GAIETY CINEMA

CITY ROAD

CARDIFFF

DEMOLITION METHOD STATEMENT

Prepared: 2nd Novemeber 2023

**GAIETY CINEMA, CITY ROAD, CARDIFF – DEMOLITION METHOD STATEMENT**

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# INTRODUCTION

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**It is the intention of the Client to demolish the existing Gaiety Cinema building down to ground level slab and to clear away all of the arisings.**

# BACKGROUND AND HISTORICAL DATA

**The subject building began its life in around 1912 when it became a cinema. Thereafter, it was used variously as a roller-skating rink; bingo hall; and latterly as a squat.**

# LOCATION OF THE WORKS

**The works are located in City Road, Cardiff, an area of mixed use, predominantly commercial but with some residential buildings close-by. The busy Richmond Road, City**

**Road, Crwys Road, Macintosh Place and Albany Road ‘crossroads’ is some 250 metres away.**

# PROJECT SCOPE

Removal of all asbestos-containing materials, generally at roof level. Soft strip of said resultant arising from site to licensed off-site facilities.

Demolition of all the single main building set on the site down to the top of the ground floor slab.

Process demolition making up levels in the demolition work area, as necessary, and use if removed from the site for re-cycling.

Protect existing services as required by Client.

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# PRELIMINARY OPERATIONS

* 1. ***Surveys***



## Bat Survey

## A bat survey has been conducted and is submitted as part of the application documents. A bat roost is present in the building. Accordingly, a protected species licence will be required from Natural Resources Wales (NRW). An application for such a licence will be made prior to the commencement of demolition, including soft stripping, and no works will be commenced until a licence is issued by NRW. The applicant will ensure that the precautions to protect bats, any mitigation measures and work practices as may be required by NRW as set in the licence will be adhered to.

## Services

No utility drawings are available and it is understood that no services are to be retained will be noted and communicated to the working party.

Any underground service in close proximity to the demolition works area are to be identified and protected. The Client is arranging for the disconnection of all incoming services and certification of their whereabouts and isolation points will be issued to employees prior to starting any works. A permit to dig system will be operated on site.

## Asbestos



An R&D survey will be issued as part of the documentation which identifies the presence of asbestos containing materials (ACM’s) within the property. All asbestos containing material identified in the report will be removed prior to commencement of demolition activities on site.

## Building Inspection Survey



The building is no longer suitable for habitation, but it is not deemed as unsafe for demolition. The only comment made is the necessity for top down demolition.

5.2 **Consultation**

As a pre-requisite, the demolished contractor and the Principal Designer will enter into consultation with all concerned parties on the agreement and request of the Client. Parties likely to be consulted outside the Client representation are:

Local authority highways (access, route finding, vehicle movements etc.) Police (routes, congestion, and parking)

Utilities (access for service terminations, diversions, etc.) General public (neighbouring buildings, businesses etc.)

As part of the consultation, concerns and requirements will be tabled, noted and taken into consideration within the methods adopted for the works. The Client would appoint an employee to deal with on-going consultation throughout the project. Procedures will be developed to resolve conflict within the project period. A Traffic Management Plan will be formulated specific to this project indicating the access routes into the works area from City Road.

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### Job method statement & risk assessment

The Company will undertake Risk Assessments and prepare Job Method Statements in order to determine potential hazards which may be encountered during work operations and to control the risks where the hazard cannot be eliminated.

Specific Risk Assessments and Job Method Statements will be developed for all work operations and these activities will be regularly reviewed to review any possible new or changed hazards. When any further risks have been identified they will be assessed and eliminated, substituted or controlled. These updates, together with the previous risk assessments, will be the basis of a review of the methodology for the activity.

Work will only be undertaken when Job Method Statements and Risk Assessments have been undertaken and controlling measures implemented.

All Risk Assessments will be undertaken by a competent person and the results will be brought to the attention of all employees concerned with the activity.

Job Method Statements are prepared using a standard format and are authorised and controlled. Employees will be provided with information, instruction and training regarding Job Method Statements and Risk Assessments including any control measures introduced and all staff will sign a Workforce Acknowledgement Form.

Should a Working Amendment to a Job Method Statement be required, this is undertaken using amendment forms. All roof work will have a specific JMS signed by a responsible person.

# ENVIRONMENTAL CONSIDERATIONS

### Environmental Policy Statement

The Company recognises that through its activities it has a direct impact on the environment and is committed to reducing this impact through a structured plan of monitoring and continuous improvement for pollution prevention, waste management, recycling, energy use and effective environmental management.

Some key environmental impacts are:

* + - Consumption of fuel by company vehicles
    - Waste generated through key business operations
    - Use of natural resources at the main office and operational site

To this end the Company will recycle as much of the waste materials produced during the core business activities as is currently possible thereby reducing the amount of material that is disposed of through landfill. This is continually reviewed and where new avenues for waste recycling become available we will assess its viability in respect of the business.

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Also the aim is to monitor the use of natural resources at the head office and to implement changes and improvements to reduce consumption of these resources and therefore impact on the environment.

Management will foster environmental awareness in the workforce and create a positive attitude to the environment. The Company will also provide sufficient training on environmental issues and shall communicate this policy to all persons who work for, or on behalf of the Company including sub- contractors.

A part of a continual improvement programme this policy will be subject to review on an annual basis.

### Environmental aims

The primary aim is to be fully committed to carry out its work with proper and genuine concern for the environment through continual improvement. The highest standards of environmental management will be adopted in all company business areas.

The company will endeavour to ensure that none of its work activities have an adverse effect on the environment, surrounding residential areas or natural wildlife habitats. The company will seek to adopt a total ‘cradle to grave’ assessment and responsibility for its activities.

Will ensure that all employees are adequately trained in environmental awareness and that consultation is maintained with employees for implementing control measures.

It is essential that to ensure that its day to day operations are compatible with the principles of sustainable development, but that any long term decisions are compatible with these principles.

Investment policy - all medium and long term financial investments should be made with environmental and ethical considerations taken into account. To this end, environmental and ethical investments are preferred to other investments although they must also perform as well as other investments.

Aim to recycle in excess of 95% of arisings from its demolition activities typically including but not limited to.

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All materials are separated into their respective waste streams as the soft strip and demolition activities progress and skips will be placed on site to ensure segregation. Waste transfer and consignment notes will be produced for each load that goes off site and a copy retained on site for reference.

A Site Waste Management Plan (SWMP) will be prepared identifying the anticipated quantities to be produced from the works and will be continually updated as materials leave site. The SWMP will be available for Client reference and issued with the Health and Safety File on completion.

### General control measures

Part A and B processes

Part A and B processes are listed under Schedule 1 Part A of the Environmental Protection (Prescribed Processes and Substances) Regulations 1991.

**Part A** relates to the processes that are potentially high polluting such as cement manufacture, asbestos processing, waste incineration and many more. The Control of Asbestos removal will be in accordance with each contracts specification, and will make reference to detailed Asbestos surveys and will comply with the current relevant regulations.

**Part B** processes cover less polluting releases to air such as tar and bitumen coating or aggregates, production of concrete, crushing operations etc. Part B processes cannot be operated without authorisation from the Local Authority in whose area they are situated. If these activities become a requirement under the contract, the Site Manager will be responsible for ensuring that all such operations are carried out with the requirements of the regulations. He will consult with the relevant statutory bodies and assure that all appropriate legislative and consultative procedures are gone through the necessary certifications and approvals are in place. Such operations will be controlled and monitored in accordance with predefined project work procedures.

### 6.4 Environmental monitoring Noise

Control of noise will be in accordance with the Control of Noise at Work Regulations 1989.

If the anticipated construction noise levels are higher than the existing surrounding noise levels liaison with the local authorities shall be established.

The Client will ensure that their works contractors select construction plant such as to maintain noise emission as the recommendations set out in BS 5228 ‘Noise Control on Construction and Open Sites’.

All sites will be subject to ‘at source noise monitoring’ by the Group Safety Department. The noise reports will be distributed to contract parties as required.

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Vibration

Control of vibration will be in accordance with requirements of the contract specification.

Will ensure that works by their sub- contractors shall be planned and undertaken utilising methods to minimise the nuisance caused by vibration.

Any work that may result in excessive ground vibration will be assessed prior to operations starting.

If required additional ground monitoring may be undertaken to ascertain levels.

Where required liaison will take place with statutory service providers in line with the mitigation and control of vibration.

### Dust/air pollution

All works shall be undertaken utilising all necessary and practical measures to avoid creating a dust nuisance. Control measures shall include:

No unauthorised or uncontrolled burning on site will be permitted.

Damping down of dusty materials and unpaved surfaces and reeds shall be done when necessary in dry weather.

Precautions shall be taken to limit smoke emissions or fumes from site plant or stored fuel oils. Plant shall be maintained and measures taken to ensure that it is not left running when not in use.

Crushing and breaking of concrete shall be suppressed by the use of a water spray.

### Sewers

Discharges into public sewers require the consent from the relevant sewerage undertaker. All discharges into the sewers will only be carried out following consultation with the sewerage undertaker and the formal issue of the necessary paperwork.

The license to discharge will be obtained from the local authority prior to work starting on site.

### Archaeology

Not Applicable.

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# SITE OPERATIONS

### Programme

The works will be carried out in the sequence to be agreed when the programme is formulated and the expected start date is to be confirmed by the Client and the works targeted to be completed in 6 weeks.

### Hours of Work

The proposed hours of work are:

08.00 to 18.00hrs Monday to Friday

No working on Saturdays, Sundays or public holidays without prior consent

Movement off site by road:

08.00 to 18.00hrs Monday to Friday

Consideration will be given to increased traffic movements during the working day and where necessary vehicle movements in and around the works area will be restricted.

### Site accommodation & compound

The following will be provided:

Site office and meeting room Welfare facility

Toilet facility

### Traffic Management

A traffic Management Plan will be developed at contract stage through consultation with the relevant authorities & client. It is acknowledged that the immediate area at the front of the site is generally subject to heavy congestion.

All deliveries to site will be limited to the restricted hours

Signage (where required) on the public highway is to conform to Chapter 9 of the highways code of practice

A dedicated route will be set up from the entrance to the compound with a separated route for walkways using pedestrian panels

All work areas are to be separated from traffic by a 1.8m Heras fence line. Site routes are to be signed with emergency escape routes highlighted

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### Security

The site will remain secure during all works. The access will be maintained and will be locked when the site is unoccupied. All visitors to the site will enter via a designated route to the compound area, which will be fully signed and clearly marked. All visitors to the site will be recorded on entering and leaving the site and will not be allowed on site unless accompanied by a representative of the company, or have undergone site induction training. Further Heras fencing will be erected within the site around the compound and specific work areas in accordance with

HSG 151 Protecting: Your Next Move

### Plant and equipment

All operational equipment will regularly be maintained and serviced and fitted with silencers and mufflers and operated in accordance with manufacturer’s specifications. All certificates will be made available for inspection on request, with a copy being retained in the Site File.

All plant and machinery operators will be the subject of a training programme and hold CPCS Certificates and Competence. Toolbox talks and site induction for all the working party will be undertaken prior to commencement on site and to any operators who join the workforce after commencement of the contract.

Fuel storage for the plant and equipment will be kept to a minimum and within a designated area.

### Fire prevention & first aid

The site will be subject to a project specific Fire Plan produced with the approval of the client and with due concern for the workforce & public alike. Any necessary “hot” works will be carried out in accordance with task method statement & risk assessments under a permit to work system and operatives will require medical monitoring appropriate with the work being carried out. A qualified First Aider will be on site at all times.

1. OUTLINE METHOD OF WORK

## General

The works would be carried out in the sequence shown on the tender programme.

## Preliminary works

## Confirm services located

Carry out surveys (To be agreed with the Client representative)

Put in place Site accommodation and welfare facilities

A 1.8 high, Heras fencing

Confirm R&D location of ACM’S within the buildings using spray paint. This will be communicated to the entire working party by means of inductions, Toolbox Talks and Daily Activity Briefings.

Serve all notices required

Obtain protected species licence prior to commencement of demolition

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## Outline Methodology

**PPE to be Worn**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Personal protective and respiratory protective equipment (PPE & RPE) to be used:** | | | | |
|  | | | | |
| **a. Type** | **b.** | **Make and model:** | **c.** | **To protect against:** |

|  |  |  |
| --- | --- | --- |
| Hard Hat | JSP (EN 397) or similar | Head injury from falling objects |
| High Visibility | Rugbi (EN 471) or similar | Injury from contact with moving traffic |
| Safety Boots | Goliath (EN ISO 20345 S1P) or similar | Damage to feet and toes |
| Overalls | Rugbi (BE-RPCBS - cotton boilersuit) or similar | Cuts / abrasions from general use |

Glasses / Goggles Bolle Silium (EN 166) or similar Airborne dust, during abrasive

wheel use and impact from foreign objects

Gloves Orange Latex

(Cat II EN388 2.2.4.3) Cuts to hands / abrasions

|  |  |  |
| --- | --- | --- |
| Mask | Disposable 3M with FFP3 filter/ Sundstrom or Protector half maSK with P3 filter | Airborne fibres from fibreglass insulation, dust etc. |
| Ear Defenders | Peltor (EN 352) or similar. | Damage to hearing from use of |

power tools

R.P.E Protector / Sundstrom Half Provide respiratory protection Mask & P3 Filter against dust, mists, burning

fumes.

FFP3 / Dust Mask Inhalation of dust during abrasive wheel use

## Soft Stripping

As a part of the briefing process for this work procedure, operatives will be made aware that although asbestos has been found in the Refurbishment and Demolition Survey and removed in advance or being removed as part of the soft strip process there is a possibility, given the age and nature of the building, that additional asbestos may be discovered during the removal of loose items/soft strip.

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* 1. If personnel suspect that any material contains any form of asbestos, work is to stop immediately and the site supervisor, Contracts Manager and Client informed. The area will then be sealed off and warning signs positioned stating that there may be asbestos present. A sample will be taken and analysed by an independent laboratory - if proved negative works may resume, appropriate certification issued and works can recommence. If a positive result comes back then the Client will decide on the next course of action.
  2. The demolition contractor is to be in receipt of written confirmation of the service terminations from the Client prior to removing fixtures and fittings and disturbing the fabric of the building.
  3. Any materials found (liquids, gases, solids) which cannot be clearly identified will be carefully placed into a quarantine area on site (fenced area) for subsequent identification by an independent chemist before subsequent disposal.

## Soft Strip

* 1. Working in a methodical fashion from an agreed location within the building, operatives will generally remove the following items:

Doors

Skirting Boards Floor coverings Handrails Cupboards

Any other timber items Plasterboard partitions False ceilings

* 1. Any items that require removing which are situated at height will be accessed off scaffold towers or podium steps. Such towers must be erected in accordance with the manufacturer’s instruction by PASMA trained operatives only.
  2. Materials removed are to be carried to a skip outside the building or, if the skip is at a distance away, place outside the building for transport by skid steer loader / mini excavator to the skip.

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## Removal of Partition Walls

* 1. These will be removed by operatives breaking the plasterboard cover to reveal the timber frame. The plasterboard will be removed using bars by prising the plasterboard away from the frame. This will then be collected and placed into segregated skips with the debris swept up, placed into a wheelbarrow for transport to the same skip.

## Removal of Doors and Door Frames

* 1. Accessible door furniture will be removed using hand tools and placed into a bin for removal to the appropriate skip. Doors will be removed in the same way as cupboard doors i.e. place a bar between the door and the frame and apply pressure to force the hinges from the frame. Fixings will then be removed from the door allowing disposal of the door and its fixings in the appropriate waste stream.
  2. The door frames will be removed by working a bar between the frame and the wall (using a sledge hammer or club hammer if necessary) and applying pressure to remove the frame from the wall. Once removed, the timbers and fixings will be disposed of to the correct skip.

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## Demolition

1. The demolition contractor must be in receipt of written confirmation of the service termination from the Client prior to demolition of the buildings.
2. The site is to be Heras fenced, with the only access being the gates down on the main site frontage in City Road which will be locked at all times. A sign displaying the Site Supervisor’s name and contact number will be displayed on the gate. The contractor is mindful of the properties around and shall be vigilant in the security of the site at all times. Where necessary, 24hr security will be provided.
3. The building will have been soft stripped (as stated above) back to the building fabric with all of the stripped materials removed from site, thus helping to ensure a safe and cleaner site.
4. The supervisor will ensure that all operatives involved in these works understand the JMS and are signed up to it before demolition begins.

## Demolition of the building

*Note*

The supervisor will walk the building prior to the machine action, when satisfied that no persons are within, the machines will be put to work, he will also ensure that any water suppression system used is fit for purpose.

## Handling / Recycling / Disposal of Arising.

1. As the demolition of the structure progresses, the differing materials will be removed and placed into temporary stockpiles according to their future use. The rubble crushed on site for re-use.
2. All clean, untreated timber will be stockpiled for shredding / recycling and off site deposition, if required.
3. The plastics etc. will be recycled where practicable (upvc etc.) but the remainder will be sent to a licensed disposal facility off site.
4. All plasterboard will be recycled in accordance with HSE guidelines at an approved facility.
5. All treated timber will be taken offsite to a registered landfill facility.
6. All steelwork is to be retained by the demolition contractor and sent to an offsite facility.
7. Any roof felt will be taken off site to a licensed landfill facility.

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## Foundations and Floor Slabs

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1. The floor slab and foundations are to remain in situ until such time as the Client directs otherwise.
2. The site supervisor will undertake a CAT Scan around the building footprint to ensure no live services are feeding or passing under the building floor slab and foundations.
3. The presence of any known services will be marked on the ground with spray paint and communicated to the working party. The electricity compound at the rear of the site is known to all and the contractor will liaise with SWEB prior to work commencement.
4. A Permit to Dig (PTD) will then be produced and signed by the Supervisor prior to breaking ground. He shall ensure the plant operator and banksman are fully briefed on the presence of any services / obstructions.
5. Any service ducts and basements are to be filled back with suitable site material, unless otherwise directed.
6. Consideration is to be given to local residential and commercial buildings and its residents during vehicle movements in and out of the site.

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## Health and Safety content of the job:

General

1. Only suitably experienced, competent operatives holding a recognised training accreditation will be utilised on the project (CSCS / CCDO / CPCS).
2. All operatives are to receive a formal site induction prior to commencement of any activities on site.
3. Following the formal induction all operatives involved in the works are to receive a RAMS and COSHH (where applicable) briefing prior to commencement. Each individual is to be aware of his individual role and responsibilities and shall be competent to undertake the task required. The respective briefing sheets are to be completed by the operatives to confirm they fully understand the requirements. Operatives training records shall be available for inspection in Head Office.
4. All operatives shall be issued with and wear the appropriate PPE and RPE as detailed in Section 13 above. The minimum requirement shall be hard hat, high visibility vest/coat and safety boots. Additional PPE and RPE will be required for specific activities and this will be detailed in the respective RAMS document.
5. Site Supervisor is to be in attendance for the duration of the project and will liaise with the Contracts Manager and the Client’s site representative on project related matters. Should the Supervisor be required to leave site for any length of time, he will ensure the handover sheet is completed and control of the site passed to a competent member of staff.

## Daily Requirements

1. The Supervisor will undertake daily PPE compliance checks and record the results in accordance with Company procedures. Appropriate disciplinary measures will be taken on any individual who persistently fails to comply.
2. Daily fence checks will be undertaken and recorded by a nominated member of staff at the start and end of each working day. The site will be secure at all times and will only be accessed by ringing the Supervisor’s contact details on the gated entrance.
3. Toolbox Talks will be given by the Site Supervisor prior to undertaking any new activities, the results of which are to be recorded and retained in the main Site File. A minimum of five will be completed through the working week and any more the Supervisor or Contracts Manager deems necessary.
4. All operatives are to complete the site register whenever they attend of leave site. This is located within the welfare facilities.

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## First Aid

1. Ensure the first aid facilities on site are sufficient for the number of operatives.
2. Trained First Aider or Appointed Person to be on site at all times during the working day.
3. Adequate signage to be displayed within the site set up to show location of First Aid facilities and all operatives to be briefed during the induction.

## Work at Height

1. All work at height is to be undertaken only with adequate edge protection in place. Any portable scaffold is to be erected by PASMA trained operatives only and in accordance with the manufacturer’s recommendations. The use of podium steps is permitted for short duration work but at no time shall soft strip activities be undertaken from a ladder or stepladder.

## Housekeeping

1. Check the workplace is free from hazards at the start of each working day.
2. Always store articles away in a safe place after use and at the end of each working day.
3. Clear up any spillages immediately.
4. Ensure waste materials are properly segregated and stored and wherever possible transferred to the skips without delay.

## Hand and Power Tools

1. All hand tools used in the execution of the project are to fit the purpose intended inspected prior to use and the results recorded. Any damaged tools are to be properly discarded and replaced.
2. All power tools are to be PAT tested and have a current inspection certificate. Again they are to be checked by the individual prior to use and the results recorded. Only the use of 110v appliances will be permitted on site; at no time shall a 240v supply be allowed.

## Access Routes

1. All traffic movements in and around the site are to be controlled by means of designated banksmen.
2. Only designated access routes to be utilised to the place of work as identified in the Traffic Management Plan.

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1. Escape routes for operatives shall be sprayed clearly on the internal wall of the building with road paint and the working team briefed on their location. Access routes within the building to be kept clear of materials etc.
2. Access routes for emergency vehicles in and around the site are to be maintained as identified on the Traffic Management Plan.

## Controlled Dropping

1. Any controlled dropping of materials from height to be undertaken only with a fenced off exclusion zone below, controlled by the presence of a banksman situated outside the fence who shall be in contact with the operative at height. Signs are to be placed on the Heras fencing to warn against unauthorised access during the controlled operation.
2. Any openings created by the removal of windows for the purpose of controlled dropping of materials are to have adequate edge protection, with an intermediate and top rail set no lower than 1050mm from where the operative stands.

## Fire Prevention

1. The working area and access routes are to be periodically cleaned and the deleterious materials removed from the building and placed in skips for recycling / disposal off site.

## Manual Handling

1. Assess each object to be lifted and only where necessary use aids for lifting like trolleys, chutes and access equipment.
2. Do not lift any load which may cause injury, seek assistance where required.
3. Adopt correct techniques for lifting – bend the knees, keep the back straight and carry objects shoulder and hip height.

## Abrasive Wheels

1. All persons using abrasive wheels are to be competent and suitably trained.
2. Inspect all disc cutters, reciprocating saws etc. before use and record the results.
3. Ensure guards are in position during user and the correct PPE is worn i.e. gloves, glasses, ear defenders, overalls, hard hat and safety boots.

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# PROJECT ORGANISATION

The Site is to be managed on a day to day basis by the demolition contractor who shall in turn report directly to the Contracts Manager who will visit the site between 1-2 times a week and more if necessary.

# TRAINING

Training is undertaken internally and externally as required. Should insufficiently trained and qualified labour be available locally, the demolition contractor will instigate a system of training to provide adequate local labour levels.

Areas in which training is undertaken include the following: Plant operation

Safety awareness Abrasive wheels First aid

Asbestos removal/supervision Demolition operative training Safety management for managers Policy/arrangements

Manual handling Working at height