

Purpose

To provide demolition contractors with a clear understanding of St William / St James requirements for demolition operations to ensure they are adequately resourced and planned.

Scope

Applies to all demolition operations.

Main Requirements

| Item | Requirements |
|-------------------------|---|
| Work Planning | <p>St William / St James implement a Safe System of Work Procedure. This involves the contractor submitting an H&S Management Plan (which includes a demolition plan which provides clear information for ensuring adequate cooperation, co-ordination and planning between all members of the project team and the demolition contractor) for review at pre-start. Following review of this management plan a number of task plans will be agreed with the St William / St James Project Management Team before works commence.</p> <p>Typical task plan requirements could include the following:</p> <ul style="list-style-type: none"> • Soft strip • Window removal • Lift car removal • Asbestos removal (Non- Licensed / Licensed where required) • Scaffold Installation, alteration and dismantle • Structural demolition – e.g. by hand/by machine • Loading and unloading vehicles • Establishing/maintaining exclusion zones during demolition operations • Installation, use and dismantle of temporary works. • Protection of party walls/third party assets • Service isolations • Hot cutting – Oxy/Propane/acetylene • Operation of cutting/crushing equipment • Confined space entry • Welfare/site set-up – Demo plan <p>The above are examples, St William / St James may require additional plans depending on site conditions.</p> <p>The task plans will be written by the supervisor and reviewed by St William / St James. The supervisor will then brief site operatives on the task plan prior to undertaking works. The briefing will be recorded on the task plan template.</p> |
| Procurement of Scaffold | <p>Where St William / St James are Principle Contractor; scaffolding may be packaged with other works, within a single PSI if all of the following conditions are met; The contractor awarded the PSI must:</p> <ol style="list-style-type: none"> i) assess the competence of their selected scaffolding contractor; ii) demonstrate that they have experience of managing scaffolding operations; iii) provide evidence of their site-based management holding scaffold inspection qualifications. |

Contractor Requirements – Demolition



| Item | Requirements |
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| | The packaging of scaffolding with other works must be authorised by the St William / St James Chairman. |
| Training & Competency Requirements | <p>St William / St James expects operatives to arrive at induction with appropriate demolition training. Demolition operatives must hold a relevant CCDO card and plant operators must hold an appropriate CPCS or NPORS card; examples of acceptable cards include:</p> <p>Demolition Labourer Level 1 - Green CCDO Card Demolition Apprentice Level 2 – Red Trainee CCDO Card Trained Operative Demolition and Refurbishment - Red Trainee CCDO Card Demolition and Refurbishment NVQ Level 2 – Blue Skilled CCDO Card Demolition Top Man – Red Trainee CCDO Card Demolition Top Man NVQ Level 2 – Blue Skilled CCDO Card Demolition Trained Operative Charge Hand – Red Trained Operative CCDO Card Demolition Charge Hand NVQ Level 3 – Grey CCDO Card Demolition Trained Operative Supervisor – Red Trained Operative CCDO Card Demolition Supervisor NVQ Level 3+ - Gold Supervisor CCDO Card Demolition Trained Operative Demolition Manager – Red Trained Operative CCDO Card Demolition Manager NVQ Level 6 – Black Manager CCDO Card</p> <p>CPCS (D90) - Demolition Plant There are 5 separate endorsements for this category; these are:</p> <ul style="list-style-type: none"> •D90A: Demolition Plant – Material Processing •D90B: Demolition Plant – Up to 10 Tonnes •D90C: Demolition Plant – Demolishing up to 15 Metres •D90D: Demolition Plant - Demolishing up to 30 Metres •D90E: Demolition Plan - Demolishing all Heights <p>CPCS (A42) - Crusher Courses and Testing CPCS (A43) - Screener Courses and Testing Asbestos Awareness Course Temporary Works Supervisor Training Temporary Works Co-ordinator Training</p> |

Contractor Requirements – Demolition



| Item | Requirements | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | <p>Should an operative arrive on site without an appropriate competency card, the contractor is required to prepare a training plan (SW-F 4.2H Operative Competence Assessment) to St William / St James for review and authorisation, prior to allowing the operative to start on site.</p> <p>In addition to the requirements above the following training requirements will be applicable:</p> <ul style="list-style-type: none">• Supervisor/Manager – SSSTS/SMSTS• Safe Use of Oxygen/Fuel Cutting Course – 1 day course• CAT Scan – CAT & Genny Training• Face Fit Testing - Fit Test Operator Training - Qualitative• Confined Space – Applicable City & Guilds qualification• Lifting – Applicable CPCS/NPORS for AP, Crane Supervisor or Slinger• Banksman/Traffic Marshal – CPCS/NPORS• Plant operators – Evidence of familiarisation training and fit for work cert (within past 12 months). <p>Ratio of Contractor Managers / Supervisors to Operatives</p> <p>The following ratios of trade contractor managers/supervisors to operatives shall be maintained on site as a minimum:</p> <table><tr><th colspan="5">Trade Type 3 / High Risk</th></tr><tr><td>Example Trades:</td><td colspan="4">Ground Remediation / Demolition / Piling / Groundwork / Civil Engineering / PCC Floors /RC Frame / Roof Carpentry / Scaffolding / Steel Erection / Any trade acting as Principal Contractor & other unspecified, similar high risk trades</td></tr><tr><th colspan="5">Number of Operatives on site</th></tr><tr><th>Up to 4</th><th>Up to 15</th><th>Up to 30</th><th>Up to 60</th><th>Each 30 thereafter</th></tr><tr><td>1 x SSSTS + visiting SMSTS</td><td>1 x SMSTS</td><td>1 x SMSTS + 2 x SSSTS</td><td>2 x SMSTS + 3 x SSSTS</td><td>1 x SMSTS + 2x SSSTS</td></tr></table> | Trade Type 3 / High Risk | | | | | Example Trades: | Ground Remediation / Demolition / Piling / Groundwork / Civil Engineering / PCC Floors /RC Frame / Roof Carpentry / Scaffolding / Steel Erection / Any trade acting as Principal Contractor & other unspecified, similar high risk trades | | | | Number of Operatives on site | | | | | Up to 4 | Up to 15 | Up to 30 | Up to 60 | Each 30 thereafter | 1 x SSSTS + visiting SMSTS | 1 x SMSTS | 1 x SMSTS + 2 x SSSTS | 2 x SMSTS + 3 x SSSTS | 1 x SMSTS + 2x SSSTS |
| Trade Type 3 / High Risk | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Plant & Equipment | <p>Before first use on site, demolition contractors intending to use oxy / fuel equipment shall provide the relevant St William / St James Manager with evidence that cylinder regulators have undergone an inspection by a competent person within the previous twelve months. All flammable gas equipment must also be fitted with flashback arrestors, which are less than five years old.</p> <p>Ensure any machinery used is fit for purpose, used in safe working spaces and adequately protected, e.g. ‘Falling Object Protection System’ (FOPS) to the front and top of machine operating cabs, and the establishment of exclusion zones.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permits to Work | <p>St William / St James will expect the following permits to work to be completed by the relevant Supervisor prior to undertaking works:</p> <ul style="list-style-type: none">• Where the demolition contractor is not “Principal Contractor”, complete a Permit to Demolish for each structure to be demolished/part-demolished, prior to commencing demolition.• Confined Space Permit to be completed prior to accessing areas designated as confined spaces. | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <ul style="list-style-type: none"> Hot Works Permit to be completed on a daily basis Permit to Proceed to be completed prior to taking temporary works in use. |
| Temporary Works | <p>Where the Demolition Contractor are appointed as Principal Contractor (as defined by the CDM Regulations) they must have a written procedure for the management of temporary works that complies with the requirements of BS5975. They must appoint a competent and qualified temporary works co-ordinator and supervisor to oversee the implementation of their procedure on site.</p> <p>Where St William / St James are appointed as Principal Contractor, St William / St James will appoint a temporary works co-ordinator (TWC) to the site. The demolition contractor must have a temporary works procedure and appoint a TWC to oversee the implementation of their procedure on site.</p> <p>Each element of temporary works will require; a design brief, a construction issue design, an appropriate design check and a task plan covering the installation and dismantle SSOW prior to commencing works.</p> <p>A permit to proceed must be issued when taking temporary works into use or striking. The person responsible for issuing the permit and undertaking any subsequent inspections will be identified during the pre-start meeting.</p> <p>Temporary works designs must be produced by a competent engineer. The contractor must issue CV's to the St William / St James TWC for review prior to undertaking any temporary works.</p> <p>Contractor TWCs or TWS, in addition to being a competent Supervisor (see training and competency requirements above), must have evidence of formal temporary works training.</p> <p>Typical temporary works requirements will include the following:</p> <ul style="list-style-type: none"> Moving plant between floors Support systems and propping Party wall support Scaffolding Hoarding Haul roads/ramps <p>Further temporary works requirements will be identified by the contractor and St William / St James.</p> |
| Lifting Requirements | <p>Lifting activities must be appropriately planned by a CPCS/NPORS qualified Appointed Person.</p> <p>All lift plans must be recorded on a Lifting Risk Assessment, and authorised by the St William / St James Appointed Person for Lifting before lifting commences.</p> <p>Where excavators are used as cranes the operator must hold either all duties or a lifting operations designation on their CPCS card.</p> |
| Exclusion Zones | <p>Exclusion zone requirements must be identified within the relevant task plan. Exclusion zones will be demarcated using physical barriers and warning signage.</p> <p>The contractor will be required to co-ordinate their exclusion zones with St William / St James daily.</p> |
| Other requirements | <p>Ensure that utilities/services (e.g. gas, electricity, water, telecommunications) are disconnected / isolated before demolition work commences. If this is not possible, services must be labelled clearly and protected to make sure they are not disturbed. Service disconnection certificates must be obtained and available on site before any demolition work commences.</p> |