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RISK ASSESSMENT AND METHOD STATEMENT

Concrete breakout, Unit 3, Canal Side Business Park, Stockport

Hollins & Reed Contracting Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Contracting Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport
Planned dates	12 to 14 October 2026
Customer	Thornley Vale Estates Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Concrete breakout
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Local nonstructural breakout. Areas: As marked on the client's site plan

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Unit 3, Canal Side Business Park, Stockport. Dan Hollins calls 999 and meets the ambulance.

Planned method

1 **Set up the work area**
Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 **Confirm the concrete and boundary**
Read the current information and mark only the local area approved for breakout. Stop if the structure, material or boundary differs from the record.

3 **Check for asbestos before you disturb anything**
Check the asbestos survey covers exactly what you will disturb, to the full depth. Register only, or nothing: get a refurbishment survey or a sample first. Read what it says about old boards, coatings or insulation around the concrete. No survey, or a material you do not recognise: stop and get it checked.

4 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

5 **Control concrete dust at source**
Use the agreed water, extraction or contained method while breaking. Use the RPE required by the assessment and keep people out of the dusty area.

6 **Use a suitable, maintained tool**
Use the agreed hand tool or light breaker for the concrete and boundary. Keep the tool maintained and stop if the material needs more force or a different method. Note how long each person's hands are on each tool while it runs. Take the tool's vibration figure from the maker or HSE's table and check it fits how you use it. Points per hour times hours on the trigger, added up for the day, gives the exposure: 100 points is the action value, 400 is the limit. HSE's vibration calculator does the sum. Over 100, cut it with lower-vibration kit or less time, and never pass 400. Write the result down. Sharing the work does not replace this.

7 **Keep fragments inside the work zone**
Break in the agreed sequence and use screens where fragments could travel. Keep the remaining concrete stable as the area is opened.

8 **Remove fragments by the planned route**
Carry small pieces or use the planned trolley route without blocking access. Keep waste stable and clear the route as the breakout continues.

9 **Protect and hand back the area**
Check the exposed area and leave it protected for the next trade. Barrier or cover any exposed edge or hole before handback.

10 **Clear and hand back the area**
Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
Removing concrete that supports a structure or contains an unplanned service Step 2	The breakout worker and people near the work	Use the current survey and method for the exact area. Escalate unexpected reinforcement, a void or any movement.
Breathing asbestos fibres from old boards, sheets, sealants or insulation Step 3	The team and anyone in the building	Do not cut, drill or break any material until it is confirmed asbestos free. Licensed work is not for this method; hand it to a licensed contractor.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 4	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Respirable silica dust reaches the worker or nearby people Step 5	The breakout worker and people nearby	Start dust control before the tool touches the concrete. Stop if the water, extraction or containment fails.
Vibration, noise or loss of control during powered breakout Step 6	The breakout worker and nearby trades	Use the lowest-vibration suitable equipment. Note how long each person's hands are on each tool while it runs. Take the tool's vibration figure from the maker or HSE's table and check it fits how you use it. Points per hour times hours on the trigger, added up for the day, gives the exposure: 100 points is the action value, 400 is the limit. HSE's vibration calculator does the sum. Over 100, cut it with lower-vibration kit or less time, and never pass 400. Write the result down. Sharing the work does not replace this. Report loss of control.
Flying fragments or unexpected movement of the remaining concrete Step 7	The breakout worker and people outside the zone	Maintain the exclusion area through the work. Stop and report movement, cracking or an unexpected void.
Strains, trips or dropped concrete during waste handling Step 8	The breakout team and people using the route	Use a trolley for awkward pieces. Do not leave loose debris where people pass.

Hazard	Who might be harmed and how	Controls in place
Trips or an unprotected opening after breakout Step 9	The breakout team and following trades	Keep barriers or covers in place until the next work makes the area safe. Tell the next trade what was exposed or left incomplete.
Debris, tools or unfinished work left in the area Step 10	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.