



METHOD STATEMENT

TITLE: Soft Strip & Demolition – Hillingdon Hospital

MS No: CD/___/MS/rev01

Revision: 01

Date written: 27th August 2021

Revision 02

Date written: 29th September 2021 (P B Carberry)

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Date of issue:	27/08/21

CONTENTS

0. PRELIMINARIES	3
0.1 DOCUMENT HISTORY	3
0.2 CHANGE MARKING	3
0.3 EFFECTIVE PAGES	3
0.4 BIBLIOGRAPHY.....	3
0.4.1 ASSOCIATED PUBLICATIONS.....	3
0.4.2 GLOSSARY	4
METHOD STATEMENT DETAILS	5
PROJECT:	5
Title:.....	5
Works to be carried out:.....	5
1.....	5
SCOPE OF WORKS.....	5
Exact location of work:	5
Description of Work:.....	5
Duration of Work:.....	6
From:	6
Duration:	6
Daily work times:.....	6
Supervisor:.....	6
Total No of operatives required for the work:.....	6
2.....	6
Tools and Equipment.....	6
3.....	8
Sequence and Method of Work:	8
4.....	16
Supporting Documentation:	16
5.....	16
Permits required for the task:.....	16
6.....	16
HEALTH, SAFETY AND ENVIRONMENTAL RISK ASSESSMENTS/CONTROL MEASURES:	16
7.....	17
SUPERVISION AND TRAINING:	17
Supervision:	17
Training Specialist Competencies Requirements:.....	17
8.....	18
EMERGENCY ARRANGEMENTS:.....	18
8.1 Fire:	18
8.2 Accident:.....	18
8.3 Emergency Site Evacuation:	18
8.4 First Aid:	18
8.5 Environmental:	18
APPENDIX A – HAZARD ANALYSIS AND RISK ASSESSMENT	19
APPENDIX B – COSHH ASSESSMENTS	20
APPENDIX C – METHOD STATEMENT ISSUE FORM	21

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01****0. PRELIMINARIES****0.1 DOCUMENT HISTORY**

First Issued @ draft on 26/08/2021 by Matt Radley

Note: This is a controlled document issued under the authority of the Managing Director of Cantillon Ltd.

0.2 CHANGE MARKING

Where implemented, the revision sheet attached shows manuscript amendments or if a major change is required a vertical line in the right-hand margin has marked changes since the last revision of this document adjacent to the change.

0.3 EFFECTIVE PAGES

Document:	18
Appendices (Nos. of pages)	4
Total	22

Active pages table must be amended manually

0.4 BIBLIOGRAPHY**0.4.1 ASSOCIATED PUBLICATIONS**

(This list of publications includes documents that are used to help construct this Method Statement) (Refer to these publications with their reference number and not in full)

- [1] Cantillon Ltd Health and Safety Management System
- [2] Cantillon Ltd Environmental Management System
- [2] Cantillon Ltd Quality Assurance Management System
- [3] Cantillon Ltd Human Resources Management System – Disciplinary Policy
- [4] Health and Safety at Work etc Act 1974
- [5] Control of Asbestos Regulations 2012
- [6] CITB Construction Site Safety Notes
- [7] Construction (Design & Management) Regulations 2015
- [8] Control of Substances Hazardous to Health Regulations 2002
- [9] Electricity at Work Regulations 1989
- [10] Health and Safety (First Aid) Regulations, 1981
- [11] Health and Safety (Signs & Signals) Regulations 1996
- [12] HSE Guidance document (HSG 38) Lighting in the Workplace
- [13] Management of Health and Safety at Work Regulations 1999
- [14] Provision and Use of Work Equipment Regulations 1998
- [15] The Manual Handling Operations Regulations 1992
- [16] The Noise at Work Regulations 2005
- [17] The Personal Protective Equipment Regulations 1992
- [18] The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 2013
- [19] Environmental Protection Act 1990
- [20] Environmental Protection (Duty of Care) Regulations 1991
- [21] Environment Act 1995
- [22] Environmental Permitting (England and Wales) Regulations 2007
- [23] Hazardous Waste (England and Wales) Regulations 2005
- [24] Planning Policy Guidance (PPG) Notes
- [25] Pollution Prevention Control Act 1999
- [26] The Control of Pollution (Oil Storage) (England) Regulations 2001
- [27] The Hazardous Waste (Miscellaneous Amendments) Regulations 2015 (Hazardous Waste (Miscellaneous # Amendments) Regulations SI 2015/1360)
- [28] The Waste (England and Wales) Regulations 2011
- [29] Waste Management Licensing Regulations 2011
- [30] Water Industry Act 1991
- [31] Water Resource Act 1991
- [32] BS 6031 Code of Practice for Earthworks
- [33] Client's Health and Safety Plan/Safety Case/Policy

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01**

- [34] Environmental Protection Act 1990
- [35] New Roads and Street Works Act 1991
- [36] The Red Book – chapter 8

The above list is not exhaustive Cantillon ensures that all systems and devices are compliant with all relevant standards, regulations and any legislative requirements, throughout all areas of design, demolition and reinstatement etc. Cantillon assumes responsibility for ensuring that any regulatory or legislative changes are addressed and the necessary system changes to maintain compliance are implemented.

0.4.2 GLOSSARY

(List in alphabetical order all abbreviations used in the document)

CDM	Construction (Design & Management) Regulations
COSHH	Control of Substances Hazardous to Health
CPCS	Construction Plant Certification Scheme
CSCS	Construction Skills Certification Scheme
EHO	Environmental Health Officer
HSWA	Health and Safety at Work etc Act 1974
PPE	Personal Protection Equipment
REPs	Representatives
RIDDOR	The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 2013

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

METHOD STATEMENT DETAILS

PROJECT: Hillingdon Hospital	MS No: CDO ___/MS/001	Rev: 01
Title:	Soft Strip and Demolition	
Works to be carried out:	Soft stripping of multiple low storey structures and demolition	

1	SCOPE OF WORKS
Exact location of work:	• Ground floor • 1st floors • 2nd floors
Description of Work:	
The works will consist of the following: • Removal of all floor coverings, ceiling panels, doors, plaster board, timber, furniture and glass partitions; • Removal of all redundant M&E incl. cabling, duct work and electrical cupboards (no works within riser cupboards); • Removal of ductwork and pipework within risers • Working around live services • • Structural demolition of the following Units all as per Site Layout & Building Key shown in section 3 -Sequence of works :- Phase 1-Unit 17 Phase 2-Unit 4 Phase 3- canopy & ramp outside hospital entrance Unit 23, Units 1,2,3,5-6 ,7-8,9-10,11-12,15,19,21,53,72,72.77, Supporting Corridors (between Units 5-23) Supporting Corridors (between Units 1-5) TLC creche Covid 19 Procedures Please refer to: Hillingdon hospital-Site layout and Building key (03) 201 Rev W (extract below) Appendix A to SHEQ – 313, Control of Work and Product Realisation Covid 19 – Return to Work Risk Assessment CLC – Site Operating Procedures Version 6 CD449 – Covid 19 – Site Operating Standards	

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

Duration of Work:	From:	TBA	To:	TBA	Duration:	TBA
Daily work times:	Start time: 0700hrs to 1800hrs.					
Supervisor:	TBA					
Total No of operatives required for the work:	30 including subcontractors					

2	Tools and Equipment - Tick items required -add to the list if required							
Equipment To Be Used	Yes	No	Equipment to Be Used	Yes	No	Equipment to Be Used	Yes	No
Air compressor tools		X	Hoist – Elec or Mech		X	Wheelie bins	X	
Barriers and signage	X		Hydraulic hand tools		X	Pallet Trucks	X	
CAT Scan & Genny	X		LEV	X		Alloy podiums/towers	X	
Person Cradle		X	Lifting slings/chains		X	Mobile plant	X	
Crane		X	Scaffolding		X			
Electrical hand tools	X		Stepladders or Ladders		X			
Gas burning tools	X		Task Lighting	X				

Note

All demolition works will be carried out in full compliance of London Borough of Hillingdon guidance on Noise Dust and vibration pertaining to demolition sites within the Borough.

Cantillon will deploy our In-House Environmental engineer to design and install Noise, dust and vibration monitoring which will record real-time monitoring of all noise dust and vibration emissions issued within weekly reports to demonstrate full compliance.

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

BUILDING KEY

- | | |
|---|--|
| 1. ALDERBOURNE UNIT | 30. A and E EXTENSION |
| 2. GERIATRIC DAY HOSPITAL | 31. SURFACE WATER PUMPING STATION |
| 3. BEACONSFIELD | 32. MATERNITY BUILDING |
| 4. | 33. WOODLANDS CENTRE ELDERLY MENTALLY ILL UNIT |
| 5. QUEBEC WARD | 34. BEVAN WARD |
| 6. PINWOOD WARD | 35. THE FURZE |
| 7. OSTERLEY WARD | 36. RIVERSIDE |
| 8. CHURCHILL WARD | 37. 2 COLHAM GREEN ROAD |
| 9. MIDDLESEX WARD | 38. MEDICAL GAS COMPOUND |
| 10. LISTER WARD | 40. GENERATOR 1 FOR PLANTROOM A |
| 11. PAGETT WARD | 52. |
| 12. DIABETICARE UNIT | 53. OLD CRECHE |
| 13. TUDOR WING (Demolished 2008) | 58. NURSES HOME |
| 14. WILLOWS WARD (Demolished 2008) | 60. MAIN BOILERHOUSE |
| 15. PATHOLOGY OFFICE | 62. ESTATES OFFICES & WORKSHOPS |
| 16. MATRONS OFFICE / RESUS OFFICE | 65. |
| 17. RESEARCH HUT | 66. WATER TOWER |
| 18. ANNEX WARDS CORRIDOR | 67. |
| 19. TUDOR CENTRE | 68. STANDBY GENERATOR HOUSE |
| 20. GENERATOR / OXYGEN BLOCK | 69. MAIN GAS INTAKE |
| 21. HIGH VOLTAGE SWITCH GEAR AND PLANT ROOM | 70. INCINERATOR |
| 22. NIGHTINGALE CENTRE (AMU) | 71. FINANCE EXTENSION |
| 23. CATERING / MAIN RESTAURANT | 72. GREENACRES |
| 24. PODIUM / SEWAGE PUMP / CHP | 73. ADULT AUDIOLOGY |
| 25. TOWER BLOCK HIGH RISE (Floors 2-8) | 75. NEW DIABETIC CARE |
| 26. MAIN HOSPITAL ENTRANCE / CHAPEL | 77. POST GRADUATE MEDICAL CENTRE |
| 27. TOWER BLOCK LOW RISE (LGF, GF, and 1F) | 78. SEACOLE BUILDING |
| 28. LGF PODIUM | |

3

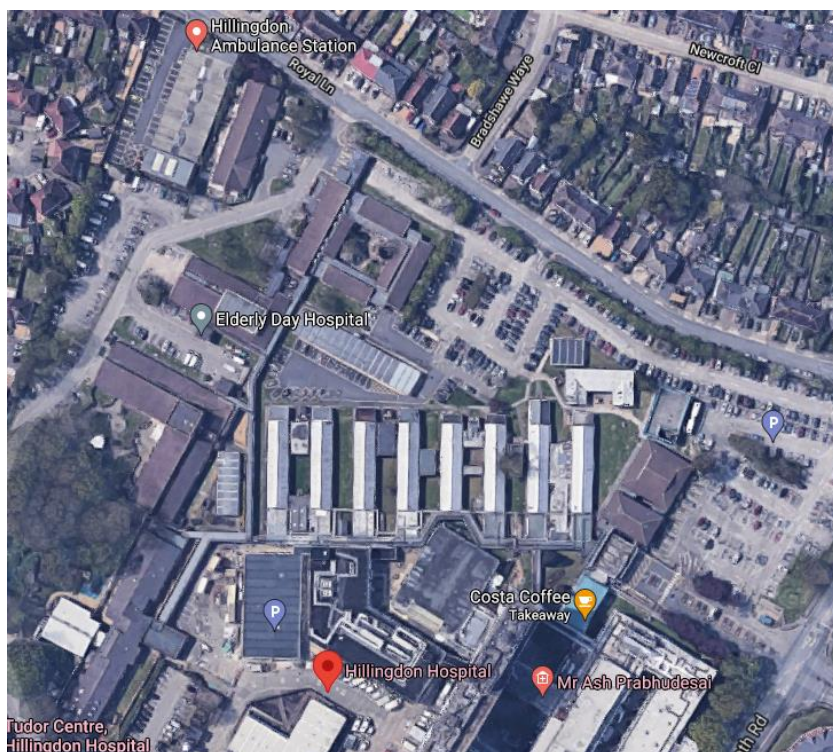
Sequence and Method of Work:



The screen capture on the left is taken from the Hillingdon Hospital Site Layout and Building Key, which highlights the structures to be demolished within Hillingdon Hospital.

The extract below this shows Hillingdon Hospital as shown on Google maps.

The structures to be demolished are mainly 2 storey structures of varying construction. The first activity on site will be installing secure perimeter hoarding to prevent unlawful access to the working areas. The asbestos removal will be carried out by our in-house asbestos removal division and no demolition will take place until the asbestos has been removed within that area. These works will be carried out by trained, competent and experienced operatives and will be covered by a separate method statement.



The sequence for demolition and service diversions will be developed and agreed with the Facilities Management team at Hillingdon Hospital as it will depend on when units are decanted and become available. This will allow a template for agreement of all traffic routes, in and out, processing areas, designated loading areas and parking for waste lorries and plant. These details will be within the Traffic Management Plan (TMP). A Health & Safety Plan will be produced along with a Fire and Evacuation Plan, which will be circulated amongst the project team for comments prior to the contract commencing during the mobilisation period.

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

In line with the Sustainable Design and Construction, Supplementary Planning Guidance (SPG) from The Mayor of London, we will use wherever possible, the waste hierarchy. The 'waste hierarchy' ranks the different ways in which waste can be treated so that it limits the number of resources used and waste generated. Developers should maximise the (re)use of existing resources and materials and minimise waste generated during the demolition and construction process through the implementation the following waste hierarchy:

- i Reduce;
- ii Reuse (prioritise on-site reuse of demolition materials, followed by offsite reuse);
- iii Recycle (prioritise on-site recycling, then off-site recycling);
- iv Resource recovery (for energy generation processes – fuels, heat and power); and
- v Disposal.

In line with the waste hierarchy, when selecting materials, the preferred approach should be:

- i the use of reclaimed materials;
- ii the use of materials with higher levels of recycled content; and
- iii the use of new materials.

i Reduce

Reducing waste, which is at the top of the waste hierarchy, would be our preferred option. This means, it is better to prevent waste being produced in the first place rather than to recycle or dispose of waste that is produced. We will focus on opportunities for waste reduction from the outset, at the earliest stages, as well as through better methods of purchasing and ways of working.

With the demolition, we will:

- safely remove the most valuable or more contaminating materials and fittings for later reuse or processing before work commences;
- optimise the reuse and recycling of demolition materials. We will use a 'demolition waste audit' - a process that describes the percentage of the materials present on a site which can be reused/recycled (either in the development site or one nearby);
- demonstrate that the most significant opportunities to increase the value of materials derived from recycled and reused content have been considered.
- to produce Site Waste Management Plans (SWMP) A Site Waste Management Plan can provide a framework for managing waste in line with the hierarchy by identifying types and quantities of materials for reuse/ recycling to reduce the amount of waste produced by construction projects.
- design for deconstruction (as explained above); and
- incorporate a 'material salvage phase', in which construction and surplus materials are recovered from the site.

Additionally, materials will be segregated into categories, e.g., timber waste, metal waste, concrete waste and general waste – to aid reuse or recycling.

ii Reuse

- identifying and segregating materials already on-site for reuse in the new development. Materials that can potentially be reused include:

- ◊ bricks, concrete,
- ◊ internal features – historic fireplaces, timber floorboards, doors,
- ◊ metal frames, plastics, granite, and
- ◊ sub-soil, top soil;
- making the materials not (re)used on-site available for reuse elsewhere.

Consider the exchange/sale/donation of construction site materials to waste recovery businesses.

iii Recycling

Recycling materials (either on-site/offsite), is the preferable solution only when waste minimisation 'reduce' or reuse are not feasible. The recycling of materials enables them to be made into something new. Every opportunity should be taken to recycle materials in the most cost and carbon dioxide efficient way. This can be done by, for example:

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01**

- identifying and segregating materials to promote closed loop recycling where materials are recycled back into the same material (for example recycling glass back into glass containers instead of aggregate.) This includes:
 - ◊ metals and high value materials,
 - ◊ timber, plasterboard, packaging, and
 - ◊ concrete crushed and re-used for concrete aggregate;
- considering ‘take-back’ schemes with suppliers for materials and packaging. This where suppliers take back any materials not used as well as any packaging the materials are delivered in; and
- making materials not reused onsite available for reuse elsewhere, as discussed above.

iv & v Other Recovery and Disposal

Disposal is the least preferred waste management approach. We would only consider disposal of materials and waste after all of the above approaches have been carried out. Disposal generally involves burying the materials in a landfill. Waste materials from construction and demolition activities are generally not suitable for energy generation. Where landfill is the only option for the materials developers should:

- identify materials that are contaminated and cannot be reused or recycled and arrange for their safe and legal disposal by the authorised waste management;
- remove all toxic and hazardous materials from a development site in accordance with any relevant legislation, unless they are integral to the structure or a feature to be retained, and any harm to environmental or public health should be mitigated; or
- limit waste disposal to minimise the amount of land fill tax that needs to be paid.

Sequence of works:

1. All persons working on site to receive a Cantillon site induction and if required an induction conducted by representatives from Hillingdon Hospital, method statement briefing, and daily activity/coordination briefing and shall be recorded in writing.
2. R & D Survey to be checked to identify any areas showing asbestos containing materials. Any areas identified within the survey shall be isolated and segregated until it is removed. This shall be covered under a separate document. Once the suspected ACM's have been identified, the client will confirm if materials are to be either removed or protected to be retained.
3. Traffic marshals / banksmen will be in place to control all vehicle and plant movements to and from site via the dedicated vehicle route as set out in the traffic management plan (TMP). The Cantillon marshals will be in contact via two-way radios for all collections and deliveries.
4. Live services entering the working areas shall be isolated back to the head or board at the riser cupboards on the floor by the Cantillon M&E contractor and confirmed by Cantillon. Isolation certification shall be issued by the Cantillon M&E contractor once both ends of the service have been physically cut and witnessed by Cantillon to confirm that the service has been isolated.
5. Loading away and disposal of soft strip material from site using designated loading areas
6. There will be installed temporary live power, lighting and water on site installed by Cantillon.

Works Methodology**Service isolations**

1. Initial isolations shall be carried out within the site to isolate the services running onto the working areas by the Cantillon M&E contractor, utilising service drawings and witnessed by Cantillon. Daily briefings to be held between the Cantillon M&E contractor and Cantillon floor supervisors and operatives.
2. Solid Barriers and signage shall be erected where the services are to be terminated to segregate the work area and act as edge protection for any raised floor removal during the following operation described below.
3. Ceiling grids and raised flooring shall then be removed to expose the services running to and from the buildings.
4. The exposed services shall then be confirmed as being isolated by working from a cut end.
5. Cables and pipework shall then be removed from a cut end across the floor plate and ceiling void as the soft stripping of the ceilings and floors are removed.
6. Fans and cooler units shall then be isolated by the Cantillon M&E contractor and degassed by the Cantillon M&E contractor, from their point of origin, especially if they fall outside the designated working areas to

- ensure that the A/C units on each floor level can be removed safely during the soft strip operation.
7. Special care shall be undertaken when identifying any live HV cabling crossing over the individual floors between risers. These shall be clearly marked by the M&E contractor.
 8. No works are to be completed in the risers or to live services by Cantillon operatives. No strip out to be completed without a permit from Cantillon – **Hold Point**.

Working Around Live Services



Where there are known live services that are to remain live and that run through the demolition area, they must be identified first prior to commencing the full strip out. To achieve this, with the assistance of the M&E contractor, the area of the live run will be uncovered by removing ceiling tiles and grids or carpet tiles and raised access flooring. The run will be identified along its length and carefully exposure by removing installed items by hand without using cutting tools within 1.0m of the live service.



Once the run has been safely uncovered, warning tape will be applied to the service and fixed to it along its run as shown in the top photograph.

Where there is material to be removed within the 1.0m zone or where the live service is attached to material that is to be removed and the service cannot be isolated, all works within the area will be carried out, as much as possible by hand, using hand tools to unbolt and remove materials around the service.



In the bottom photograph, where the black pipe crosses the live service, this will be unscrewed using grips and the pipework carefully removed from the area.

Where cutting within the 1.0m area is required, 110v recip saws will be used. Short cutting blades for the recip saw will be used only and the cutting will be carried out away from the service at all times to prevent the blade from coming into close contact with the service. Any works within this zone will be carried out with the supervisor in attendance at all times.

Where the service penetrates a wall or floor, the service must be traced by the Cantillon M&E contractor and marked up as previously described, so that the run of the live service is known and identified where it enters and exits the building.

Prior to commencing works in an area where there is a known live service, all the site operatives will be briefed on the method statement and especially the above procedure. The line of the live service will be shown to all operatives and a talk given within the area about working around live services.

Soft Stripping operation

1. Following the service isolations outside the risers, an isolation certificate will be issued to Cantillon from

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

- the Cantillon M&E contractor which will release the floor and then soft stripped following the method described below.
2. Carpet and carpet tiles shall be removed by lifting and rolling up carpet or lifting the tiles and stacking for removal from the floor. FFP3 / P3 half mask dust masks shall be worn for this activity in addition to standard 5-point PPE.
3. Where areas have been left exposed by other parties removing sections of the raised flooring, protection of these shall be covered over with plywood or red and white chapter 8 barriers to prevent any injury to site personnel.
4. Prior to the area being soft stripped it shall be segregated by erecting solid barriers and signage to make other personnel aware of the working area. A permit for the work area to ensure that the correct isolations and protection has been installed shall be obtained from the site management team of Cantillon.
5. **HOLD POINT** – No works to start without a permit in place.

Soft Stripping of ceiling grid, soffits and solid ceilings

6. Fluorescent tubes will be removed working from aluminium towers, erected by PASMA trained operatives, or podium steps prior to removal of the ceiling. All lights will be carefully removed by operatives wearing full PPE including gloves and eye protection.
7. All florescent tubes must be removed whole and stored in dedicated boxes (“coffins”) for removal from site by a licensed removal contractor.
8. Following the confirmation of the services being isolated, the removal of the ceiling grid shall commence from this point with the services being removed by tracing it back from a cut end. All cutting operations shall be carried out using cold cutting equipment (typically 110v reciprocating saws) for this activity.

HOLD POINT: NO SERVICE SHALL BE REMOVED WITHOUT TRACING IT BACK FROM A CUT END. IF THERE IS ANY DOUBT, STOP AND ASK.

9. Any pipework containing presumed asbestos gaskets shall be identified as the ceiling grid is removed and the removal of shall be covered under a separate MSRA.
10. Podium steps and mobile access towers shall be generally used to remove any materials above shoulder height. Where Podiums and access towers are not able to be used due to reduced floor plan areas, step ladders may be used, under a permit only, for short durations. To avoid using ladders where possible, the partitions shall be removed to open up the areas to gain access. Where it is unavoidable and ladders are required, they must be tied or footed at all times.
11. Materials shall be stripped and stacked on the floor or placed directly into wheeled bins for removal to the designated loading area. For solid ceilings, i.e., plasterboard ceilings, podium steps or aluminium towers will be used; working from one corner the plasterboard and supporting structure will be removed from the ceiling using hand tools once the immediate area underneath has been barriered off. By working systematically across the ceiling, the plasterboard will be removed and the surface cleaned and cleared using hand tools. The resultant debris will be placed within wheeled bins for removal.

HOLD POINT: NO COMBUSTIBLE MATERIALS SHALL BE LEFT STACKED ON THE FLOORS AT THE END OF THE SHIFT.

Soft Stripping of Timber partitions

12. Partitioning, internal glass screening, kitchen units, etc. shall be stripped out by dismantling and breaking down in to manageable pieces for removal from the individual floor level to the designated loading area.
13. Depending on the size of the door to be removed, doors shall be removed by 1 or 2 operatives where they shall take the weight of the door to be removed, whilst another operative release the hinges from the door or frame.
14. Due to the height of some of the doors being greater than 2m high, podium steps shall be used to gain access to the hinges at high level.
15. The door shall then be laid onto the floor where two operatives shall then either place it on a flatbed trolley with a clean protected surface and transport it to the hoist or walk it to the designated loading area for loading into bins within the loading area. Individual operatives shall not lift any load greater than they are happy to lift.
16. Partitioning shall then be removed by stripping off the panelling to expose the stud framework where it shall

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

then be dismantled from top down but cutting up with electrical power tools such as 110v or battery-operated reciprocating saws.

17. **HOLD POINT** - Checks & isolations permit to be in place before removal
18. Once dismantled onto the floor it shall be cut up into manageable pieces and loaded away into wheelie bins for transporting to the loading area. Traffic marshals in place at all times during vehicular movements with the designated loading area.

Soft Stripping of Glass Partitions

19. Additional PPE such as protective over sleeves and impact resistant goggles shall be required for this task. See risk assessment for PPE.
20. Internal glass partitions/doors shall be removed by two operatives supporting the glazing panel with suction pads, if required, while a third operative release the connecting brackets or framework and lowering it to the working floor onto plastic sheeting.
21. The panel/door shall then be wrapped in the plastic sheeting where it shall be shattered by hitting it with a sledge hammer, if the glazed section cannot be removed safely.
22. The shattered glass shall then be shovelled up into a wheelie bin for transporting to the loading area.

Soft Stripping of Raised Flooring

23. Isolation certs shall be issued prior to the raised flooring being removed and any services to remain shall be identified and marked by the Cantillon M&E contractor.
24. Raised flooring panels shall then be removed manually, by lifting the flooring panels in front of the risers, working back towards the main floor plate.
25. Care shall be taken in lifting these panels where services are to remain and shall be removed to trace the route of the service. These services shall be marked up as live as the floor is removed.
26. Solid barriers shall be erected to the work area prior to lifting the floor panels to segregate the works from other personnel.
27. As areas of flooring are removed the supporting metal stools shall be removed from the floor.
28. Flooring tiles shall be stacked on the floor plate as the floor is removed in an area segregated by barriers and signage. These shall be removed at a later date, where they shall be loaded onto trolleys and wheelie bins, where they shall be transported to the basement loading bay via the goods lift or the installed hoist at ground floor.
29. Tiles are not to be stacked in excess of 1500mm in height, to avoid falling over, or near windows or to overload the slab.
30. Extra care is to be taken to avoid tripping over exposed cables / services below the raised flooring.
31. Timber ramps will be installed to lift lobbies and stair cores, if required, once raised access floor tiles have been removed. This will ensure that suitable and safe access is maintained as a result of change in floor levels.

Loading away of materials

32. 40-yard bins shall be marshalled and placed in the designated loading bay by reversing them into place off the main gyratory system within the demise of the site and placing them within the designated area within the designated loading area, under the direct supervision of the traffic marshals provided by Cantillon.
33. The 40-yard bin will be lowered onto the loading bay roadway using the arm of the transport to guide the bin into its proposed position.
34. Operatives will transfer the waste materials into the waiting skips by wheeling the large wheelie bins into the skip once the doors are opened and secured. There will be no access into the bin from the side of the bin.
35. Once loaded and checked to ensure that the load is stable, the bin shall be sheeted and removed from the central courtyard whilst being guided by the traffic marshals.
36. The wagon shall then leave the loading area under the control of the TM's and be marshalled to the gyratory system observing the one-way route, where it will exit the demise of the hospital and join the public highways and leave site. Please refer to the Traffic Management Plan (TMP) for more information.
37. The above procedure will be repeated for further loading and removal.

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01****Salvaged / Retained Items**

Any items that are to be retained or salvaged will be identified prior to any works commencing and will be marked up on drawings and also on site by Cantillon.

Use of Oxy – Propane Cutting Equipment

In the event that there may be a requirement for the use of hot cutting techniques, the following procedure will be carried out.

1. The building management team (Hillingdon Hospital) will be liaised with in regards to bringing propane and oxygen bottles onto the estate.
2. Once agreed, a bottle store will be set up within an agreed area, within the open air and at least 3 metres away from any structure within its own dedicated fire point.
3. The bottles will be loaded into a gas trolley within the compound storage area.
4. They will be taken to the working area using the designated routes.
5. From the designated route they will be wheeled to the working area and the area segregated off.
6. A dedicated and separate fire point with fire extinguishers will be set up directly adjacent to the area.
7. The burner will then proceed to connect up the burning gear to the bottles, checking for any leaks using leak detection fluid.
8. A hot works permit will be applied for through Cantillon and all the conditions met prior to any hot cutting commencing.
9. A hose pipe will be run out and placed next to the area and then used to damp down the immediate area.
10. A fire watcher will be set up on the floor and also on the floor below and they will remain in place for one hour after the cutting and also during the breaks.
11. Any windows or doors within the area will be opened and if required, air movers will be installed to remove the fumes from the area to the open air.
12. The burner will then proceed to cut through the first section with the area surrounding the cut being sprayed down.
13. All combustibles will have previously been stripped out of the area, but an inspection will be carried out regardless with particular attention being paid to any voids within the slabs or ducts that could allow the hot sparks to enter any other areas.
14. The steelwork will be cut through and once cut, the ends sprayed with water to cool them down.
15. The cutting will proceed until all the steelwork has been cut through and removed.
16. At the end of the shift and during the fire watch, the bottles will be removed from the floor and stored outside within the locked bottle store within the designated compound area.
17. The hot works permit will be signed off and returned to Cantillon.
18. The above process will be repeated for each shift requiring the use of oxy-propane cutting equipment.

Structural Demolition

Once the sequence for the demolition has been identified along with working and transit routes, demolition plant will be delivered to the site. These will be 21t and 12t hydraulic tracked excavators fitted with demolition attachments. The plant will be delivered to the site entrance where the traffic marshals will be responsible for all vehicular movements in and out of the site. Under their direct supervision, the transport will be driven to a designated unloading area, where the plant will be unloaded by CPCS trained operatives.

An exclusion zone will be set up around the first building or series of buildings. Water hoses or Dustbusters will be positioned to ensure that the works are damped down to prevent the migration of dust from the demolition works. When safe to do, the demolition plant will then proceed to remove the roof and roof structure, setting it aside for processing and salvaging. This will involve removing the timber, slates, steelwork and tiles and sorting them into their respective waste streams for placing within 40-yard bins that will be positioned within designated areas close to the demolition area.

Once the roof structure has been removed to a predetermined point, the exterior walls will be removed, followed by any internal hard walls, exposing the 1st floor. If the 1st floor is constructed of concrete, the walls and floor will be removed and loaded away as hardcore. However, if the floors are timber, these will be segregated out and removed to

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01**

the timber bin for re-use or recycling. Following the removal of the floor the ground floor exterior walls will then be removed. Any installed pipework or metalwork will be segregated and placed within the relevant waste bin. The same procedure will be repeated until the entire structure has been demolished, segregated and loaded away. Waste will be transported using 40-yard bins and these will be exchanged as and when required, with the load being sheeted prior to removal from the site.

Following the removal of the superstructure, the ground floor slab will be cleaned and a CAT will be used to ensure that there are no services running under the slab, feeding other areas of the hospital. If any are discovered, the project team will be informed and works within that area will cease.

Impact breakers fitted to the hydraulic excavators will then proceed to break out the slab, whilst water is used for dust suppression, starting from one end, assisted by another excavator fitted within a pulveriser to remove any reinforcing rods. If required, oxy-propane cutting equipment will be used. The ground floor slab will be broken out along with any foundations and removed to a stockpile for either removal off site or for on site crushing, if required. Any resultant void will be filled with either imported fill and graded or with demolition site materials, whichever is specified.

Where a structure that is to be demolished is close to or abuts an existing structure, hand demolition techniques may be required using an access scaffold. This will be erected by a nominated approved scaffold company to facilitate the demolition. Working from the scaffolding, demolition operatives will then proceed to dismantle the structure carefully working from the top down, back to a point where it is safe for the hydraulic excavators to take over. Following this, the scaffold will be struck by the scaffold company and the demolition by mechanical means continued.

All of the outlying buildings identified will be demolished in the same manner as previously described. When the demolition and any remedial works have been carried out, transport will be delivered to site to take the demolition plant away and all internal hoardings and equipment will be removed and the site inspected and handed back to the project team or client.

Hold Points

- If during the course of the soft strip works, there are any changes or discoveries made that deviate from the planned works, the works will stop and the operatives will report this to their supervisor and in turn the site management.
- The area will be cordoned off from the rest of the working area and the change or variation will be investigated by the supervisor, site manager and project manager.
- A safe system of work will be drawn up and the method statement and risk assessment changed to include the variation.
- This will then be communicated to the work force via an explanation of method statement briefing and works will only commence only this has been done.
- This will be carried out for each and every change or discovery.

METHOD STATEMENT NO:**TITLE: CD/___/MS/001 – REV: 01**

4	Supporting Documentation:
Detail drawings, sketches, service drawings and calculations that are need to support the task, these may be in another document, if necessary, attach them to this document unless they are too large, ensure their exact locations and designation is written here.	
R & D Survey	COSHH Sheets
Service plans	Cantillon marked up drawings
Service isolation certificates from Cantillon	Soft Strip Risk Assessments
Soft Strip Specification	Technical specification

5	Permits required for the task: (List all permits required for the task and nominate the person responsible for issuing and maintaining the register of permits. Add rows as required.)		
	Type	Person	Appointment
	Access / Work Permit	TBA	Site Manager / Site Supervisor
	Hot Works	TBA	Site Manager / Site Supervisor

6	HEALTH, SAFETY AND ENVIRONMENTAL RISK ASSESSMENTS/CONTROL MEASURES:
(a) Identify risk(s) – Manual handling, HAV, noise, dust, flying debris, hot works, cuts and abrasions, slips and trips, traffic accident, impact with general public, working at height, Covid-19. (b) Risk Assessments – Soft Strip RA appended. (c) Control Measures – All operatives manual handling trained and lift in pairs where necessary avoiding manual handling where possible, wheel barrows / bins used to move materials, working times monitored when using power tools and HAV forms completed, job rotation used where necessary, hearing protection to be used when operating power tools, 2 hours on 2 hours off for noisy works, operatives involved in hot cutting will don eye protection grade 1 impact to BS EN 166B, P3 half mask to be worn, hand held water mist sprayers to be used to suppress dust, safety goggles and gloves to be worn, housekeeping kept to a high standard with leads kept out of walkways or taped down, deliveries / collections to be marshalled at all times, all work areas to be barriered off with appropriate signage in place, 2m distancing to be maintained wherever possible, where not possible i.e. team lifting then ensure PPE/RPE identified above is worn, ensure high level of hygiene and all tools equipment cleaned on completion of shift, all vehicular movements will be controlled by Cantillon traffic marshals and banksmen. (d) Protection for Third Parties – All work areas to be barriered off with appropriate signage in place and if materials are transferred through a public place then banksman must be in place at all times.	

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

7	SUPERVISION AND TRAINING: (List any supervision required other than the overall Supervisor required for the task)		
Supervision:		Name	Company:
Project Manager		TBA	Cantillon
Site Manager		TBA	Cantillon
Training Specialist Competencies Requirements: (Indicate what training is required add competencies as required)			
1st Aider(s)		Red Cross	PM/SM
Fit for Work Medical			All
Asbestos Awareness trained operatives			All personnel working within the building.
Demolition Operatives		CCDO	Site Management/Supervision
Site Operatives		CSCS	All

8	EMERGENCY ARRANGEMENTS:
8.1	Fire:
	Raise alarm and dial 999 if the fire is significant. Inform Cantillon and Cantillon Site Management Team as soon as possible. Fire trolleys positioned adjacent to site welfare and work areas. All as per Cantillon site fire plan, make your way to the Muster point – TBA The Cantillon / building management fire arrangements will be followed at all times.
8.2	Accident:
	All accidents will be reported to the Cantillon and Cantillon site manager immediately.
8.3	Emergency Site Evacuation:
	The Cantillon / Building Management procedures will be followed.
8.4	First Aid:
	First aid facilities will be located in the Cantillon welfare facilities.
8.5	Environmental:
	- Accidental Exposure to ACM's – Should suspected asbestos contaminated materials be accidentally exposed during the soft strip operations; the following procedure needs to be adhered to: - Stop all works in the vicinity immediately; - Install physical barriers around and isolate the area of suspected acm's; - Summon the Cantillon and Cantillon site and or project manager to investigate; - Cantillon management will assess suspected materials and will contact the Cantillon Asbestos manager, for further advise, should it be required; - The suspected acm's will be dampened down with water so as to mitigate the risk of airborne particles - Cantillon management will notify Cantillon should the suspected acm's be confirmed as true; - Operatives will then follow Cantillon Asbestos Emergency response procedures and inform Cantillon.

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

APPENDIX A – HAZARD ANALYSIS AND RISK ASSESSMENT

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

APPENDIX B – COSHH ASSESSMENTS

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

APPENDIX C – METHOD STATEMENT ISSUE FORM

PROJECT	HILLINGDON HOSPITAL	FULL MS DOCUMENT NO:	MS001
MS TITLE	SOFT STRIP & DEMOLITION	REVISION NO:	01
		DATE OF REVISION:	26.8.21

MANAGER/SUPERVISOR GIVING THE BRIEFING		DATE OF BRIEFING:	
NAME:			
SIGNATURE:			
APPOINTMENT:			
THE FOLLOWING HAVE EXPLAINED TO AND I HAVE CONFIRMED WITH ALL THOSE BRIEFED			
1	Scope of Works		
2	The hazard and risk Associated with the task or tasks		
3	Tools and equipment required		
4	Sequence and method of work		
5	Any supporting documentation required		
6	Permits I require for the task		
7	Health, safety and Environmental Risk Assessments/Control Measures:		
8	Supervision and training requirements		
9	The emergency arrangements		

I have been site inducted and I understand the information provided and that any queries or concerns I may have I will raise with my Site Supervisor/Manager or any member of Staff during this briefing or at any time thereafter.

I may also, in accordance with IMP-014 Stopping Work on H&S Grounds, stop work if: I feel that I have reasonable grounds to believe that the work I or others are about to commence or are carrying out is likely to endanger the Safety and or Health of me or others or result in a loss.

NAME	SIGNATURE	COMPANY	DATE

Add another sheet if required

[illegible]

METHOD STATEMENT NO:

TITLE: CD/___/MS/001 – REV: 01

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