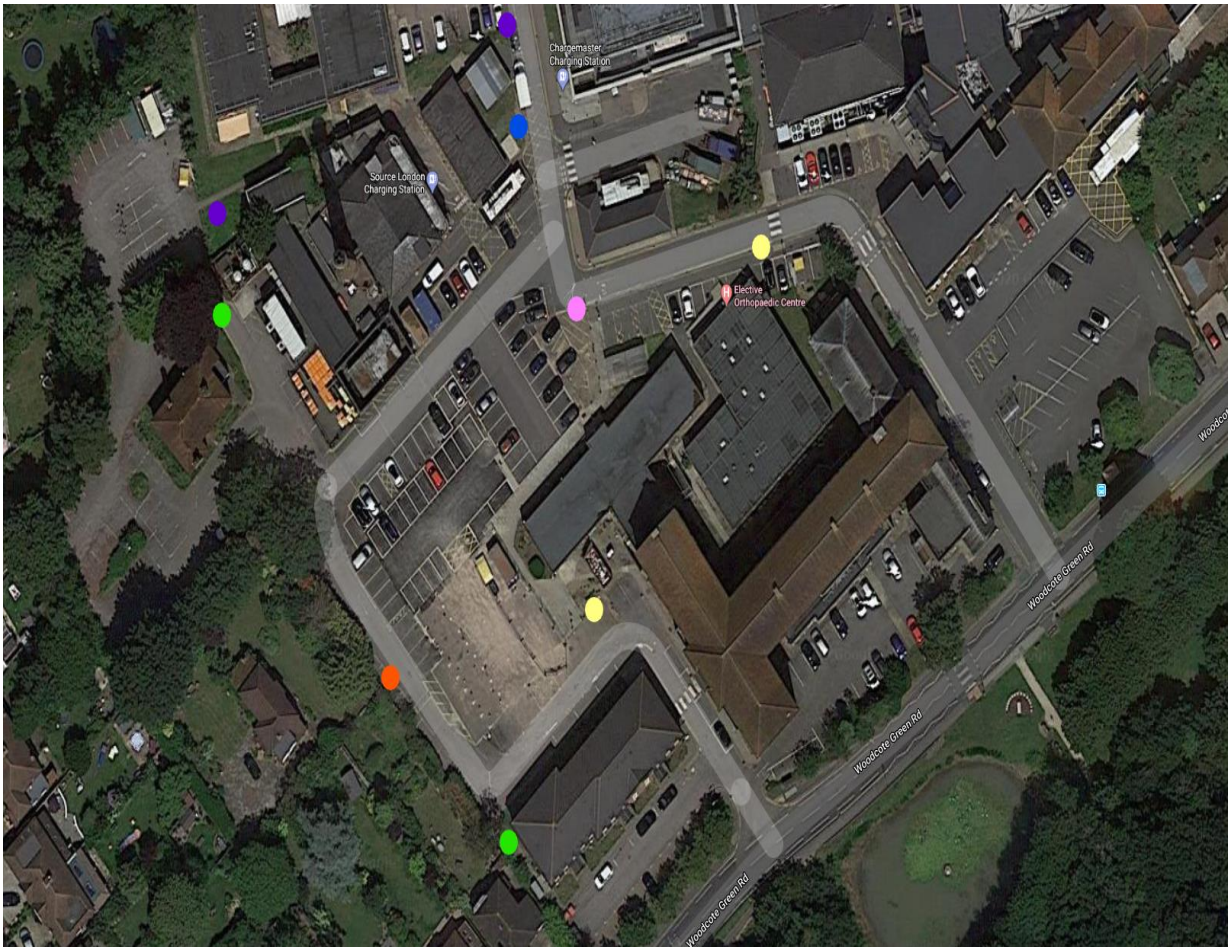
- The use of the most modern silenced plant available in the industry for the task will be used to reduce the level of N & V emissions from machinery as far as reasonably practicable. The use of hydraulic breaker attachment will be minimised and used only where absolutely necessary.
- Where possible, during the demolition of concrete elements, an excavator with Hydraulic pulveriser attachment will be utilised. This is emits only a limited level of N&V as it is not percussive. MSL will endeavour to operate in a limited time frame to reduce impact on residents and Station staff.
- Noisy works will be limited to the approved working hours as detailed above; this will include the collection/delivery of equipment.
- The mitigation of N&V is difficult during demolition, techniques will be used as detailed in our method to minimise the dropping from height and the handling of metal elements, these being progressively reduced with the structure. All demolition activities will be carried out in accordance with 'BS6187; Code of practice for demolition and partial demolition'.
- Where hearing protection zones are designated on site, compulsory wearing of inner or over ear hearing protection will be enforced, with zones denoted by displayed warning notices.
- Where further control measures are required, electronic monitoring can be set up at key locations to monitor the NDV emissions, this will enable the Site Manager to gauge the extent of any environmental effects of the operation and make changes where required
-

Best Practicable Means (BPM) will be used in controlling dust emissions, in accordance with the Best Practice Guidance by the GLA 2006 for The Control of Dust and Emissions from Construction and Demolition. Best Practicable Means (BPM) will be used to minimise noise, including low vibration methods and silenced equipment and machinery, in accordance with the Approved Codes of Practice of BS5228:2009 for noise and vibration control on construction and open sites. To give us a true baseline reading for noise, dust and vibration. We believe that given the demolition strategy vibration will not become an environmental nuisance. All roads/footpaths to and from the work area will be kept free of dust, mud and debris at all times. Demolition transportation vehicles will have due regard to site conditions.

17.5 Vibration, Noise and Dust Monitoring

It is proposed to monitor vibration, noise and dust levels throughout the project, particularly during structural demolition of the buildings, foundations and hardstanding.
The proposed location of the monitors for all phases are shown indicatively on the illustrations below.

Parameters for noise and vibration will be agreed with the client and indicative base line readings will be taken during the quiet times of site set up. These parameters will be set on the monitors and will alert us when these parameters are close to or being exceeded.
This will allow us to plan the work and put in place any mitigation measures required to stay within the parameters.



DNV monitors Phase 1

Dust; **PINK**. Noise and Vibration; **Yellow**

Phase 2

Dust; Orange

N&V; Green

Phase 3 & 4

Dust; **Blue**

N&V; Purple

Noise Monitoring Equipment; Sonitus EM2030 Class 1 Meter

Vibration Monitoring Equipment; Avatrace M80 Class 1 Meter

Dust Monitoring Equipment; DustScan Dust Disc B

All equipment is physical on site with data sent to a cloud based system.

Alerts are issued to any relevant stakeholders if limits are close to or have been exceeded.

Alerts are issued via mobile text message and email.

Continual Liaison

It is imperative that the project manager maintains liaison with the client's representatives and professional team. This is to enable a free two way flow of information regarding the safe and environmentally sound delivery of the project works, by well-informed personnel using health promoting risk assessed methods.
During all of our projects MSL try to be a good considerate neighbour for the life span of the works.

18. Permits to Work

Many high risk activities will require a permit to work. Systems will be enforced and adhered to for operations such as: Working at Height, Hot Works, Breaking Ground, Confined Space and Demolition. All operations will be planned and reviewed by the Matthews (Sussex) Ltd Management team and permits system enforced prior to a task being undertaken where required.

19. Asbestos / Hazardous Materials

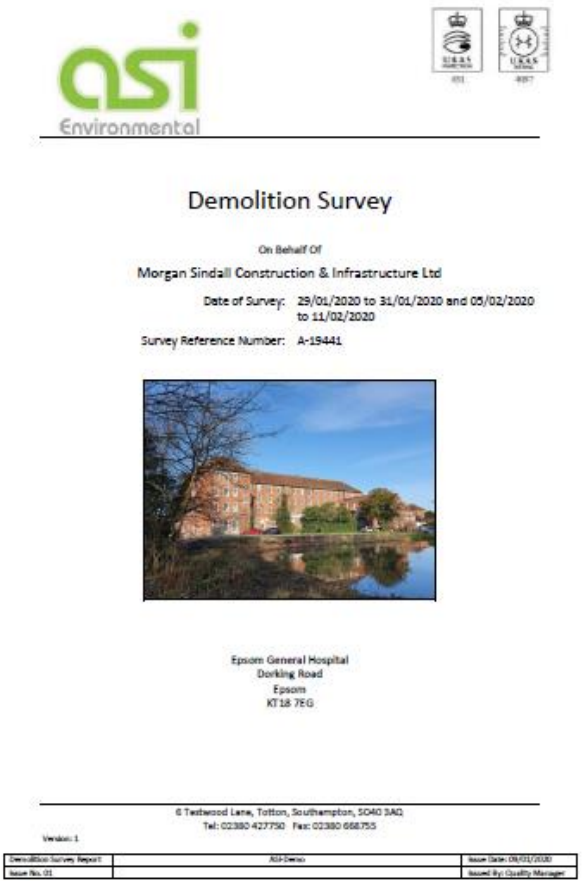
Procedures overview

A refurbishment and demolition asbestos survey has been undertaken prior to MSL taking possession of site. Please see R&D Survey carried out by ASI Environmental Ref: A-19441.
All asbestos containing materials will be removed in accordance with the CAR regulations.

When all asbestos containing materials have been removed, a final visual inspection has been undertaken by the site manager and the licenced asbestos contractor to confirm that there is no previously identified asbestos material left in the buildings and clean certificates issued.

20. Surveys

ASI Environmental
Refurbishment and Demolition Survey Ref: A-19441



asi Environmental

Demolition Survey

On Behalf Of

Morgan Sindall Construction & Infrastructure Ltd

Date of Survey: 29/01/2020 to 31/01/2020 and 05/02/2020 to 11/02/2020

Survey Reference Number: A-19441

Epsom General Hospital
Dorking Road
Epsom
KT18 7EG

6 Testwood Lane, Totton, Southampton, SO40 3AQ
Tel: 02380 427750 Fax: 02380 668755

Version: 1

Demolition Survey Report	ASI Demo	Issue Date: 09/02/2020
Issue No. 01		Issued By: Quality Manager

21. Method of Work

All works to be carried out in accordance with **BS 6187: 2011 code of practice** for full or partial demolition.

21.1 Induction, Briefing and Consultation

Prior to works commencing all operatives will receive a full Site induction which includes a briefing of the Method Statement, Risk Assessments and Site Specific Information, COVID-19, there will then be a familiarization exercise to ensure operatives understand the Sequence Plan and each element of the works and all associated hazards and risks presented to them during the project.

21.2 Site Set up

Hoarding and Heras fencing

A site boundary 2.4-meter hoarding will be erected on and around each phase of the project to clearly mark and identify the site boundary colour TBC , it will display plenty of signage and information warning of all hazards, works being undertaken and contact information with procedures.

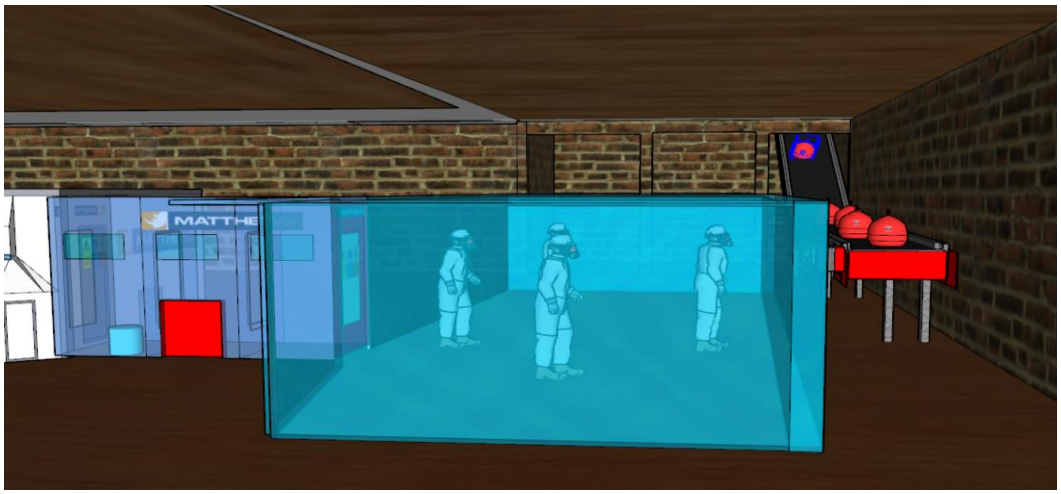
This will consist of a 2.4-meter-high timber hoarding on a kentledge block system clearly highlighted (colour TBC) with client. It will be a form temporary works; it will be recorded in the temporary works register and inspected daily. It will be designed and built by a specialist hoarding contractor.
Heras fencing will be erected to temporarily mark out and indicate the site boundary until the hoarding has been fully erected and installed.

Demolition signs will be erected to the fencing around the demolition zones, informing all persons of the works being carried out (Danger Keep Out etc.) along with emergency contact numbers for key personnel employed by Matthews Sussex Ltd. All vehicles entering and leaving the site will do so via the existing access on Thornton Side. All vehicles will report to the MSL site manager prior to entering the site. All vehicles reversing onto site / off-loading will have banksman guiding them at all times. All employees and visitors will sign the daily register prior to entering and on leaving the site on a daily basis. At the end of each working day the demolition zone will be fully secured, and plant demobilised.

21.3 Licensed Asbestos removal

Notifiable licensed asbestos products identified within the R&D survey (if any), will be removed under a separate SSOW by a fully licensed removal contractor under controlled conditions using qualified asbestos removal operatives.

Note: Before any asbestos removal works are carried out (Licensed or Non-Licensed); each location is to be identified and marked as NNLW (Yellow) or LW (Red) as per the R&D survey.



21.4 Non-Licensed asbestos removal

All Non- Notifiable All ACM identified in the R&D Survey will be removed by CAT B trained operatives under supervision and under controlled conditions. Full proprietary PPE will be worn by operatives and the supervisor at all times during this activity.

All ACM will be double bagged and sealed with tape and be placed in proprietary skips, ready for removal from site. All ACM will be removed from site and disposed of at a licensed waste facility. Adequate exclusion zones, transit routes and signage are to be put in place.

Access to work areas will be varied. Where there is a need for working at height (WAH); operatives shall be trained and competent to do so. Transit routes are to be kept clear at all times.

Where there is a requirement for works to be carried out from scaffolding or a Cherry-picker, there shall be an IPAF trained operative to operate the plant. A daily inspection sheet is to be completed by the operator prior to works commencing. All operatives shall full body full arrest systems (Harnesses, lanyards, Etc) and will clipped on at all times while working at height on this project. A daily Harness and full arrest system inspection will be completed each day before each use.

Site Sweep for Sharps

A visual sweep of the site will be undertaken. Should any sharps be identified, they will be clearly marked with line marking paint and a specialist contractor will be employed to pick and remove them from site.

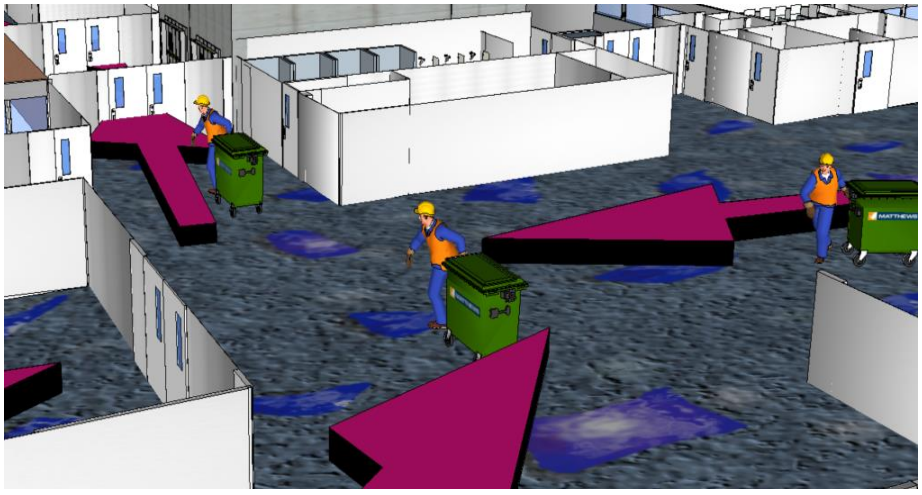
21.5 Soft Strip & Removal of loose waste from the buildings

The buildings will be soft stripped in advance of the demolition. This will include removing all loose fixtures and fittings, partition walls, floor coverings, M & E, and windows. These will be segregated in to dedicated waste streams and were logged in the site waste management plan.

Prior to any demolition work commencing, the buildings will be checked for any unidentified services which may be present, by trained competent persons. The Site Manager holds training for Cat and Genny.

Initially works will be carried out manually by approximately 4 no. gang of operatives, removing all loose materials and fittings, doors, carpets etc. These will be loaded in bins outside the building and removed when full. All operatives will be aware of the possibility of unidentified asbestos products within the building fabric, operatives will vigilantly check the materials discovered during their strip out works and will Stop Work Immediately if they suspect a material to contain asbestos and report it to the Site Manager.

Using hand–held tools, operatives will progressively break down and remove all non-structural elements of the building's fabric, these will be processed and sorted into waste streams which will then be loaded into bins and removed from site.



Note: This method is the most efficient and safe way to remove materials from the building and helps to reduce Manual Handling and Slips, Trips and Falls. Once all materials are stripped and removed the building will be inspected and certified as 'Demolition Ready' by the Site Manager.

A dedicated waste segregation zone will be established to allow Matthews (Sussex) Limited to achieve a recycling rate of 95% +.

Access /Egress points within the structures will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.

Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using handheld non-mechanical tools such as lever bars and sledgehammers.

Glazing will not be removed during the soft strip phase of the demolition. To reduce risks glazing will be removed during the demolition of the structure. This will be carried out during the de-construction works.

The material is reduced to manageable sizes. Waste is cleared from the exclusion zone at ground level and loaded into skips.

As part of the soft strip works, all refrigerators and A/C units will be de-gassed by a specialist contractor.

HOLD POINT

The demolition supervisor will ensure that all operatives carrying out the soft strip are at all times working in a safe manner and that all waste is properly segregated, placed in designated skips and disposed of site to licensed tip facilities.

MSL Site Manager

Signature.....

Date.....

21.4 Enabling Works

Scaffold erection

All scaffolding works will be designed and carried out by a specialist scaffolding contractor.
Contractor to issue own RAMS for review by MSL/Client.

Hoarding erection

All hoarding works will be on a kentledge block system will be designed and carried out by a specialist hoarding contractor.
Contractor to issue own RAMS for MSL/Client to review

Hoarding location (TBC)

22 Demolition of the buildings Overview

This element of the demolition consists of the outline methodology that will be used to give a general idea of how the main structural demolition works to the buildings will be undertaken. The intricate details of the demolition and removal of the remaining roof structures, brick walls and foundations etc, will be conveyed to the site team within these RAMS and during daily task briefings every morning given by the MSL site manager.

The structures have been prepared, soft stripped, cleared and cleaned of all ACMs and are now ready for full structural demolition

Where required and necessary a scaffold protection screen is to be erected for demolition works segregation, safety, protection of public and site personnel

All trees and vegetation to be removed prior to any structural demolition works being carried out.

Where required all required permits for road/pavement occupations shall be in place by others prior to the commencement of works

A 45-ton high reach excavator and A 30-ton excavator plant will be utilised to reduce the brick and concrete structures down to ground level and processed ready for crushing on site and re-use.

All crushed material to remain on site and to be tested to qualify and be certified to 6F2 grade.

1. Confirmation that the buildings have been checked for unauthorised personnel prior to the commencement of the demolition and that the building will remain secure throughout the demolition process.

MSL Site Manager

Signature.....

Date.....

Structural Demolition

All works are carried out in compliance with **'BS6187:2011 Code of practice for demolition'**.

Rowan House structural demolition.

Using a 45-tonne high reach excavator the structural demolition on Rowan house will start on the far East corner of the building. The excavator will sit at the front of the building on the Woodcote Green roadside of the site facing the east elevation. This structure will be demolished and removed using a step-down demolition technique (creating what looks like a set of steps) This will allow and keep the safety, stability and integrity of the structure during the demolition phase.
With the varactor attachment the High reach excavator will start to remove the roof structure for the building lowering all roof beams and joist down to ground level into the processing segregation area/zone.
Progressively reducing the height, this will be executed by sequentially removing structural elements from the roof, down to ground level. All structures will be progressively demolished allowing the arising's to fall to the ground below. Here, arisings will be periodically cleared by a 21-tonne excavator to ensure there is a clear unobstructed working area for the excavator to continue. This will be controlled by the supervisor and communicated to all operatives via 2-way radios.

Waste segregations zones and processing zones will be set up on south east of the site during the structural demolition of the East elevation of Rowan house. They will be barriered off with hears fencing clearly highlighted and plenty of signage highlighting all warnings and risks. These areas will be managed by the processing team supervisor.
Traffic marshals and banksmen will always be used for all plant and vehicle movements. They will be located on Woodcote green road and along the North east and the East side of the site near the carpark area during this phase. They will then be positioned on the West corner near Woodcote lodge and west elevation side of the site when the demolition commences on the west side of the structure. They will be in constant communication with the machine operator and site manager with the use of two-way radios, signals and verbal communication.

Once the roof elevation has been fully removed the 45-ton high reach will then start to remove the side walls, back walls and floors of the structure.
Dust suppression systems (water spray) will be utilized if dust should occur during any stage of the demolition task.
As the height of the structure is reduced the protection safety scaffold screen that encapsulates the building will be removed in conjunction with the demolition sequence maintaining safety and reducing risk of debris at all time. The machine will begin by folding back the inner wall to the ground floor it will then fold in the side wall back into the building onto the floor of the building and then fold the back wall(the outer wall) back towards its self into the building floor keeping all arisings within the building. The excavator will clear all demolition arisings after each wall and floor is removed from the structure. This process will be repeated until 3rd and 2nd floors have been removed from the east elevation, this method will keep arisings contained within the building footprint and will work the structure away from the public domain.

After the east elevation 3rd and 2nd floors have been removed the 21-ton excavator with a selection of hydraulic attachments will finish the demolition of the east elevation standalone building down to ground floor slab level.
After the removal of the standalone East elevation building the 45-ton excavator will be positioned on the Main Rowan House central elevation. This will allow and enable the excavator to remove the low-level central elevation single story add on section down to ground level removing the roof structure then side walls down to ground floor slab level clearing all demolition arisings. The high reach will then start to remove the central section of roof (high level) from Rowan house cutting and lowering all wooden roof beams and joist down to ground level for processing.

The concrete encased steel beams will be cut and removed using a shear attachment and lowered to the ground for processing with all M&E at roof level within the loft spaces. Once the central roof section has been removed the excavator will take out the front wall folding it down to ground level. The side walls will then be folded into the building onto the floor then removed, once removed the floor will be removed and then the back wall will be removed this will remove a room section of the building. This process will continue through the central elevation down to ground floor slab level until the building has been successfully separated forming two separate single structures. Please see diagrams below:
On completion of the central elevation separation removal and processing the high reach excavator will then position itself on the Northeast side elevation of Rowan house and will continue the process of removing the roof structure lowering all arisings down to ground level. The excavator will the repeat the process of removing the walls and floors down to ground level for processing and removal from site.

After the Northeast elevation has been fully removed and the protection scaffold screen has been stuck, the excavator will be positioned on the West elevation of Rowan house working in a South west direction.

The 21-to excavator with hydraulic attachments will then demolish and process the 6 cabins situated behind Rowan House removing these from the demolition area. Processing and removing all arisings during the demolition process.

The 45-ton excavator will start on the roof structure removing all wooden beams, steels and remaining M&E
Inaccessible during the soft strip phase of the project. Once the roof structure is fully removed the step-down demolition process will begin to remove the remaining section of building. The walls will always be folded back in the building footprint in floor by floor process utilizing the step-down demolition technique maintaining the stability and safety of the remaining section of the structure.
The demolition scaffold protection screen will be removed in conjunction with the demolition of the structures. All arisings will be processed as they are always produced within the process areas reducing the risk of slips trips and falls and maintaining a clean work area at all time.
This process will continue until the structure has been removed down to ground floor level with all voids within the ground floor slab being back filled until removed to aid and reduce the risk of slip, trips and falls. All work areas and walkways to be kept clean and clear of debris.
Please see pictures below:

On completion of the demolition and removal of Rowan House East, Central and West high elevation the ground floor slab will be broke out on the west elevation at the back of Rowan house using the 30-ton excavator with breaker attachment.

This will expose the small basement/boiler room area under the corner of the building, the M&E will be removed by the Machine using the selector grab and bucket attachments once the M&E has been removed the void will be back filled using the brick and concrete arisings produced from Rowan House and will be removed during the ground floor slab and footing removal stage of the project. This will maintain the safe and free movement for access to the west elevation low-level single-story building behind Rowan house. Please see pictures and diagram below:

The 21-Ton excavator with selector grab attachment begin the demolition process on the west elevation low level Rowan house. This section has a wooden framed and felt flat roof. The excavator will start on the east end of the structure, slowly lifting the roof off in sections lowering the into a waiting 40-yard skip. The roof will be lifted off in section exposing 2 rooms at a time once the roof section is removed the machine will begin to fold the walls back into the building footprint.

All arisings will be processed as produced clearing the demolition area keeping the contained. This process will be repeated until the building has been removed and processed completely down to ground floor slab level.

Dust suppression system will be in use in case dust should arise from this activity.

Banksmen and traffic marshals will be used at all time during all demolition works, machine movements for the safety of the public and all site personnel.

<u>Low Level West Elevation</u>

HOLD POINT

At all times throughout structural demolition of each building, the works supervisor will continually monitor proceedings, ensuring that no operatives are within the demolition exclusion zone and that adequate dust suppression methods are being employed.

Each building will be monitored as demolition progresses, supervisor and banksman will be positioned around the building and will be in ear (Two-way radio) and eye contact with the excavator operators at all times, this is to ensure the integrity of the structure remains sound and intact during demolition and help to prevent an uncontrolled collapse.

As the buildings and structures are being demolished, all hard arisings will be stockpiled for crushing, in a central area (TBC), as far from residential properties and NHS buildings as conditions allow.

Please see crushing procedures later in this method Statement.

Removal of concrete ground slab, Foundations

Prior to removing any ground slabs or foundations the entire area will be checked in conjunction with site services plans for 'live' services using CAT & Genny, once the area has been deemed clear of services, a permit to break ground/Dig will be issued by the Site Manager for breaking out of any slabs

On completion of the demolition of the building (Rowan House) the existing ground slabs and building foundations will be broken out using an excavator with a hydraulic breaker attachment down to a depth of 2 meters as per scope. (Deeper obstructions will require a client instruction for removal) Additional care will be taken as not to disturb any manholes, and drain runs, which may be present within the site and which are to remain. Where possible silent demolition techniques will be implemented and the use of hydraulic muncher, breaking will be minimised to reduce vibration, disturbance or nuisance to neighbouring properties and NHS buildings. Works will commence all in accordance with the **Demolition Code of Practice BS6187.**

Woodcote Lodge structural Demolition

Upon the completion of the site up, hears fencing and hoarding erection, all ACMs removed and service isolations and the relocation from Rowan House site a protection scaffold screen will be erected at the west end of the building with a return back down on the south face of the building. **(Should this be required)** This will provide an extra element of safety to the neighbouring property's during the demolition phase.

Specialist scaffolding contractor to erect all scaffolding on this project.

Welfare will be provided by MSL for the ACMs removal, Hoarding and scaffolding erection and soft strip, Demolition, slab and footing removal of Woodcote Lodge

Site welfare, office, first aid, canteen, drying room, male and female toilets will also be located at York Lodge during this phase of works.

Services

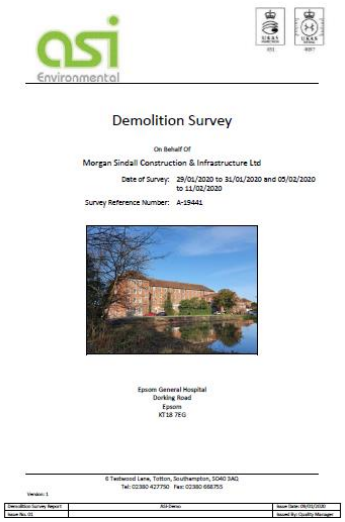
All services will be isolated by others, isolation certification will have been issue to MSL prior to work commencing

ACMs

All ACMs will be removed as per R&D Survey issued and carried out by ASI Environmental
Please see survey

ASI Environmental
Refurbishment and Demolition Survey Ref: A-19441

Specialist asbestos contractor to issue RAMs to MSL for review.



asi Environmental

Demolition Survey

On Behalf Of

Morgan Sindall Construction & Infrastructure Ltd

Date of Survey: 29/01/2020 to 31/01/2020 and 05/02/2020 to 11/02/2020

Survey Reference Number: A-19441

Epsom General Hospital
Dorking Road
Epsom
KT18 7EG

6 Testwood Lane, Totton, Southampton, SO40 3AQ
Tel: 02380 427750 Fax: 02380 668755

Temporary works

Scaffolding

All scaffolding required for this project will be designed and carried out by a specialist scaffolding contractor

Special contractor to issue own RAMs to MSL and Client for review

Hoarding

Site boundary 2.4-meter hoarding will be designed and erected by a specialist hoarding contractor on a kentledge block system

Contractor to issue own RAMs to MSL for review

Heras Fencing

Heras fencing will be erected to indicate and highlight the site boundary with plenty of signage indicating works taking place , the hazards , warnings and contact details with emergency procedures and will be removed once the hoarding has been installed. All signage will be transferred onto the hoarding when erected.

Using a 45-tonne high reach excavator the structural demolition on Woodcote lodge will start on the East end of the building. The excavator will sit at the end of the building with Woodcote Green roadside to the left working in a west direction towards the west end of the building. The structure will be demolished and removed using a step-down demolition technique (creating what looks like a step) This will allow and keep the safety, stability and integrity of the structure during the demolition process. With the varactor attachment the High reach excavator will start to remove the roof structure of the building lowering all roof beams and joist down to ground level into the processing segregation area/zone.
Progressively reducing the height, this will be executed by sequentially removing structural elements from the roof, down to ground level. All structures will be progressively demolished allowing the arising's to fall to the ground below. Here, arisings will be periodically cleared by a 21-tonne excavator to ensure there is a clear unobstructed working area for the excavator to continue. This will be controlled by the supervisor and communicated to all operatives via 2-way radios.

Waste segregations zones and processing zones will be set up on South west side of the site during the structural demolition of Woodcote Lodge. Areas will be barriered off with hears fencing clearly highlighted and plenty of signage highlighting all warnings and risks. These areas will be managed by the processing team supervisor.

Traffic marshals and banksmen will always be used for all plant and vehicle movements. They will be located on Woodcote green road and along the North east and the North west side of the site near the carpark area and the protective scaffold screen during this phase. They will then be positioned on the West and North corners near Woodcote lodge Neighbouring properties to monitor any potential movement on the building. They will be in constant communication with the machine operator and site manager with the use of two-way radios, signals and verbal communication and will have a visual position too.

Once the roof elevation has been fully removed the 45-ton high reach will then start to remove the side walls, back walls and floors of the structure. Once the roof elevation has been fully removed the 45-ton high reach will then start to remove the side walls, back walls and floors of the structure.
Dust suppression systems (water spray) will be utilized if dust should occur during any stage of the demolition task.

As the height of the structure is reduced the protection safety scaffold screen that is at the West end of the building will be removed in conjunction with the demolition sequence maintaining safety and reducing risk of falling debris at all time. The machine will begin by folding out the outer wall to the ground floor it will then fold in the side walls back into the building onto the floor of the building all demolition arisings will be cleared and processed as they are produced. The machine will then remove each floor from each room at first floor level. The excavator will clear all demolition arisings after each wall and floor is removed from the structure. This process will be repeated until the 1st floor has been removed from Woodcote Lodge this method will keep arisings contained within the building footprint and will work the structure away from the public domain.

After the 1st floor has been removed from Woodcote lodge the 30-ton excavator with a selection of hydraulic attachments will finish the demolition of Woodcote lodge down to ground level utilizing the same method to remove the standalone building down to ground floor slab level.
The structure completely removed the 30-ton excavator with breaker and bucket attachment the slab and footing process will begin implementing the same system as Rowan house.

Removal of concrete ground slab, Foundations

Prior to removing any ground slabs or foundations the entire area will be checked in conjunction with site services plans for 'live' services using CAT & Genny, once the area has been deemed clear of services, a permit to break ground/Dig will be issued by the Site Manager for breaking out of any slabs

On completion of the demolition of the building (Woodcote lodge) the existing ground slabs and building foundations will be broken out using an excavator with a hydraulic breaker attachment down to a depth of 2 meters as per scope. (Deeper obstructions will require a client instruction for removal) Additional care will be taken as not to disturb any manholes, and drain runs, which may be present within the site and which are to remain. Where possible silent demolition techniques will be implemented and the use of hydraulic muncher, breaking will be minimised to reduce vibration, disturbance or nuisance to neighbouring properties and NHS buildings. Works will commence all in accordance with the **Demolition Code of Practice BS6187.**

Boiler House and Chimney structural Demolition

Site Set Up and Welfare

Welfare will be provided by the Client for the ACMs removal, Hoarding and scaffolding erection and soft strip stage of the Boiler House

Site welfare, office, first aid, canteen, drying room, male and female toilets will be located at York Lodge.

Services

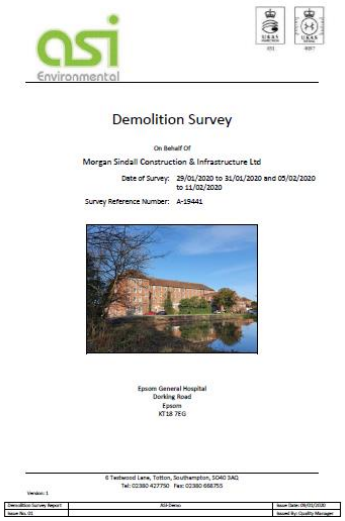
All services will be isolated by others, isolation certification will have been issue to MSL prior to work commencing

Site temporary electric service to be Generator fed 100 Kva

ACMs

All ACMs will be removed as per R&D Survey issued and carried out by ASI Environmental
Please see survey

ASI Environmental
Refurbishment and Demolition Survey Ref: A-19441
Specialist asbestos contractor to issue RAMs to MSL for review.



asi Environmental

Demolition Survey

On Behalf Of

Morgan Sindall Construction & Infrastructure Ltd

Date of Survey: 29/01/2020 to 31/01/2020 and 05/02/2020 to 11/02/2020

Survey Reference Number: A-19441

Epsom General Hospital
Dorking Road
Epsom
KT18 7EG

6 Testwood Lane, Totton, Southampton, SO40 3AQ
Tel: 02380 427750 Fax: 02380 668755

Demolition Survey Report	ASI Demo	Issue Date: 06/02/2020
Issue No. 01		Issued By: Quality Manager

Temporary works

Scaffolding

All scaffolding required for this project will be designed and carried out by a specialist scaffolding contractor

A 30-meter box scaffold is required to carry the full demolition of the Chimney it will consist of working lifts and will incapsulate the chimney and will be wrapped in Monarflex sheeting.

All ladders and access hatches to be always locked or removed during break times and at the end of each working day.

Special contractor to issue own RAMs to MSL and Client for review

Hoarding

Site boundary 2.4-meter hoarding will be designed and erected by a specialist hoarding contractor on a kentledge block system

Contractor to issue own RAMs to MSL for review

Heras Fencing

Heras fencing will be erected to indicate and highlight the site boundary with plenty of signage indicating works taking place , the hazards , warnings and contact details with emergency procedures and will be removed once the hoarding has been installed. All signage will be transferred onto the hoarding when erected.

Soft Strip & Removal of loose waste from the Boiler house building

The Boiler house will be soft stripped in advance of the demolition. This will include removing all loose fixtures and fittings, partition walls, floor coverings, M&E, and windows. These will be segregated in to dedicated waste streams and were logged in the site waste management plan.

Prior to any demolition work commencing, the buildings will be checked for any unidentified services which may be present, by trained competent persons. The Site Manager holds training for Cat and Genny.

Structural Demolition

Boiler House

The prefab garages and store buildings at the rear south west side of the boiler house will be demolished and removed first to open a bigger access window using the 30-Ton excavator with selector grab attachment. The roofs will be lifted of one by one and placed on too the ground in the process area.
The front walls then be folded out to the ground, the side walls and back walls will be folded back into the footprint of the structure.
Upon completion and removal of the prefab buildings the 30-tn excavator will position its on to the west side of the Boiler house.
All demolition arisings produced will be processed for site removal and loaded into necessary waste segregation skips in the process area all brick and concrete arisings will be transferred to the crushing stockpile. Location TBC.

Waste segregations zones and processing zones will be set up on south west of the site during the structural demolition of the Boiler house and Chimney phase of the project. They will be barriered off with hears fencing clearly highlighted and plenty of signage highlighting all warnings and risks. These areas will be managed by the processing team supervisor.

Traffic marshals and banksmen with 2-way radios will always be used for all plant and vehicle movements. They will be in constant communication with the machine operator and site manager with the use of two-way radios, signals and verbal communication ensuring every movement is safe.

The Boiler house will be predominantly stripped of all M&E during the demolition stage utilizing a 30-ton excavator with selector grab, shear and hydraulic muncher attachments.

This is the safest way and removes the risk of working at hight and manual handling as some of the M&E elements and components of the Boiler House are of considerable size and weight.

The corrugated iron roof sheeting will be stripped from the Steel and wooden roof frame using the 30-ton excavator with selector grab attachment. The sheets will be pealed one by one and lowered to the process area. Once the roof sheeting has been removed the shear attachment will be fitted to the excavator and the machine will start to cut down and out the roof frame in sections maintaining the roofs stability always. This process will be repeated until the roof structure has been removed in its entire.

The roof structure has been removed, the back west wall of the boiler house will be demolished down to ground level using the 30-ton excavator with the muncher attachment once all arisings have been removed the excavator will begin munching down and folding in the back North wall of the boiler house clearing all arisings as they are produced to the process area.

The scaffold protection screen will be removed in conjunction with the demolition phase of the Boiler house by qualified scaffold contractor who will be in attendance during demolition.

The wall removal process will continue until the boiler house structure has been demolished and removed down to ground level retaining the ground floor slab and footings.

Boiler House Chimney Structural Hand Demolition

The Chimney demolition will require a top down hand demolition technique executed from a specially designed and erected working access scaffold.

Operatives will begin the demolition phase of the chimney using handheld electric breakers, Hilti TE 1000, Hilti TE 3000, sledgehammers and mattocks. Fully trained and experienced working at height. CCDO Demolition operatives will start to break out the chimney bricks from the top working their way down in a clockwise motion. The chimney will be removed in 2 meters section using breakers with chisel points. All demolition arisings, bricks and rubble will be placed back into the chimney structure allowing the hardcore to be removed safely and minimising the risk of falling debris. Once the first 2-meter section of brick has been removed the protective access scaffolding will be struck/removed in conjunction with the demolition of the chimney structure. The scaffold will maintain a 1.5-meter level above the working line on the chimney this will maintain safety and help protect against adverse weather conditions that may arise. This method will continue until 12 meters of the chimney height has been reduced safely with all arising placed back into the chimney.

This task will be carried out with a team of 6 fully trained CCDO demolition, working at height, banksman and traffic marshal operatives. This will help maintain the maximum required allowed Trigger time advised when using hand held electric vibrating tools helping to reduce the risk of hand, arm vibrations All operations which have the potential to cause HAV or WBV will be strictly controlled and carried out in accordance with the **Control of Vibration at Work regulations 2005.**

Exposure levels will be monitored, recorded and logged in personnel (Occupational Health) files to ensure no operative exceeds the maximum vibration value. Consideration will be given of the type of tool for the job to ensure the risk is minimised.

Specific Toolbox Talks will be carried out to ensure operatives are fully aware of the dangers associated with HAV and WBV.

All work at height will be carried out strictly in accordance with the **Working at height Regulations 2005**

All operatives will be competent and have current Work at Height training.

Boiler House Structural Mechanical Demolition

On completion of the hand demolition stage of the chimney the access protection scaffold will be adapted by the scaffold contractor to allow access for the 45-ton high reach excavator and will stay erected throughout the demolition process.

The 45-ton High reach excavator equipped with muncher attachment will start to eat down on the remaining chimney structure fitted with a dust suppression unit the machine will eat down on the chimney further reducing its size and maintaining the stability and safety of the structure

As the chimney demolition progress the arisings from the handheld stage of demolition will also be accessible and will be processed along with all the arisings produced during the lower level removal stage.

All arisings will be processed by a 21-ton excavator in the process areas, all bricks and concrete to be retained transferred to designated stockpile area for crushing.

This process will be repeated until the chimney structure is full removed to ground level. The protection access scaffolding will be removed in conjunction with demolition and then removed from site.

This task will be carried out with a team of 6 fully trained CCDO demolition, machine operatives, working at height, banksman and traffic marshal operatives. This will help maintain the maximum required allowed Triger time advised when using handheld electric vibrating tools helping to reduce the risk of hand, arm vibrations and allow sufficient resting periods for each operative.

All operations which have the potential to cause HAV or WBV will be strictly controlled and carried out in accordance with the **Control of Vibration at Work regulations 2005.**

Exposure levels will be monitored, recorded and logged in personnel (Occupational Health) files to ensure no operative exceeds the maximum vibration value. Consideration will be given of the type of tool for the job to ensure the risk is minimised.

Specific Toolbox Talks will be carried out to ensure operatives are fully aware of the dangers associated with HAV and WBV.

All work at height will be carried out strictly in accordance with the **Working at height Regulations 2005**

All operatives will be competent and have current Work at Height training.

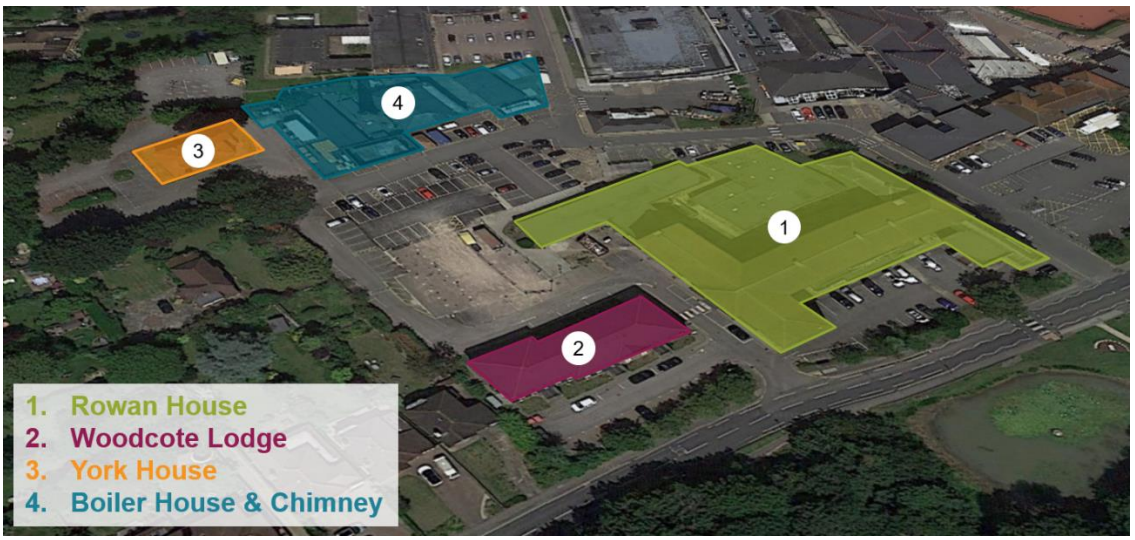
Removal of concrete ground slab, Foundations

The 30-ton excavator with breaker, muncher and bucket attachments will start to break out and lift out all associated hard standings, slabs and footings with the boiler room and chimney site.
All arisings to be processed and transported to a designated stockpile area for crushing

Prior to removing any ground slabs or foundations the entire area will be checked in conjunction with site services plans for 'live' services using CAT & Genny, once the area has been deemed clear of services, a permit to break ground/Dig will be issued by the Site Manager for breaking out of any slabs

On completion of the demolition of the building (Rowan House) the existing ground slabs and building foundations will be broken out using an excavator with a hydraulic breaker attachment down to a depth of 2 meters as per scope. (Deeper obstructions will require a client instruction for removal) Additional care will be taken as not to disturb any manholes, and drain runs, which may be present within the site and which are to remain. Where possible silent demolition techniques will be implemented and the use of hydraulic muncher, breaking will be minimised to reduce vibration, disturbance or nuisance to neighbouring properties and NHS buildings. Works will commence all in accordance with the **Demolition Code of Practice BS6187.**

York House



Structural Demolition of York Lodge

Site Set Up and Welfare

Welfare will be provided by the MSL for the ACMs removal, Hoarding and soft strip stage, demolition and slab and footing removal of York Lodge

Site welfare, office, first aid, canteen, drying room, male and female toilets will be located at York Lodge west side carpark

Services

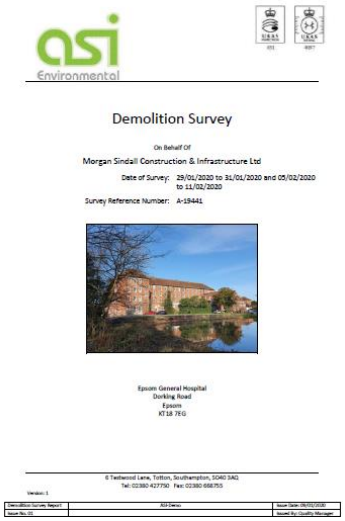
All services will be isolated by others, isolation certification will have been issue to MSL prior to work commencing

ACMs

All ACMs will be removed as per R&D Survey issued and carried out by ASI Environmental
Please see survey

ASI Environmental
Refurbishment and Demolition Survey Ref: A-19441

Specialist asbestos contractor to issue RAMs to MSL for review.



asi Environmental

Demolition Survey

On Behalf Of

Morgan Sindall Construction & Infrastructure Ltd

Date of Survey: 29/01/2020 to 31/01/2020 and 05/02/2020 to 11/02/2020

Survey Reference Number: A-19441

Epsom General Hospital
Dorking Road
Epsom
KT18 7EG

6 Testwood Lane, Totton, Southampton, SO40 3AQ
Tel: 02380 427750 Fax: 02380 666755

Temporary works

Scaffolding

N/A

Hoarding

Site boundary 2.4-meter hoarding will be designed and erected by a specialist hoarding contractor on a kentledge block system

Contractor to issue own RAMs to MSL for review

Heras Fencing

Heras fencing will be erected to indicate and highlight the site boundary with plenty of signage indicating works taking place , the hazards , warnings and contact details with emergency procedures and will be removed once the hoarding has been installed. All signage will be transferred onto the hoarding when erected.

Soft Strip of York House

York House is a stand-alone detached L shaped house style building. It is built of brick and consists of wooden floors throughout with a wooden framed roof structure. It has plaster board partition walls and brick walls with plastered ceilings

Prior to any demolition work commencing, the buildings will be checked for any unidentified services which may be present, by trained competent persons. The Site Manager holds training for Cat and Genny.

Initially works will be carried out manually by approximately 4 no. gang of operatives, removing all loose materials and fittings, doors, carpets etc. These will be loaded in bins outside the building and removed when full. All operatives will be aware of the possibility of unidentified asbestos products within the building fabric, operatives will vigilantly check the materials discovered during their strip out works and will Stop Work Immediately if they suspect a material to contain asbestos and report it to the Site Manager.

Using hand–held tools, operatives will progressively break down and remove all non-structural elements of the building's fabric, these will be processed and sorted into waste streams which will then be loaded into bins and removed from site.
A dedicated waste segregation zone will be established to allow Matthews (Sussex) Limited to achieve a recycling rate of 95% +.

Access /Egress points within the structures will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.

Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using handheld non-mechanical tools such as lever bars and sledgehammers.

Glazing will not be removed during the soft strip phase of the demolition. To reduce risks glazing will be removed during the demolition of the structure. This will be carried out during the de-construction works.

The material is reduced to manageable sizes. Waste is cleared from the exclusion zone at ground level and loaded into skips.

As part of the soft strip works, all refrigerators and A/C units will be de-gassed by a specialist contractor.

HOLD POINT

The demolition supervisor will ensure that all operatives carrying out the soft strip are at all times working in a safe manner and that all waste is properly segregated, placed in designated skips and disposed of site to licensed tip facilities.

MSL Site Manager

Signature.....

Date.....

Structural Demolition of York House

York House is a stand-alone detached L shaped 2story house style building. It is built of brick and consists of wooden floors throughout with a wooden framed roof structure. It has plaster board partition walls and brick walls with plastered ceilings

The 30-ton excavator with selector grab attachment will start at the south end of York House on the roof structure removing all wooden beams, joist and remaining M&E Inaccessible during the soft strip phase of the project lowering all arisings to the ground in the process area for site removal or re-use Once the roof structure is fully removed the step-down demolition process will begin to remove the first section of the building. The front walls at high level will be folded outwards onto the floor opening up the front of the structure the side walls will then be folded onto the 1st floor of the building and then cleared by the machine this process will be repeated until the building is made to a single story structure. The building walls will always be folded back in the building footprint in floor by floor process utilizing the step-down demolition technique maintaining the stability and safety of the remaining section of the structure.
All arisings will be processed as they are always produced within the process areas reducing the risk of slips trips and falls and maintaining a clean work area at all time.

This process will continue until the structure has been removed down to ground floor level with all voids within the ground floor slab being back filled until removed to aid and reduce the risk of slip, trips and falls. All work areas and walkways to be kept clean and clear of debris.

Removal of concrete ground slab, Foundations

The 30-ton excavator with breaker, muncher and bucket attachments will start to break out and lift out all associated hard standings, slabs and footings with the boiler room and chimney site.
All arisings to be processed and transported to a designated stockpile area for crushing

Prior to removing any ground slabs or foundations the entire area will be checked in conjunction with site services plans for 'live' services using CAT & Genny, once the area has been deemed clear of services, a permit to break ground/Dig will be issued by the Site Manager for breaking out of any slabs

On completion of the demolition of the building (Rowan House) the existing ground slabs and building foundations will be broken out using an excavator with a hydraulic breaker attachment down to a depth of 2 meters as per scope. (Deeper obstructions will require a client instruction for removal) Additional care will be taken as not to disturb any manholes, and drain runs, which may be present within the site and which are to remain. Where possible silent demolition techniques will be implemented and the use of hydraulic muncher, breaking will be minimised to reduce vibration, disturbance or nuisance to neighbouring properties and NHS buildings. Works will commence all in accordance with the **Demolition Code of Practice BS6187.**

Crushing all concrete and brick arisings

- Establish area to site crusher
- Deliver and set up crusher as manufacturer's specification
- Arrange water sprays to damp down discharge conveyors and stockpiles
- Establish exclusion zone around work area
- Carry out pre-start checks
- Operator to receive induction and Toolbox Talk prior to commencing work
- The crusher must be sited on firm level ground and in a position away from local residents wherever possible.
- Water supply plugged directly into the crusher will be used as dust suppression

The route across the site must be considered and investigated to determine whether any underground voids exist into which the crusher could fall should a ground collapse occur.

Prior to bringing the crusher to site the local Environment Officer must be informed of the intention to crush on site. A thorough examination certificate must arrive with the crusher and a crusher licence will be placed on the crusher before any works can proceed.

The delivery of the crusher will need a Movement Order Application due to its width and weight. A route is then notified to the haulier, who must take the machine to site avoiding low bridges and narrow roads. Due to the size of the crusher three traffic marshals will be used to direct and control traffic during the delivery to site. Upon delivery the crusher will be set up as per the manufacturer's specification. **(The area where the crusher will be sited will chosen to be as far from live NHS buildings and nearby residential areas and will be set up to prevent as much vibration/noise impact as possible. Vibration, noise and dust monitoring will continue throughout crushing operations.)**

A water supply will then be connected to the crusher, to provide dust suppression of the machine jaws and discharge conveyor during the crushing operation.

Prior to commencing work, the operator will carry out a Pre-Start Check of the crusher checking water, oil, and grease levels. A walk around visual check will then be made for any damage - loose panels, conveyor belt condition and freedom of conveyor rollers, guards in place. (fully trained and qualified operative will operate the crusher at all times)

Following the Pre-Start Check, the operator will start the crusher, and check the operation of the emergency stop buttons, which are situated on either side of the machine at ground level, on either side work platform, and on the pendant remote control. Any of these stop buttons will stop the machine when pressed.

By using the remote pendant controls, the operator can operate the crusher from a variety of positions surrounding the crushing jaws, all of which have safety handrails

The hopper is loaded by means of either a 360 excavator or loading shovel, under guidance of the crusher operator. When the hopper is full, the shaker is turned on. This moves the concrete along the hopper towards the crushing jaws. A water spray is situated in the crushing jaws which wets the concrete as it is crushed.

When crushed, the concrete falls onto a conveyor belt that removes any metal and deposits it alongside the crusher. It is important that the operator regularly checks this area of the machine, as blockages can occur when the metal becomes 'balled up'.

All crushed arisings that will accumulate at the end of the conveyor belt will be moved using the 20-ton excavator on to the stockpile area.

To check any parts of the machine in the event of jams or blockages, the machine MUST be turned off and the clutch disengaged before attempting to remove any objects from behind guards, rollers, or conveyor belts. In the event of the crushing jaws becoming jammed, the crusher must be turned off. It is necessary to lift the object out of the jaws using straps or chains, attached to a 360 excavator. Then crushing can be restarted in the normal way.

A crushing log will be kept on site to record all information and hours worked during the crushing process

PPE i.e. ear defenders, gloves etc to be worn at all times. Noise warning signs and Heras fencing will be erected around the crusher and magnet discharge area to form a clear segregation zone around the crusher and all associated works.

Pre-dig on site

When digging or disturbing the earth we will take care to avoid damaging underground services. Underground electrical cables can be particularly hazardous because they often look like pipes and it is impossible to tell if they are live just by looking at them.

Damage to underground electrical cables can cause fatal or severe injury and the law says care must be taken precautions to avoid danger. Excavation work should be properly managed to control risks, including:

- Planning the work
- Using cable plans
- Cable locating devices
- Safe digging practices

Planning the work

Most service cables belong to a Distribution Network Operator (DNO). However, some cables belong to other organisations such as the highways authority, Ministry of Defence or Network Rail.

Checks of nearby for equipment owned by the organisations listed above will be made, and if we suspect there are underground cables, request for plans will be made to confirm their location.

When excavating near cables, operatives experienced in underground cable detection techniques will locate them using suitable equipment.

Checks will need to be made to ensure underground cables dead for the work to proceed safely. Be aware that electricity companies are required to give five days' notice to customers whose supply is to be disconnected.

Careful planning and risk assessments are essential before the work starts. Risk assessments will consider how the work is to be carried out, ensuring local circumstances are considered.

Using cable plans

Plans or other suitable information about all buried services in the area will be obtained and reviewed before any excavation work starts.

If the excavation work is an emergency, and plans and other information cannot be found, the work should be carried out as though there are live buried services in the area.

Symbols on electricity cable plans may vary between utilities and advice should be sought from the issuing office. High-voltage cables may be shown on separate plans from low-voltage cables.

Plans give only an indication of the location, and number of underground services at a particular site. It is essential that a competent person traces cables using suitable locating devices.

Cable locating devices

Before work begins, underground cables must be located, identified and clearly marked.

The position of the cable in or near the proposed work area should be pinpointed as accurately as possible by means of a locating device, using plans, and other information as a guide to the possible location of services and to help interpret the signal.

Locators will be used frequently and repeatedly during the course of the work. Operatives who use a locator will have received thorough training in its use and limitations. Locating devices will always be used in accordance with the manufacturer's instructions, regularly checked and maintained in good working order

Safe digging practices

Excavation work will be carried out carefully and follow recognised safe digging practices.

Once a locating device has been used to determine cable positions and routes, excavation may take place, with trial holes dug using suitable hand tools as necessary to confirm this.

We will excavate alongside the service rather than directly above it. Final exposure of the service by horizontal digging is recommended, as the force applied to hand tools can be controlled more effectively.

Insulated tools will be used when hand digging near electric cables.

Remaining Substructure Removal

Demolition of substructure will commence using hydraulic breakers to perforate the ground slab making it easier to break out. Slab will be processed using hydraulic pulverisers.

Once the ground slab has been removed, works will begin to expose foundations of the building by excavating alongside them. Once the foundation has been exposed, excavators fitted with hydraulic breakers will begin breaking them up into manageable sections for processing.

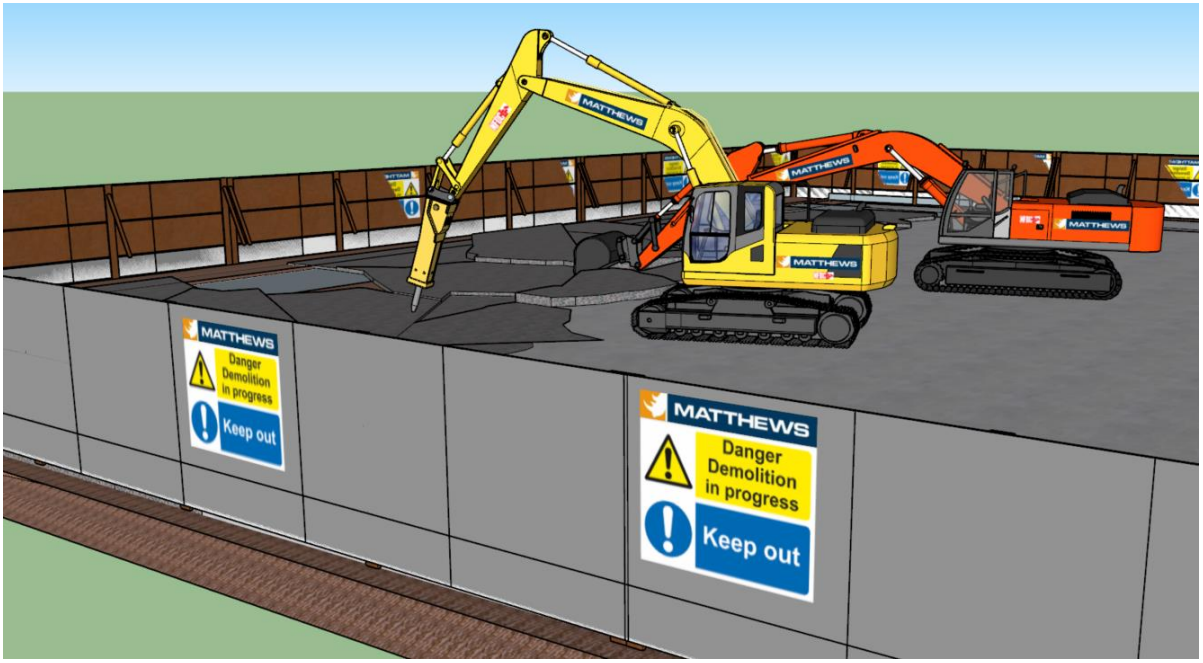
As foundations are fully removed, all voids are to be filled and compacted to ensure the site remains safe. All demolition arising will be removed from site using eight wheeled tipper lorry's.

Dust will be controlled using an atomiser system placed at the workface, this creates a fine water mist which contains any dust emissions, bringing to settle and ground level.

Demolition of the substructures

Demolition will be undertaken by a 45 tonne excavator fitted with hydraulic attachments

Example of excavators breaking out slab / foundations



POL 00X – COVID-19 POLICY

REV: 0 ISSUED: 20/05/2020

COVID POLICY – In line with recent and up to date

•

This Policy is to be regularly reviewed government updates to ensure the latest information is followed and or being followed then the following documents should be read in conjunction with this document;

https://assets.publishing.service.gov.uk/media/5eb961bfe90e070834b6675f/working-safely-during-covid-19-construction-outdoors-110520.pdf

In line with government recommendations the following information will be considered and actioned by Matthews moving forward.

Symptoms

- The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:
- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)
- For most people coronavirus (COVID-19) will be a mild illness. However if you have any of the symptoms above you should ***self-isolate at home.***

What you need to know

- businesses and workplaces should make every possible effort to enable working from home as a first option. Where working from home is not possible, workplaces should make every effort to comply with the social distancing guidelines set out by the government
- members of staff who are vulnerable or extremely vulnerable, as well as individuals whom they live with, should be supported as they follow the recommendations set out in guidance on social distancing and shielding respectively
- where the social distancing guidelines cannot be followed in full in relation to a particular activity, businesses should consider whether that activity needs to continue for the business to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission between their staff. Potential mitigating actions are set out in these illustrative workplace examples
- staff who are unwell with symptoms of coronavirus (COVID-19) should not travel to or attend the workplace.
- staff may be feeling anxious about coming to work and also about impacts on livelihood. Workplaces should ensure staff are fully briefed and appropriately supported at this time
- any member of staff who develops symptoms of coronavirus (COVID-19) should be sent home and stay at home for 7 days from onset of symptoms. If the member of staff lives in a household where someone else is unwell with symptoms of coronavirus (COVID-19) then they must stay at home in line with the stay at home guidance
- employees will need your support to adhere to the recommendation to stay at home to reduce the spread of coronavirus (COVID-19) to others
- employees should be reminded to wash their hands for 20 seconds more frequently and catch coughs and sneezes in tissues
- frequently clean and disinfect objects and surfaces that are touched regularly, using your standard cleaning products
- those who follow advice to stay at home will be eligible for statutory sick pay (SSP) from the first day of their absence from work
- employers should use their discretion concerning the need for medical evidence for certification for employees who are unwell. This will allow GPs to focus on their patients
- if evidence is required by an employer, those with symptoms of coronavirus (COVID-19) can get an isolation note from ***NHS 111 online*****,** and those who live with someone that has symptoms can get a note from the ***NHS website***

Good practice for employers

It's good practice for employers to:

- keep everyone updated on actions being taken to reduce risks of exposure to coronavirus (COVID-19) in the workplace
- ensure employees who are in a vulnerable group are strongly advised to follow social distancing guidance
- ensure employees who are in an extremely vulnerable group and should be ***shieldedare*** supported to stay at home
- make sure everyone's contact numbers and emergency contact details are up to date
- make sure managers know how to spot symptoms of coronavirus (COVID-19) and are clear on any relevant processes, for example sickness reporting and sick pay, and procedures in case someone in the workplace is potentially infected and needs to take the appropriate action
- make sure there are places to wash hands for 20 seconds with soap and water, and encourage everyone to do so regularly
- provide hand sanitiser and tissues for staff, and encourage them to use them

Social distancing in the workplace – principles

Social distancing involves reducing day-to-day contact with other people as much as possible, in order to reduce the spread of coronavirus (COVID-19). Businesses and workplaces should encourage their employees to work at home, wherever possible.

- If you cannot work from home then you can still travel to work. This is consistent with the Chief Medical Officer for England's advice.
-

The advice on social distancing measures applies to everyone and should be followed wherever possible. Workplaces need to avoid crowding and minimise opportunities for the virus to spread by maintaining a distance of at least 2 metres (3 steps) between individuals wherever possible. This advice applies both to inside the workplace, and to where staff may need to interact with customers. Staff should be reminded to wash their hands regularly using soap and water for 20 seconds and particularly after blowing their nose, sneezing or coughing. Where facilities to wash hands are not available, hand sanitiser should be used. Workers should cover any coughs or sneezes with a tissue, then dispose of the tissue in a bin and immediately wash their hands.
The practical implementation of this advice will depend on the local circumstances; see ***examples for various workplaces.***

A few general indicators will be relevant to the majority of business settings:

- make regular announcements to remind staff and/or customers to follow social distancing advice and wash their hands regularly
- encourage the use of digital and remote transfers of material where possible rather than paper format, such as using e-forms, emails and e-banking
- provide additional pop-up handwashing stations or facilities if possible, providing soap, water, hand sanitiser and tissues and encourage staff to use them
- where it is possible to remain 2 metres apart, use floor markings to mark the distance, particularly in the most crowded areas (for example, where queues form)
- where it is not possible to remain 2 metres apart, staff should work side by side or facing away from each other, rather than face to face if possible
- where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible
- as much as possible, keep teams of workers together (cohorting), and keep teams as small as possible
- Additionally, for customer-facing businesses:
- use signage to direct movement into lanes, if feasible, while maintaining a 2 metre distance
- regulate entry so that the premises do not become overcrowded
- use additional signage to ask customers not to enter the premises if they have symptoms
- if feasible, place plexiglass barriers at points of regular interaction as an additional element of protection for workers and customers (where customers might touch or lean against these, ensure they are cleaned and disinfected as often as is feasible in line with standard cleaning procedures)
- See further information on social distancing and adults who are at increased risk of coronavirus (COVID-19).

Shift-working and staggering processes

Where it is not possible for work to be completed at home, businesses should consider shift working or the staggering of processes which would enable staff to continue to operate both effectively and where possible at a safe distance (more than 2 metres) from one another. Staggering on-premises hours to reduce public transport use during peak periods will provide benefit to employees, businesses and the wider public effort.
Practically, a business could consider:

- splitting staff into teams with alternate days working from home, or splitting across a day and night shift
- as far as possible, where staff are split into teams, fixing these splits (cohorting), so that where contact is unavoidable, this happens between the same individuals
- spreading out standard processes, so that only one team needs to be on the premises to complete a task at a given time
- where it is possible to remain 2 metres apart, using signage such as floor markings to facilitate compliance, particularly in the most crowded areas. This includes entry points to buildings, toilets and communal break areas where queues may form

Businesses working on shift patterns should:

- ensure that the business's social distancing measures are effectively communicated to all staff
- ensure frequent cleaning and disinfecting of objects and surfaces that are touched regularly, using your standard cleaning products and particularly at the end and beginning of shifts

Staff canteens and rest areas

Where possible, staff should be encouraged to bring their own food, and staff canteens and distributors should move to takeaway.

Where there are no practical alternatives, workplace canteens may remain open to provide food to staff with appropriate adjustments for social distancing. The following principles should be applied:

- canteen staff who are unwell should not be at work
- canteen staff should wash their hands often with soap and water for at least 20 seconds before and after handling food
- staff should be reminded to wash their hands regularly using soap and water for 20 seconds and before and after eating. If possible, increase the number of hand washing stations available
- a distance of 2 metres should be maintained between users, wherever possible
- staff can continue to use rest areas if they apply the same social distancing measures
- notices promoting hand hygiene and social distancing should be placed visibly in these areas
- frequently clean and disinfect surfaces that are touched regularly, using your standard cleaning products
- consider extending and staggering meal times to avoid crowding

Staying at home if you, or someone in your household, has symptoms of coronavirus (COVID-19) on site

If anyone develops symptoms of coronavirus (COVID-19) in the business or workplace they should be sent home and advised to follow the stay at home guidance for households with possible coronavirus (COVID-19) infection. If these symptoms develop whilst at work they should be sent home, they should return home quickly and directly. If they have to use public transport, they should try to keep away from other people and catch coughs and sneezes in a tissue.

If a member of staff has helped someone who has developed symptoms of coronavirus (COVID-19), they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell with symptoms consistent with coronavirus (COVID-19) infection.

It is not necessary to close the business or workplace or send any staff home unless government policy changes. Keep monitoring the government response page for the latest details.

If you, or an employee, need clinical advice, they should go to NHS 111 online, or call 111 if they don't have internet access. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.
If the member of staff lives in a household where someone else is unwell with symptoms of coronavirus (COVID-19) then they must stay at home in line with the stay at home guidance.

Sick pay

Those who are self-isolating because they or someone in their household is displaying symptoms of coronavirus will be eligible for Statutory Sick pay (SSP).
SSP is also available to those who are staying at home because they're at high risk of severe illness from coronavirus (shielding).

Employers should use their discretion and respect the medical need to self-isolate in making decisions about sick pay.

Anyone not eligible to receive sick pay, including those earning less than an average of £118 per week, some of those working in the gig economy, or self-employed people, is able to claim Universal Credit and/or contributory Employment and Support Allowance.

For those on a low income and already claiming Universal Credit, it is designed to automatically adjust depending on people's earnings or other income. However, if someone needs money urgently they can apply for an advance through the journal in their Universal Credit account.

See the Statutory Sick Pay (SSP) guidance for more information.

Certifying absence from work

By law, medical evidence is not required for the first 7 days of sickness. After 7 days, employers may use their discretion around the need for medical evidence if an employee is staying at home.

We strongly suggest that employers use their discretion around the need for medical evidence for a period of absence where an employee is advised to stay at home either as they are unwell themselves, or live with someone who is, in accordance with the public health advice issued by the government.

What to do if an employee needs time off work to look after someone

Employees are entitled to time off work to help someone who depends on them (a 'dependant') in an unexpected event or emergency. This would apply to situations related to coronavirus (COVID-19). For example:

- if they have children they need to look after or arrange childcare for because their school has closed
- to help their child or another dependant if they're sick, or need to go into isolation or hospital

There's no statutory right to pay for this time off, but some employers might offer pay depending on the contract or workplace policy.

ACAS have more information online and can help with specific queries by phone.

Limiting spread of coronavirus (COVID-19) in business and workplaces

Businesses and employers can help reduce the spread of coronavirus (COVID-19) by reminding everyone of the public health advice. See posters, leaflets and other materials.

Employees and customers should be reminded to wash their hands for 20 seconds more frequently than normal.

Employers should frequently clean and disinfect objects and surfaces that are touched regularly, using your standard cleaning products.

See further advice on specific workplaces.

Moving goods

The World Health Organization (WHO) advises that the likelihood of an infected person contaminating commercial goods is low. The risk of catching the virus that causes COVID-19 from a physical package is also very low.

Cleaning and waste disposal

The government has provided guidance on cleaning and waste disposal to help businesses reduce the spread of coronavirus (COVID-19).

Handling post or packages

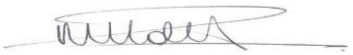
Staff should continue to follow existing risk assessments and safe systems of working; there are no additional precautions needed for handling post or packages.

Food safety

See the government guidance on food safety. This includes guidance on food hygiene, managing employee sickness and social distancing in the workplace, including for food processing plants, supermarkets and outdoor food markets.

Mark Matthews

Managing Director



Regulations

Control of Asbestos Regulations 2012

Control of Lead at Work Regulations 2002

Control of Noise at Work Regulations 2005

Control of Substances Hazardous to Health Regulations 2002

Control of Vibration at Work Regulations 2005

Construction (Design & Management) Regulations 2015 and Approved Code of Practice

1989 Electricity at Work Regulations 1989

Environmental Permitting (England & Wales) Regulations 2010

Environmental Protection (Duty of Care) Regulations 1991

Hazardous Waste Regulations 2005

Health and Safety (Consultation with Employees) Regulations 1996

Health and Safety (First Aid) Regulations 1981

Lifting Operations and Lifting Equipment Regulations 1998

Management of Health & Safety at Work (Amendment) Regulations 2006

Manual Handling Operations Regulations 1992

Personal Protective Equipment at Work Regulations 1992

Provision & Use of Work Equipment Regulations 1998

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

Waste Management Regulations 2011

Work at Height Regulations 2005

Workplace (Health, Safety and Welfare) Regulations 1999

Risk Register

				Significant Residual Risk	
Hazard Description	**Risk Level Before Mitigation**	**Alteration / Action**	**Risk Level After Mitigation**	**Comments / Additional Information for the Contractor**	**Shown**
Welfare & accommodation.	***Significant***	• Specify suitable accommodation. • Disposal of waste effluent to controlled off-site tip	***Not Significant***	• Ensure adequate amenities available. • Off-site disposal of wastes & effluents	*Site CPP & MS*
Manual handling / lifting of materials & equipment, *erection of heras fencing.*	***Significant***	• Eliminate need for manual handling - safe use of machinery if possible. • Specify provision of Manual Handling Assessment	***Not Significant***	• Ensure compliance with Manual Handling Assessment & statutory requirements including provision of all necessary PPE.	*Site CPP & MS*
Inclement weather *Winter - cold, wind, ice, fog, snow, rain, flooding of access routes etc.*	***Significant***	• Monitor weather forecasts. • Cease works should weather, i.e. fog, wind, snow etc. affect task being undertaken due to issues with visibility etc. • Provide adequate illumination. • Walkways for pedestrians.	***Not Significant***	• Issue correct PPE and ensure welfare facilities have a drying room for operatives. • For summer contracts, ensure operatives have access to sun block. • Provide crush materials to areas of flooding where ground conditions poor under foot and for vehicles.	*Site CPP & MS*
Site security and protection of the Public.	***Significant***	• Specify warning signs to be erected to existing site perimeter fence and upon fence line delineating Contractors area of works. • Sign in register, site induction and toolbox talks.	***Not Significant***	• Ensure regular inspection and maintenance of fencing & signage.	*Site CPP & MS*

Risk Register

Slips, trips and fall hazards (manholes, change in site level etc.).	***Significant***	• Cover open hazards, fill voids, ducts, and depressions. Provide adequate signage, physical barriers to hazards. • Site induction and toolbox talks. • Fencing of open excavations at end of day / shift. • Ensure demolition activities stop prior to, or taken to, a suitable stage to ensure no structural collapse of buildings, elevations at end of day / shift.	***Not Significant***	• Provide adequate illumination. • PPE to be worn always (Hi Visibility apparel, site boots, and hard hat). • Good housekeeping procedures. • Hazard cards	*Site CPP & MS*
Site traffic, deliveries, and access (crush / impact injuries).	***Significant***	• Specify requirement for Traffic Management Plan to be developed and operated by Principal Contractor. • Access gate to be controlled at all times of delivery etc. to prevent contractor's traffic queuing on highways etc. • Specify all plant to be fitted with flashing warning lights and reversing alarms. • Separate pedestrian routes from vehicle routes.	***Not Significant***	• Ensure access gate is controlled at all times of delivery etc. • Provide adequate illumination. • PPE to be worn at all times (hi visibility apparel, site boots, and hard hat). • Trained gateman/banks man to be attendance.	*Site CPP & MS*
Manual handling / lifting of materials & equipment, unloading.	***Significant***	• Eliminate need for manual handling - Safe use of Machinery if possible. • Specify provision of Manual Handling Assessment.	***Not Significant***	• Ensure compliance with Manual Handling Assessment & statutory requirements including provision of all necessary PPE.	*Site CPP & MS*
Hazardous materials.	***Significant***	• Specify works to be carried out by licensed and approved contractors only. • Specify requirement for safe system of work. • Specify requirement for sequence of removal of high-risk chemicals.	***Not Significant***	• Carry out all works in compliance disposal of Hazardous Waste Regulations 2005, in addition to compliance with Duty of Care and general waste management regulation.	*Site CPP & MS*

Risk Register

Hazardous materials. (cont.)	***Significant***	• COSHH Material lists to be included within site inductions and toolbox talks.	***Not Significant***	• Ensure specific PPE/RPE is provided. • Ensure appropriate signage • Ensure emergency procedures and spillage procedures are in place.	
Demolition works – Risk of uncontrolled collapse.	***Significant***	• Specify requirement for detailed Method Statement for demolition operations. • Temporary Works, shoring etc.	***Not Significant***	• Assessment by structural engineer if required to determine demolition methodology. • Assess technical / archive drawings.	*Site CPP & MS*
Crushing due to plant overturning etc.	***Significant***	• Adequate signage. • Exclusion Zones around working machinery / plant. • Site machinery / plant on flat, stable ground. Engineer better footing with crush material etc. if ground condition is poor.	***Not Significant***	• Mobile operatives to wear seatbelts. • Supervise works with banks man.	*Site CPP & MS*
Working at height (Impact Injury)	***Significant***	• Specify requirement for safe system of work. • Engineer an alternative solution; minimise need for working at height if possible; Works to be carried out by machine etc. if possible. • PPE to be used at all times. • Controlled Access.	***Not Significant***	• Works to be completed under a Permit to Work. • Check weather conditions prior to Works (wind, visibility etc.). • PPE (Harness etc.). • Emergency procedures to be implemented.	*Site CPP & MS*
Falling objects	***Significant***	• Specify requirement for Risk Assessment / Method Statements for controlling access to demolition areas.	***Not Significant***	• Establish and control exclusion areas, only internal drop zones to be used	*Site CPP & MS*

MATTHEWS DEMOLITION

Risk Register

Confined space working	***Significant***	• Minimize need for confined spaces entry. Works to be carried out from outside the confined space if possible. • Ensure only suitably qualified staff carries out entry.	***Not Significant***	• Works to be completed under a Permit to Work. • Check weather conditions prior to entry. Gas monitoring and PPE. Workers should be trained in confined spaces entry. • Emergency procedures to be implemented	*Site CPP & MS*
Hot works (Fire risk, burns etc.)	***Significant***	• Substitute for another method if suitable / appropriate, i.e. shearing over hot cutting etc. • Specify requirement for safe system of work for all hot works. • Works to be completed under a Permit to Work. • Workers should be suitably trained.	***Not Significant***	• Provide extinguishers, masks/RPE, PPE, as necessary. • Establish and carry out fire watching procedures. • Establish Fire Plan for evacuation.	*Site CPP & MS*
Noise	***Significant***	• Specify limits on working hours, specify use of PPE as required (ear defenders etc.). • Noise Monitoring.	***Not Significant***	• Keep plant properly maintained, fit silencers, switch off when not in use. • Selection of plant and attachments to minimise noise.	*Site CPP & MS*
Dust	***Significant***	• Specify minimum requirements for dust control measures. • Regular dust monitoring.	***Not Significant***	• Provide suitable dust suppression measures (water sprays etc.), keep roadways clean. • Contractor to provide suitable PPE/RPE.	*Site CPP & MS*
Vibration	***Significant***	• Specify limits on working hours. • Specify use of PPE as required (i.e. gloves). • Provide Hand / arm Vibration Assessments.	***Not Significant***	• Keep plant properly maintained, fit silencers, switch off when not in use.	*Site CPP & MS*

Risk Register

		• Vibration Monitoring.		• Selection of plant and attachments to minimise noise and vibration.	
Asbestos containing materials, Asbestos removal	***Significant***	• Provision of HSG 246 Demolition / Refurbishment Asbestos Survey prior to works commencing. • Specify works to be carried out by licensed and approved contractors only. • Provide monitoring of Asbestos levels, prior, during and following removal.	***Not Significant***	• Prepare and submit detailed Plan of Works for Asbestos Removal and ASB5 to HSE. • Carry out all works in compliance with Asbestos (Licensing) Regulations and Control of Asbestos at Work Regulations. • Monitoring of Asbestos levels – personal, background / exterior monitoring etc.	*Site CPP & MS*
Hazardous materials	***Significant***	• Specify works to be carried out by licensed and approved contractors only. • Specify requirement for safe system of work. • Specify requirement for sequence of removal of high-risk chemicals. • COSHH Material lists to be included within site inductions and toolbox talks.	***Not Significant***	• Carry out all works in compliance disposal of Hazardous Waste Regulations 2005, in addition to compliance with Duty of Care and general waste management regulation. • Ensure specific PPE/RPE is provided. • Ensure appropriate signage • Ensure emergency procedures and spillage procedures are in place.	*Site CPP & MS*
Flammable materials	***Significant***	• Specify safe use of flammable materials. • Specify demolition works to be complete before ground excavation.	***Not Significant***	• Handle and store gas bottles properly. Provide COSHH information. • Controls of smoking on site	*Site CPP & MS*

Risk Register

Flammable materials (cont.)		• Flammable Materials to be identified during site inductions and within toolbox talks. • Ensure appropriate signage.			
Spills of fuels, contaminants etc.	***Significant***	• Provide suitable storage measures such as bunds etc. Provide suitable spill kits. • Provide designated fueling areas.	***Not Significant***	• PPE (gloves, RPE etc.). • Designated smoking areas	*Site CPP & MS*
Rodent & pigeon excrement	***Significant***	• Provide suitable welfare and washing facilities. • Encourage good hygiene practice i.e. washing hands before eating, smoking etc. • Isolate areas prior to suitable removal.	***Not Significant***	• Infestations to be removed by specialist Contractor if required. • PPE/RPE.	*Site CPP & MS*
Sharps *Discovery of sharps or related hazardous materials during the works.*	***Significant***	• Engage services of specialist clinical waste collection agency. • Agency to carry out sweep of the building(s) and adjacent site areas to identify, remove and properly dispose of any sharps or any other hazardous materials. • Provide clearance certificates, record of disposal and hazardous materials removed from site.	***Not Significant***	• PPE – Kevlar Gloves	*Site CPP & MS*
Lead Based Paints *Assume paints used in the premises before 1970s-80s to contain lead.*	***Significant***	• Contractor to carry out appropriate risk assessment specific to the activities proposed. • Undertake steps to limit exposure in accordance with the relevant Regulations.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
Oil filled electrical equipment (PCBs) *Including transformers; power factor capacitors and switchgear.*	***Significant***	• Contractor to carry out testing for PCB contamination in oils. • Record items prior to disposal to a licensed waste facility.	***Not Significant***	• PPE/RPE	*Site CPP & MS*

Risk Register

Fluorescent lighting *Exposure to mercury, PCBs (if manufactured prior to 1986)* *Sharps if broken*	***Significant***	• Separate units within Exclusion Zones. • Arrange testing of units to confirm units are PCB-free or remove the capacitors for separate disposal if manufactured prior to 1986.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
Refrigerants Drainage and proper disposal of all refrigerant gases and liquids which may remain in any air conditioning units, chillers, and refrigerators.	***Significant***	• Separate units within Exclusion Zones. • Engage services of specialist contractor to carry out the drainage and proper disposal of all refrigerant gases and liquids. • Drainage of each unit recorded and marked as drained. Proof of disposal including dates and quantities.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
Fire sensors *Smoke detector units may be of either optical or ionisation types (the latter containing small radioactive sources).*	***Significant***	• Contractor to establish types of detectors unit and ensure of preferred disposal route.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
Fire extinguishers *Carbon dioxide extinguishers are potentially asphyxiant if contents are released in confined spaces.*	***Significant***	• Collect and separate units within Exclusion Zones.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
C02 fire suppressant systems *CO2 is potentially an asphyxiant if released in confined spaces.*	***Significant***	• Check for decommissioning certification. • If necessary, engage the services of a specialist company to test all CO2 systems, and if necessary, decommission and safely remove all parts of the installation.	***Not Significant***	• PPE/RPE	*Site CPP & MS*
Ground conditions	***Significant***	• Specify minimum requirements and control measures for existing ground conditions (i.e. groundwater).	***Not Significant***	• Raise concerns in site induction, method statements and risk assessments.	*Site CPP & MS*

Risk Register

Identification of unidentified ACM's, Hazardous substances	***Significant***	• Specify minimum requirements and control measures for operatives on discovery (Safe System of Work).	***Not Significant***	• COSHH Material lists to be included within site inductions and toolbox talks and on site at all times.	*Site CPP & MS* *COSHH*
UXO (Un Exploded Ordnance)	***Significant***	• Research of UXO possibility in area • Probe with caution • Notify local authorities in advance of any works if there is a high risk of discovery	***Not Significant***	• Toolbox talks • Additional monitoring • Minimise plant / Operatives working	*Site CPP & MS*
Confined space working	***Significant***	• Minimize need for confined spaces entry. Works to be carried out from outside the confined space if possible. • Ensure only suitably qualified staff carries out entry.	***Not Significant***	• Works to be completed under a Permit to Work. • Check weather conditions prior to entry. Gas monitoring and PPE. Workers should be trained in confined spaces entry. • Emergency procedures to be implemented	*Site CPP & MS* *Permit to Work*
Hot works	***Significant***	• Substitute for another method if suitable / appropriate, i.e. shearing over hot cutting etc. • Specify requirement for safe system of work for all hot works. • Works to be completed under a Permit to Work. • Workers should be suitably trained.	***Not Significant***	• Provide extinguishers, masks/RPE, PPE, as necessary. • Establish and carry out fire watching procedures. • Establish Fire Plan for evacuation.	*Site CPP & MS* *Permit to Work*
Working at height	***Significant***	• Specify requirement for safe system of work. • Engineer an alternative solution; minimise need for working at height if possible; Works to be carried out by machine etc. if possible. • PPE to be used at all times.	***Not Significant***	• Works to be completed under a Permit to Work. • Check weather conditions prior to Works (wind, visibility etc.). • PPE (Harness etc.). • Emergency procedures to be implemented.	*Site CPP & MS*

		• Controlled Access.			
Crushing	***Significant***	• Correct training for operatives • Exclusion zone	***Not Significant***	• Continual monitoring of the crusher • Operative monitoring • Adequate water supply	*Site CPP & MS*
Use of compressed air / hydraulic and rotary percussive equipment *(Noise, dust, vibration)*	***Significant***	• Adequate suppression and containment measures. • Restrict access.	***Not Significant***	• PPE (gloves, goggles, ear defenders).	*Site CPP & MS*
Network Rail	***Significant***	• Understanding restrictions imposed under BAPA • Network Rail working rules • Delays to work	***Not Significant***	• Pre-Start Meetings • Full understanding of requirements • PTS trained operatives	NR Permit