

# WP 029 D Historic Environment Works – Eagle and Tun Public House, Birmingham – Enabling Works North Contract

## Location Specific Written Scheme of Investigation for Historic Building Recording

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# 1 Executive Summary

- 1.1.1 This Location Specific Written Scheme of Investigation (LS-WSI) details the means by which a programme of historic building recording will be delivered and resourced for the Eagle and Tun Public House at the corner of Banbury Street and New Canal Street in Birmingham (the 'Site'). It also identifies the timescales and proposed programme for the works. This LS-WSI is based on the Project Plan for Eagle and Tun Public House (Doc No: 1EW04-LMJ\_DJV-EV-PLN-NS08\_029005; 2 July 2020). The Project Plan designs the works in response to specific HS2 objectives and the LS-WSI is the delivery vehicle, providing details of programme management, cost control, resourcing, Health and Safety and Reporting.
- 1.1.2 Production of this LS-WSI follows the Guidance as outlined in Technical Standard – Specification for Historic Environment Project Plans and Location Specific Written Schemes of Investigation (Doc No: HS2-HS2-EV-STD-000-000036) and Technical Standard Specification for Historic Environment Investigations (Doc No: HS2-HS2-EV-STD-000-000035). Reference is also made to other guidance as specified in the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (Doc No: HS2-HS2-EV-STR-000-000015). The structure of this LS-WSI follows the Technical Standard – Specification for Historic Environment Project Plans and Location Specific Written Schemes of Investigation (Doc No: HS2-HS2-EV-STD-000-000036, section 3). Other relevant guidance is noted throughout the remainder of this document.
- 1.1.3 The building recording addresses a public house constructed in c.1900 to replace a previous early 19<sup>th</sup>-century pub on the same site. This was constructed as part of the rapid development of this part of Birmingham around Curzon Street (NGR: 407778 286984, see Figure 1). The Eagle and Tun is locally listed by Birmingham City Council at Grade B (*'structures or features that are important in the city wide architectural context or the local street scene, and warrant positive efforts to ensure their preservation'*). It was also included in the HS2 Phase One Environmental Statement (WCS034) as a non-designated heritage asset.
- 1.1.4 The historic building recording is required to create a historical record of the building prior to its demolition as part of the enabling works programme for HS2 in the Birmingham area. The objective of the investigation is to gain information about the historic resource in order to support an assessment of its character, extent, knowledge value, preservation and potential to contribute to Specific Objectives set out in the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (Doc No: HS2-HS2-EV-STR-000-000015) (see below). The outcome of the investigation may be used to inform future decision-making on the requirement for further investigation at the Site, and a strategy for achieving it.
- 1.1.5 Specifically, and as outlined in the Project Plan for Eagle and Tun Public House, the historic building recording programme aims to assess and record the character, extent and significance

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of the structure prior to its demolition. The recording programme will aim to contribute to the following specific HERDS Knowledge Creation objectives, as outlined in the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (Doc No: HS2-HS2-EV-STR-000-000015), section 6.6:

- KC51: How do 19<sup>th</sup> and 20<sup>th</sup> century recreation and community buildings reflect social and economic change and contribute to community identity? Can different trajectories in the development of these amenities be recognised? and
- KC52: Understanding of the pattern, form and function of post-medieval rural vernacular architecture: can we identify regional, intra-regional or temporal variations?

- 1.1.6 The way the historic building recording survey aims to contribute to the aforementioned KCs is outlined in the Project Plan for Eagle and Tun Public House (1EW04-LMJ\_DJV-EV-PLN-NS08\_029005; May 2020.

## 2 Site Location, Extent and Condition

- 2.1.1 **Location:** The site comprises a public house, the Eagle and Tun, located on the corner of Banbury Street and New Canal Street on the east side of Birmingham city centre. It also includes the pub manager's house immediately to the south. The building is c.100 m to the south of the former Curzon Street railway terminus and it is almost immediately to the north of the current main line railway into the city from the east.
- 2.1.2 **History:** The current Eagle and Tun is believed to have been constructed in c.1900 and it replaced a previous pub, also called the Eagle and Tun, which is known to have been constructed at some point between 1814 and 1830<sup>1</sup>. The building is not shown on a plan held at the British Library from 1814<sup>2</sup> but it is listed in an indenture from October 1830 which states that the site comprised a 'messuage, tenement and dwelling house, Brewhouse and buildings'.
- 2.1.3 In 1847 the building was sold at auction and the sale particulars list the different facilities and functions of the rooms as well as confirming that it was already known as the Eagle and Tun (see Project Plan for further detail). By this date the London and Birmingham and Grand Junction Railways had both opened with their termini at the Curzon Street Station c.100 m to the north of the Eagle and Tun so the pub would no doubt have benefitted from railway custom. This is suggested by the 1850 Post Office Directory of Birmingham which lists the building as the 'Eagle

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<sup>1</sup> This historical background is based on information in the Project Plan and in a recent report by COPA on the Curzon Street Wall.

<sup>2</sup> Dawson, R, 1814. Ordnance Survey Drawing, Birmingham 24. Available online at: <http://britishlibrary.georeference.com>

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and Tun Railway & Commercial Inn'. The building is listed in various directories and shown on historic maps from the second half of the 19<sup>th</sup> century. Around 1900 the pub was rebuilt to the designs of the important local architectural firm James and Lister Lea who specialised in public houses.

- 2.1.4 In the 1980s the pub developed an association with the local music scene due to its proximity to a recording studio, known as the Abattoir Studio, of the 1980s record label DEP International. The record label was originally established by members of UB40 and the Eagle and Tun became closely associated with this band, particularly after the video for their 1983 song Red Red Wine was filmed there. The pub was also subsequently included on the cover of a UB40 album.
- 2.1.5 The record label went into administration in 2006 and the Abattoir Studio was demolished the following year. The Eagle and Tun also closed in 2008 although it then reopened in 2016 and in 2019 it again featured in a pop video, this time for a song by Ed Sheeran with Jaykae and Aitch. In January 2020 the pub closed again and shortly after this it was badly damaged by a fire.
- 2.1.6 **Condition:** The pub is now disused although it was still in use as recently as January 2020. It is unclear how badly damaged it was by the recent fire although it is understood to have been limited to the ground floor.
- 2.1.7 There are numerous listed buildings and other heritage assets nearby, particularly relating to the industrial development of the area. These include the Grade I listed railway terminus building in Curzon Street, the Grade II\* listed Birmingham Gun Barrel Proof House and the Grade II Listed Woodman Public House.
- 2.1.8 Also in relation to HS2 COPA have recently undertaken recording of another nearby public house, the Grade II listed Fox and Grapes (Doc. No. 1EW04-LMJ-EV-REP-NS08-029001) and a screen wall along the southern side of Curzon Street, to the north of the railway line into Birmingham New Street station (Doc No: 1EW04-LMJ-EV-REP-NS08-029014).

## 3 Overview of Project Plan

- 3.1.1 This LS-WSI addresses the Project Plan for the Eagle and Tun Public House Doc No: 1EW04-LMJ\_DJV-EV-PLN-NS08\_029005; 2 July 2020). As outlined in section 4, the Project Plan defines the scope of the historic building recording, outlines the aims of the surveys and how they will contribute to the specific objectives laid out in the GWSI: HERDS. It sets out in detail the methodology for the historic building recording and describes the proposed deliverables and reporting mechanisms. It should be referred to for detailed information on these matters.

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- 3.1.2 A walkover survey of the Eagle and Tun has not been undertaken prior to the production of this LS-WSI although as referred to above COPA has recently undertaken other recording projects nearby and are familiar with the building.

## 4 Scheme Design Elements

- 4.1.1 The historic building recording survey for the Eagle and Tun will be undertaken in accordance with specific guidance produced by HS2, namely the Technical Standard for the Recording of the Setting of Heritage Assets (HS2-HS2-EV-STD-000-000037), the Specification for Historic Environment Investigations (HS2-HS2-EV-STD-000-000035) and the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS; HS2-HS2-EV-STR-000-000015).

- 4.1.2 The historic building recording survey of the Eagle and Tun will comprise a Level 3 survey, as agreed within the Project Plan and defined in Historic England's 2016 *Understanding Historic Buildings: A Guide to Good Recording Practice*. The guidelines states that:

*'Level 3 is an analytical record, and will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis. The information contained in the record will for the most part have been obtained through an examination of the building itself. The documentary sources used are likely to be those which are most readily accessible, such as historic Ordnance Survey maps, trade directories and other published sources. The record may contain some discussion the building's broader stylistic or historical context and importance. It may form part of a wider survey of a number of buildings which will aim at an overall synthesis, such as a thematic or regional publication, when the use of additional source material may be necessary as well as a broader historical and architectural discussion of the buildings as a group. A Level 3 record may also be appropriate when the fabric of a building is under threat, but time or resources are insufficient to allow for detailed documentary research, or where the scope for such research is limited.'*

- 4.1.3 The work will provide a sufficient level of recording to both assess the character and use, and any changes thereof, of the building. It will comprise a drawn, photographic and written record of the building over its lifetime, including the different built elements of the site and its immediate setting. The investigation will be supported by a detailed level of archive research and map-regression and it will include an audit of historic features within the building with potential for salvage.

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4.1.4 The applicable methodologies and standards for these activities will be as follows:

- Project Plan for Eagle and Tun (Doc No: 1EW04-LMJ\_DJV-EV-PLN-NS08\_029005; 2 July 2020);
- Technical Standard for the Recording of the Setting of Heritage assets (HS2-EV-STD-000-000037);
- Technical Standard: Specification for historic environment investigations (HS2-HS2-EV-STD-000-000035, Section 3);
- Historic England (2016): Understanding Historic Buildings: A Guide to Good Recording Practice; and
- All other Technical Standards as outlined in Technical Standard: Specification for historic environment investigations (HS2-HS2-EV-STD-000-000035, Section 1.2).

4.1.5 Where relevant the historic building recording survey will also reflect other best practice guidance, e.g.:

- Archaeology Data Service/ Digital Antiquity guides to good practice.
- Chartered Institute for Archaeologists (2014) Code of Conduct.
- Chartered Institute for Archaeologists (2014) Standard and Guidance for the Recording of Standing Buildings or Structures.
- Historic England (2006) Management of Research Projects in the Historic Environment.

## 5 Programme

5.1.1 The proposed programme for undertaking the historic building survey of the Eagle and Tun Public House is given in the table below:

**Table 1 Eagle and Tun Public House Programme**

Activity	Start date
Commencement of on-line archive Research	July 2020
Commencement of Research at archives	TBC (Archives closed at present)
Commencement of on-site survey works (photography, written survey, salvage audit etc)	July 2020
Completion of on-site works	July 2020



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Completion of salvage audit report	Within 5 days of completion of all fieldwork
Community engagement	July – September 2020
Completion of Final Report	August/September 2020
Archiving	October 2020

- 5.1.2 Due to the ongoing Covid-19 pandemic, it may be necessary to amend the proposed programme at short notice, to ensure the works are compliant with the government advice and any restrictions imposed. If any of the team members need to self-isolate, substitute staff of comparable experience will be deployed whenever possible. Due to the closure of local archives, this element will be postponed, but resources available online will be consulted prior to site work and the research at record offices will follow later (see 6.2 below).

## 6 Methodology

- 6.1.1 The Level 3 historic building recording survey will be conducted according to the detailed methodology laid out in the Project Plan for Eagle and Tun Public House (Doc No: 1EW04-LMJ\_DJV-EV-PLN-NSo8\_029005; July 2020). This document covers the methodology for all parts of the investigation, including archive research, the on-site historic building recording survey, the on-site setting recording, the salvage audit and the community engagement. The methodology is outlined within Sections 4.3 – 4.6 of the Project Plan.
- 6.1.2 The following sections address wider issues of methodology and project delivery.

### 6.2 Archive Research

- 6.2.1 Prior to and during the on-site historic building recording survey, a number of archive sources will be consulted relating to the design, construction, use and alteration of the Eagle and Tun over time. The type of documents to be consulted will include architectural designs, historic maps, photographs, rate books, contemporary publications including newspaper reports. A detailed map regression will be undertaken using publicly accessible Ordnance Survey maps from the First edition to the present day, as well as other historic maps of Birmingham which are available online ([https://maps.birmingham.gov.uk/webapps/hlc\\_maps/](https://maps.birmingham.gov.uk/webapps/hlc_maps/)). This will allow the identification of any changes to the building and its setting. As detailed elsewhere the setting of the building has been substantially altered and this will be highlighted through the analysis of historic maps. Desk-based and archival research will principally be undertaken at the Birmingham City Archives. A desk-based search of the archive catalogue will be undertaken to locate architectural drawings, maps and plans relating to the pub as well as any other relevant secondary sources.

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- 6.2.2 Birmingham City Archives is currently closed due to current restrictions resulting from the Covid-19 pandemic. Therefore on-line sources will be consulted prior to the start of the investigation and then further archival sources identified as being relevant to this assessment will be viewed and consulted in person at the Record Office when it re-opens.
- 6.2.3 The programme of research will also be complemented by a programme of community engagement intended to collect people's memories of the Eagle and Tun and thereby enhance understanding of its communal significance (see 6.9 below).

### 6.3 Details of Site Access

- 6.3.1 Access to the site and within the site will be pre-arranged by the Employer. Mobile welfare facilities will be provided on site by the Contractor.

### 6.4 Photographic Record

- 6.4.1 The photographic record for the site will be undertaken in colour digital using a DSLR camera to a minimum 10 megapixel resolution in both JPEG and RAW format. A tripod may be used in areas of poor light, as well as flash photography and a 2m or 1m ranging pole will be placed in all shots where access and health and safety allow for scale.
- 6.4.2 General views of the exterior of the public house will be taken which will comprise both oblique views and head-on elevation views (as far as is possible within the constraints of the site). This will be accompanied by a detailed photographic record of specific elements such as windows, doors, blocked openings, architectural and structural detail, evidence for phasing and/or function, modern interventions and anything else pertinent to the historic record.
- 6.4.3 Internally, a general photographic record will be undertaken of each room or internal space within the building to sufficiently create good overall coverage. As with the exterior, detailed photographs will also be undertaken of specific elements such as windows, doors, blocked openings, architectural and structural detail, evidence for phasing and/or function, modern interventions and anything else pertinent to the historic record.
- 6.4.4 A running register of photographs will be made on site, which will be included in the final report as an appendix.

### 6.5 Written Record

- 6.5.1 The photographic record will be accompanied by a written record of the exterior and interior of the building using pro forma recording sheets which will be filled out for each room and internal space. Comment will be made on condition, construction and materials, architectural style and

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character, evidence for phasing, modern interventions/adaptations and anything else pertinent to the historic record.

## 6.6 Drawn Record

6.6.1 The drawn survey will include the production of a series of detailed, metrically accurate floor drawings in AutoCAD. The main drawings to be produced will be:

- Full floor plans showing the internal layout with the location of features of structural or ornamental interest or with salvage potential;
- External elevations in the form of scaled photographic orthoimages produced using photogrammetry;
- Cross sections or long sections where these are of use in understanding the building;
- Reconstruction drawings where these are of particular use in explaining the building;
- Plans showing the location and direction of photographs in the report;

6.6.2 The main survey will be undertaken using a GeoSLAM Zeb-Revo scanner, which uses simultaneous localisation and mapping technology to create a 3D point cloud. The system allows the surveyor to walk through the survey environment and rapidly record points at a rate of 43200/sec with an expected accuracy of 0.02m. The rotating design of the scanner allows or scanning with a 360° field of view and can capture points at ranges up to 30m.

6.6.3 Targets will be set up over a minimum of three points in order to locate the scan point cloud to British National Grid coordinates (OSGB36/15), using a Leica GSo8 Real Time Kinematic Global Navigation Satellite System (RTK GNSS).

6.6.4 Scanning will be carried out in accordance with Historic England guidelines *3D Laser Scanning for Heritage 2nd Edition, 2011*.

6.6.5 Scan data will be processed and quality assured using GeoSLAM Desktop. The resulting 3D point cloud will be georeferenced and processed in AutoCAD to produce vector based plans of the surveyed structures.

6.6.6 Photogrammetry (or 'structure from motion') will also be used, particularly to create the external elevations. Photographs for this will be taken using a camera fixed to a telescopic pole and with a hand-held camera. The images will then be combined using the Agisoft programme to create a scaled 3D image of the building's exterior.

6.6.7 A Leica TST would also be used for internal and external work to provide reference for the scanning and photogrammetry.

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## 6.7 Setting recording

- 6.7.1 As detailed above the setting of the building has been substantially altered, particularly in recent years by the redevelopment of adjacent land and the wider city, but some fragments of the historic setting do survive. This particularly includes the Grade I listed Curzon Street Station but it also includes the railway bridge, various boundary walls and other listed buildings, including the Grade II Listed Woodman Public House.
- 6.7.2 The current investigation will include a programme of setting recording at a *simple* level, in accordance with the Technical Standard for the Recording of the Setting of Designated Heritage Assets (HS2-HS2-EV-STD-000-000037). It will be undertaken in accordance with the specification for setting recording set out within Table 4 of the Project Plan. This recording will aim to place the structure within its wider urban landscape context, identifying the historic relationship between the Eagle and Tun Public House and nearby buildings and providing some understanding of the context of the pub within the development of this area. It will principally be photographic in nature but it will also include written analysis and map analysis.

## 6.8 Salvage audit

- 6.8.1 As part of the demolition works at the Eagle and Tun it is anticipated that a programme of salvage will be undertaken by the demolition contractors to recover fixtures and fittings which are either:
- of historic or communal interest due to their association with this building; or
  - of some architectural interest which would warrant their reuse in other period properties or new buildings; or
  - buildings materials such as bricks and roof tiles which should be reused in order to reduce waste.
- 6.8.2 This programme of salvage will be supported by an audit of features to be undertaken by the building recording contractor. The audit will itemise fixtures, fittings and building elements which should be salvaged or reused. This audit will list the fixtures, fittings and building elements' material, location, condition, heritage interest, potential for reuse and reason for salvage (i.e. historical connection with the building, good quality architectural item or simply to avoid waste). It will also include general advice on removal, protection and storage although this will principally be the responsibility of the demolition contractor (or possibly conservation specialist). The removal of some items such as floor tiles is specialist work which the building contractor could not undertake or specify a methodology for. This is the responsibility of the demolition contractors and details will be presented within their RAMS.

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- 6.8.3 The level of detail in the audit will vary between items with more information on the key elements; building materials such as bricks will only be included in the audit in very general terms. Some items such as architraves may also be included in the audit collectively rather than individually.
- 6.8.4 The Project Plan has already identified the following features of particular interest in the building:
- Embossed copper ceiling to the bar area (painted white);
  - Brass fingerplates to doors at ground and first floor levels;
  - Minton floor tiles to the Banbury Street entrance corridor;
  - Craven Dunnill glazed faience textured tile panels, dados and plan wall tiles to Banbury Street entrance corridor;
  - Decorative ceiling roses;
  - Glazed panel with signwriting to an internal door (snooker room);
  - Banbury Street and New Canal Street external timber doorways including etched glass panels and doors;
  - Internal vestibule door and glazed panels from Banbury Street entrance;
  - Leaded/stained glass casement windows on the ground floor, incorporating 'Ansells' logo, including internal architraves.
- 6.8.5 In addition to these key items there will also be numerous elements of the building with potential for reuse (doors, architraves, cornices, fireplaces, bricks, roof tiles etc). As stated above some of these will be included in the audit collectively.
- 6.8.6 The audit will feed into the demolition contractor's methodology for salvaging materials rather than replacing their methodology.
- 6.8.7 The salvage will be undertaken in two phases: the initial work will from part of a soft strip and this will be followed by further work during the demolition or dismantling of the building. The recording contractors will not be responsible for transporting the material, or storing it until a new home is found or finding new locations for the material. The recording contractor will also not be responsible for removing any items, labelling them or packaging them up or for policing the subsequent storage etc of the items. This is the responsibility of the demolition contractors and details will be presented within their RAMS.

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- 6.8.8 The building recording contractors will attend site at appropriate points to oversee the removal of fittings but it is not anticipated that they will be on site permanently during the dismantling process. The salvage audit will highlight fixtures, fittings and building elements which should be removed with archaeological supervision and these should then be salvaged in a single phase. For many of the items in the audit (particularly the salvage of building materials like bricks) there would be no benefit in maintaining archaeological supervision.

## 6.9 Community engagement

- 6.9.1 As referred to above the Eagle and Tun is a public house which has close associations with UB40 and a thriving period of the Birmingham music scene from the 1980s. This association was principally due to the proximity of the pub to a recording studio and the video for one of UB40s most popular songs, Red Red Wine, which was partly filmed at the pub. Recognition of this association is illustrated by it being referred to in numerous local newspaper stories from recent years regarding the future of the building and mentioning its 'iconic' status to local music enthusiasts.
- 6.9.2 As with any public house, the Eagle and Tun will also have a more general communal value to numerous other customers who have spent time drinking there over the years.
- 6.9.3 Due to this communal value and association with the local music scene a programme of community engagement will be undertaken to record people's memories of the pub and thereby enhance the overall record of the building. It is not anticipated that this will involve any large local events or open days (particularly in the current circumstances of Covid-19) but there is still scope for on-line and more remote research. The results of this may be included in the HS2 Community History podcast series.
- 6.9.4 This engagement will aim to:
- Add to overall record of the building;
  - Enhance understanding of how the building was used;
  - Increase appreciation of the local cultural significance of the building particularly within the local music scene;
  - Feed into the salvage audit and identify particular items within the building with potential for reuse.
- 6.9.5 Memories and information on the Eagle and Tun will be gathered from former patrons, employees, nearby residents or anyone else who knew the building. This may be collected in oral testimony, written accounts, photographs and films.

6.9.6 It is anticipated that initial contact will be made through:

- Stories in local newspapers (Express & Star, Birmingham Mail) asking for people's memories of the pub;
- On-line UB40 fan groups/forums;
- Facebook and other social media groups;
- Possibly UB40 themselves directly via Twitter;
- Local history groups;
- Campaign for Real Ale (CAMRA);
- Birmingham Music Archive.

## 6.10 Reporting

6.10.1 Upon completion of the initial recording work the salvage audit will be produced within five working days.

6.10.2 Upon completion of all the on-site recording works (including the salvage monitoring) a single historic building survey report will be produced. The report will include a historical background of the site which will be expanded from the content within the Project Plan, a description of the building, conclusions regarding its development and alteration, and accompanying plans and photographs.

6.10.3 The report will include:

- Executive Summary;
- Introduction;
- Summary of project background (including Specific Objectives addressed);
- Description and illustration of the building location, including of its setting;
- An overview of previous work relevant to the building recording;
- The topography of the Site;
- Specific Objectives and aims;
- Methodology for site work, reporting and recording of setting;
- Results and Observations including a quantitative report with accompanying

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illustrations;

- Assessment and interpretation of results against expectations and Specific Objectives;
- Consideration of the results and conclusions within the wider context;
- Evaluation of employed methodology and obtained results (confidence rating);
- Publication and dissemination proposals;
- Archive deposition;
- Bibliography;
- Salvage audit;
- Appendices – including illustrations, location plans with scale and grid co-ordinates and a photographic record of the buildings and their setting and an OASIS form.

6.10.4 As a minimum the report will include the following figures:

- General location plan;
- Engineering design;
- Cartographic, pictorial and image data;
- Survey drawings, plans and elevations;
- Plans identifying locations of items for salvage.

## 6.11 Dissemination and Archiving

6.11.1 In accordance with the Project Plan digital and hard copies of the report will be submitted to Birmingham Historic Environment Record (HER) as the appropriate local archive. The project archive will be deposited according to the Historic Environment Physical Archiving Strategy (HS2-HS2-EV-STR-000-000018) and the Historic Environment Physical Archiving Procedure (HS2-HS2-STD-000-000039). An Online Access to the Index of Archaeological Investigations (OASIS) record will be completed and submitted to the HER and the Archaeological Data Service.

## 6.12 Main Work Packages

6.12.1 The historic building recording survey for the site will be undertaken in July 2020. Due to the ongoing Covid-19 pandemic, changes may be necessary to ensure the works are compliant with the government advice and any restrictions imposed.

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## 7 Delivery Interfaces

- 7.1.1 The Archaeological Contractor will have direct communication either with the Employer or with the Project Manager appointed by the Employer. The historic building recording survey will be overseen and quality-assured by the Archaeological Contractor's senior management and will be project managed by the Archaeological Contractor's Project Manager. The historic building survey will be supervised by a suitably qualified and experienced Project Officer appointed by the Archaeological Contractor. All parties will follow the Employer's protocols for Intra- and Inter-project communication.

## 8 Health, Safety and Environmental

- 8.1.1 The Archaeological Contractor will undertake the works in accordance with the Employer's route wide health and safety requirements, and if applicable, the Contractor's health and safety requirements for specific locations.
- 8.1.2 The Archaeological Contractor will be solely responsible for Health and Safety during the historic building recording survey, and a Risk Assessment and Method Statement (RAMS) for the historic building recording survey has been produced (see Appendix B). All work will also be undertaken in accordance with the Archaeological Contractor's Site Safety Policy and Procedures (COPA 2018). Details of the Contractor's design, programme and Health and Safety policy has been received.
- 8.1.3 All site staff will be fully inducted and will read and sign the RAMS before commencing work on site.

### 8.2 Site Access

- 8.2.1 Specific risks have been identified regarding the derelict and fire-damaged state of the public house (see the RAMS, Appendix B). As a result at least two people will be on site at all times and working alongside each other. A reconnaissance of the building will be made prior to commencing with the internal recording so that necessary escape routes and traverses through the building can be established.

### 8.3 Site Safety and security

- 8.3.1 The building is situated in an urban, city-centre site close to numerous shops, offices, businesses and residential areas. The RAMS outlines the procedures to be followed if members of the public enter the site.

## 8.4 Local community, general public, neighbouring properties and businesses

- 8.4.1 It is not anticipated that the historic buildings survey will cause significant disruption to the local community or neighbouring businesses. Development of the surrounding areas has left the building somewhat isolated, without buildings immediately adjacent, and the nature of the recording will not cause any significant disruption.
- 8.4.2 Health and safety procedures will be in place to minimise the risk to any member of the public who enters the site during the historic building recording survey (see the RAMS, Appendix B).

## 9 Information Management

- 9.1.1 GIS deliverables will be provided in accordance with the Employer's Cultural Heritage GIS Specification (Doc No: HS2-HS2-GI-SPE-000-000004). CAD files will be GIS compatible and follow standards set out in the same Specification. Figures may be produced using CAD, but final deliverables must be supplied in GIS format. The point cloud survey will be supplied in accordance with HS2 CAD Specification (Doc No: HS2-HS2-IM-SPE-000-000006).
- 9.1.2 Mapping and spatial data deliverables will conform to the Employer's Cultural Heritage GIS Standard (Doc No: HS2-HS2-GI-STD-000-000010) and other associated referenced documents.
- 9.1.3 The Employer's standard template for reporting as set out in the Technical Standard: Specification for historic environment investigations (HS2-HS2-EV-STD-000-000035, Section 4.4) will be followed.

## 10 Site Monitoring and Engagement

- 10.1.1 The Archaeological Contractor will provide weekly written progress reports to the Employer or the Employer's Project Manager.
- 10.1.2 If appropriate, the Employer's Project Manager will arrange and convene monitoring site visits by external consultees, as appropriate. These may include:
- Historic England;
  - County Council Archaeologist at Birmingham City Council;
  - Relevant local interest groups; and
  - Relevant and acknowledged specialists in such fields as historic building recording survey.

- 10.1.3 Communication and engagement with third parties will use the Employer’s communication protocols set out in the Employer’s Community Relations Strategy.

## 11 Quality Assurance Process

- 11.1.1 The three parent companies of COPA all have Chartered Institute for Archaeologists (CIfA) accreditation as a Registered Organisation and their supervisory staff have an appropriate and relevant level of demonstrable experience for the specific task in questions, i.e. full or associate members of the CIfA, or an equivalent demonstrable professional standing.
- 11.1.2 All project staff employed by the Archaeological Contractor will be suitably qualified, experienced and trained to undertake the work in hand.
- 11.1.3 Fieldwork will be monitored by the Archaeological Contractor’s Project Manager responsible for the project, under the general supervision of the Archaeological Contractor’s senior management.
- 11.1.4 The historic building recording survey report will be checked and reviewed by a suitably qualified and experienced Project Manager or a member of the Senior Management Team before it is issued to the Employer. On receipt of comments, the final report will be checked and reviewed again prior to its re-issue.

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## 12 Fieldwork Sign-off Sheet

Historic Environment Fieldwork Sign-off Sheet			
Work Package Reference			
Historic Environment Investigation Type			
<i>Contractor</i>			
Fieldwork Conducted by (site Director)		Dates	
Summary of Results			
Document References			
1.			
2.			
3.			
4.			
Compiled by	Name	Date	Signature
Checked by	Name	Date	Signature
Approved by	Name	Date	Signature

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## 13 References and Glossary of Terms

### 13.1.1 The following terms have been used in this report:

- Archaeological Contractor – the organisation undertaking the historic building recording survey
- Contractor- the early works contractor (EWC) or main works construction contractor (MWCC) responsible for the location within which historic environment works are undertaken the historic environment/archaeological contractor is part of the Contractor’s supply chain.
- Employer – the body responsible for the terms and conditions, policies, procedures and payments.
- Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS) – the framework for delivering all historic environment investigations undertaken as part of the HS2 Phase 1 programme.
- Location – a specific HS2 worksite or group of worksites that are being addressed as a combined historic environment investigation programme of assessment, evaluation and investigation.
- Project Manager – acts as administrator of the contract, handling certification, compensation events etc, with an obligation to act fairly and impartially as an agent of the Employer.
- Project Plans – specification document for each specific package of activity (e.g. a survey, desk based assessment, excavation, recording project). The plans would respond to the Specific Objectives set out in the GWSI: HERDS and be delivered within an agreed budget.
- Works – the specific historic environment assessment, evaluation or investigation works at each location.

### 13.1.2 The following documents are referred to:

Title	Reference
Cultural Heritage GIS Specification	HS2-HS2-GI-SPE-000-000004
Cultural Heritage GIS Standard	HS2-HS2-GI-STF-000-00010
Technical Standard – Temporary Works	HS2-HS2-CV-STD-000-000005

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Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy	HS2-HS2-EV-STD-000-000015
Technical Standard – Specification for historic environment investigations	HS2-HS2-EV-STD-000-000035
Technical Standard – Historic Environment Physical Active Procedure	HS2-HS2-EV-STD-000-000039
Technical Standard: Historic Environment Digital Data Management and Archiving Procedure.	HS2-HS2-EV-STD-000-000040
HS2 Technical Standard: Specification for Project Plans and Location Specific Written Scheme of Investigations	HS2-HS2-EV-STD-000-000036
Technical Standard for the Recording of the Setting of Heritage assets	HS2-EV-STD-000-000037
Heritage Consents Strategy	HS2-HS2-EV-STR-000-000008
Project Plan for Eagle and Tun Public House, May 2020	1EW04-LMJ_DJV-EV-PLN-NSo8_029005
Contractor’s Environmental Management Plan	IMS 15.3.1
Contractor’s or Employers Community Relations Strategy	IMS 11.1.1
Employer’s protocols for Intra- and Inter- project Communication	IMS 12.1.1
Contractor’s Health and Safety Policy	IMS 15.1.1
HS2 Phase 1 Enabling Works Site Safety Policy and Procedures COPA 2018	COPA 2018
Historic England 2016 Understanding Historic Buildings: A Guide to Good Recording Practice.	Historic England 2016
Chartered Institute for Archaeologists 2014 Code of Conduct	CIfA 2014
Chartered Institute for Archaeologists 2014 Standard and Guidance for the Recording of Standing Buildings or Structures	CIfA 2014
Historic England 2015 Management of Research Projects in the Historic Environment: The MoRPHE Project Managers’ Guide	Historic England 2015
Historic England 2015 Management of research projects in the historic environment (and associated guides and planning notes)	Historic England 2015

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Revision: C02

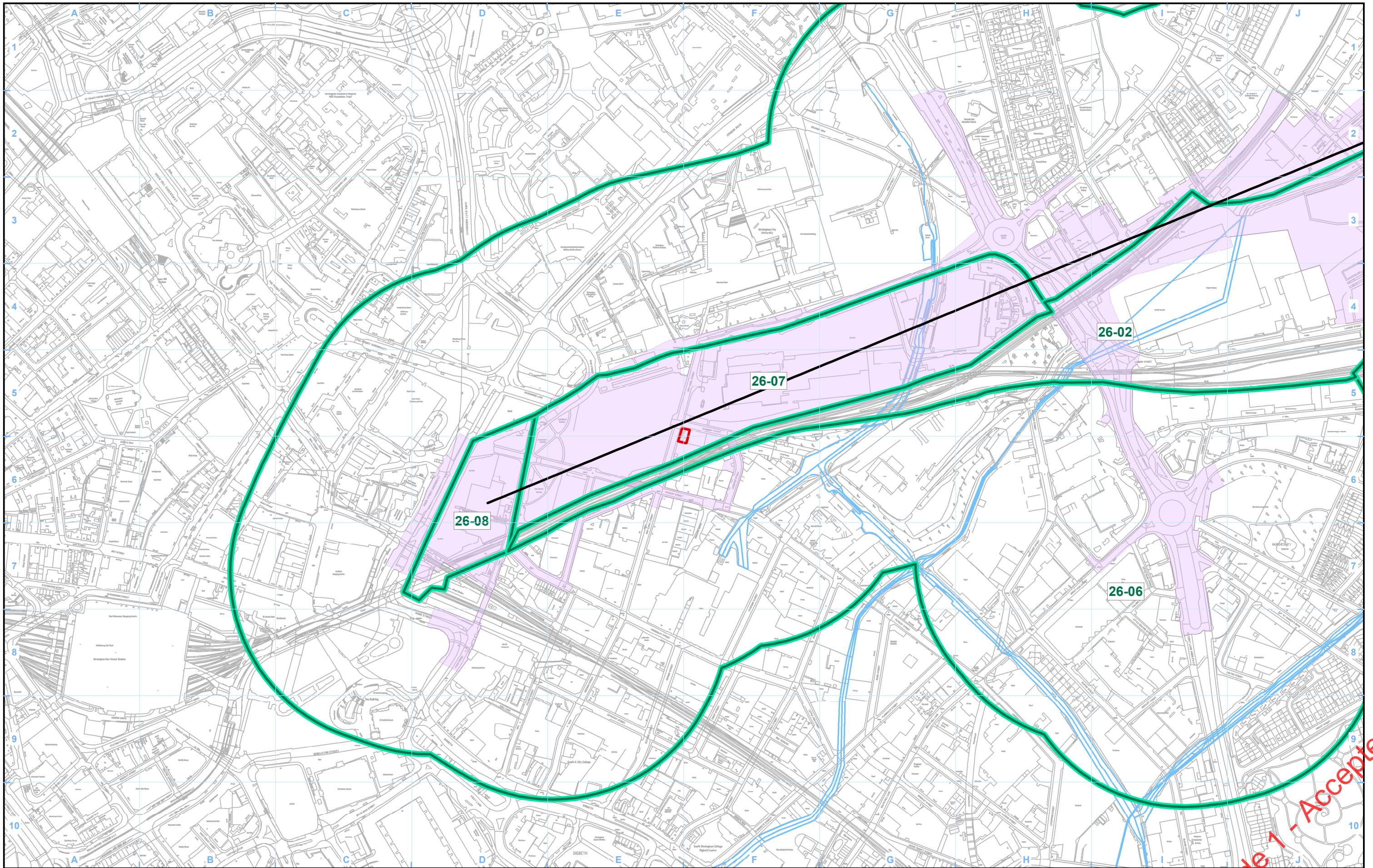
## 14 Figures

**Table 2 Figures**

<b>Figure Title</b>	<b>Drawing no.</b>
Figure 1 Eagle and Tun Public House Location Plan	TBC
Figure 2 Eagle and Tun Public House Building Outline	TBC

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- Legend**
- Route
  - Site
  - Consolidated Construction Boundary
  - Local Authority Boundary
  - Watercourse
  - Archaeological Character Sub Zones

Map Number **Figure 1**

Map Name **Eagle and Tun Public House Location Plan**

Community Forum Area 26

Washwood Heath to Curzon Street

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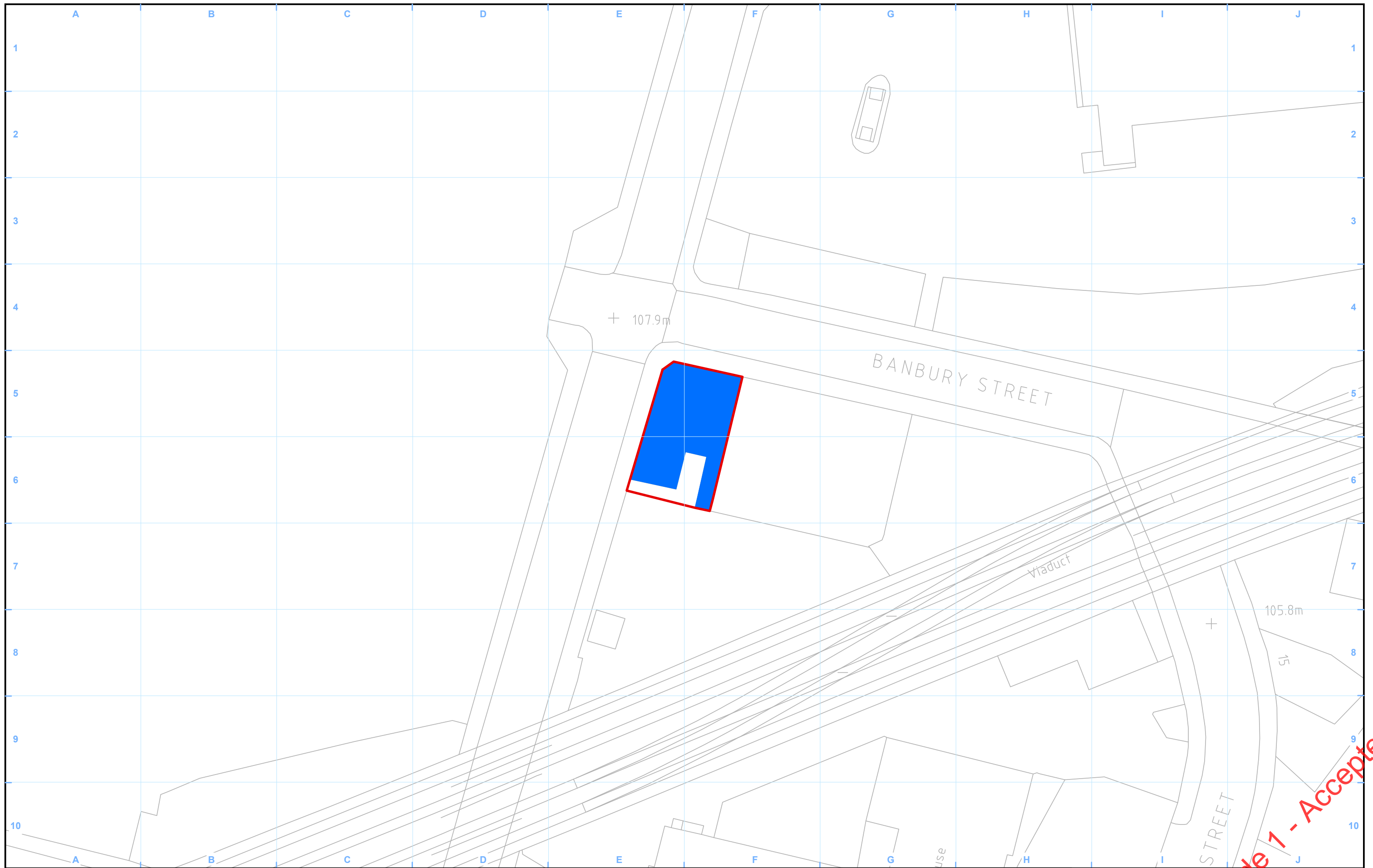
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Scale at A3: 1:5,000

0 50 100 150 200 Metres

**Date: 23/06/20**





**Legend**  
 Site  
 Building Outlines

Map Number **Figure 2**  
 Map Name **Eagle and Tun Public House Building Outline**  
 Community Forum Area 26  
 Washwood Heath to Curzon Street

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# 15 Appendix

## 15.1 Appendix A – Project Plan

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# WP 029 D Historic Environment Works – Eagle and Tun Public House, Birmingham – Enabling Works North Contract

## Project Plan for Historic Building Recording

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# 1 Executive Summary

- 1.1.1 This High Speed 2 (HS2) North Section Project Plan details the proposed methodologies, techniques and outcomes for the historic building recording of the Eagle and Tun Public House. The building recording addresses a historic public house at the corner of Banbury Street and New Canal Street in Birmingham, West Midlands. The public house was built before 1830 in relation to the coming of the railway and the building up of the area to the south-east of Curzon Street. The setting of the asset will also be recorded.
- 1.1.2 The ES specified that the Eagle and Tun would be incorporated into the proposed Curzon Street Station no. 3 Viaduct, following the removal of its roof and some internal alterations. A review of the station's construction methodology, and the new requirement for an area of clearance of 5 m under the platforms' deck, prompted the decision to demolish the building instead. The demolition was approved alongside Birmingham City Council and was included within Schedule 17.
- 1.1.3 The GWSI: HERDS Specific Objectives guiding the project plan are below:
- KC51: How do 19th and 20th century recreation and community buildings reflect social and economic change and contribute to community identity? Can different trajectories in the development of these amenities be recognised?
  - KC52: Understanding the pattern, form and function of post-medieval rural vernacular architecture: can we identify regional, intra-regional or temporal variations?
- 1.1.4 The purpose of this Project Plan is to:
- define the scope of the building recording;
  - outline the aims of the recording and how it will contribute to the specific objectives of the GWSI: HERDS;
  - specify the methodology to be employed; and
  - set out the proposed deliverables and reporting mechanisms.

## 2 Location and Site Background

### 2.1 Baseline

- 2.1.1 The Project Plan has been prepared in accordance with guidelines set out in HS2 Technical Standard – Specification for historic environmental project plans and location specific written schemes of investigation (HS2-HS2-EV-STD-000-000036).
- 2.1.2 The building recording will address the locally listed building of Eagle and Tun Public House ('the Site') located at the corner of Banbury Street and New Canal Street located within the district of Birmingham City Council (Figure 1). The 'Site' is here defined as the historic building and centred approximately on National Grid Reference (NGR) 407778, 286984. The building is locally listed in the Birmingham City Council Locally Listed Buildings Document and is rated as Grade B '*Structures or features that are important in the city-wide architectural context or the local street scene and warrant positive efforts to ensure their preservation*'<sup>1</sup>.
- 2.1.3 The HS2 Phase One Environmental Statement (ES) identified The Eagle and Tun Public House (WCS034) as a non-designated heritage asset located within the land potentially required for construction<sup>2</sup>. The ES describes the asset as a 19th century red brick public house with terracotta detailing on the external elevations and a bar with mirror backing internally. The public house was previously part of an established historic streetscape. However, the ES acknowledges that the loss of most of the original buildings in the surrounding area has removed the building's context and the ability to appreciate the social motivation behind its establishment. The Eagle and Tun has an important visual and historic connection to the Woodman public house. They were designed by the same architectural firm, are almost contemporary in date and represent surviving elements from the lost streetscape
- 2.1.4 The ES also identified several non-designated heritage assets located within 250m of Eagle and Tun which are depicted on Figure 2 and listed in Appendix C, Table 7. Assets within the study area were mainly built in connection with the industrial development of the area and are contemporary with the Eagle and Tun and, due to their large number, were clustered according to typology in Figure 2 and Table 7.
- 2.1.5 Seven designated heritage assets are also within this study area. These comprise:

---

<sup>1</sup> Birmingham City Council, undated. *What is a locally listed building?* [Online] Available at: <https://www.birmingham.gov.uk> (accessed on 27/05/2020)

<sup>2</sup> cf. map no. CH-01-163 in the ES Volume 5, Map books Cultural Heritage – West Midlands Metropolitan (Part 4 of 4), ES 3.5.1.4.4

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- Grade I: London-Birmingham Railway Terminus, Curzon Street (NHLE 1343086);
- Grade II\*: Birmingham Gun Barrel Proof House (NHLE 1291262);
- Grade II: Premises of the Christopher Wray's Lighting Company (NHLE 1234273);
- Grade II: The Woodman Public House (NHLE 1234088);
- Grade II: Ringway Engineering Service Company (NHLE 1210764);
- Grade II: 122 Fazeley Street, B5 (NHLE 1075625); and
- Grade II: Canal Side Warehouse with Stop Lock and Dock, Warwick Bar, Warwick and Birmingham Canal (NHLE 1075624).

2.1.6 Seventeen previous archaeological investigations were located within 250m of the Eagle and Tun public house. These investigations range from desk-based assessments to evaluations and are detailed in Appendix D. The investigations may provide information on the original streetscape surrounding the Eagle & Tun and therefore provide further context for the heritage asset before the Ordnance Survey Historic Mapping.

2.1.7 The HS2 London and West Midlands Curzon Street Station – Employer's Requirements Design: Eagle and Tun Heritage Report (P1N4-ARP-EV-REP-NS08-000003) provided much of the information summarized below.

## 2.2 Historic development

2.2.1 The earliest evidence for the construction for a public house on the Site is an indenture drawn up on the 26th of October 1830<sup>3</sup>. According to the document the Site comprised a 'messuage tenement and dwelling house, Brewhouse and buildings' which were at a rent of £37.10 per annum for 21 years. An earlier map held by the British Library<sup>4</sup> and dating to 1814 (not reproduced) shows that, although the area around Curzon Street was already built up, the corner between New Canal Street and Banbury Street was still vacant. The construction of the Eagle and Tun can be therefore dated to the period between 1814 and 1830.

2.2.2 In 1847, the building was sold at auction, the sale particulars listed the following items for the property: Club Room, Parlour, Sitting Room, Tap Room, Brewhouse, Coal Place and yard, Chambers, Bar, Pantry, Entrance Hall and Malt Room. Eagle and Tun. In 1850 the building was

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<sup>3</sup> Birmingham city archive MS4/23 Indenture date 26th October 1830

<sup>4</sup> Dawson, R, 1814. *Ordnance Survey Drawing, Birmingham 24*. [Online] Available at: <http://britishlibrary.georeferencer.com> (Accessed on 28/05/2020)



listed in the Post-Office Directory of Birmingham as '12 Banbury Street; Eagle and Tun Railway & Commercial Inn, Mrs. Elizabeth Smith' (Elizabeth Smith was also mentioned at the Site in the 1849 History and Directory of Birmingham). The inclusion of 'Railway' in the 1850 entry indicates that the Railway was providing a large amount of custom to the public house. The Board of Health Map of 1855 (not reproduced) shows the area as being built up with several terraced to the south and to the east of the Eagle and Tun which occupies the corner plot<sup>5</sup>. In 1856 a mortgage document identified the site as comprising of 262 square yards and including five dwelling houses, a brewhouse and other buildings<sup>6</sup>.

- 2.2.3 The 1890 Ordnance Survey Map (Figure 4) shows the Public House on the corner of a junction. To the immediate north is Banbury Street and to the north of the street is the Curzon Street Goods Station. A second railway line is located to the south-east of the building. To the south, east and west lie small terrace buildings. In 1900 the Kelly's directory of Birmingham lists the Eagle and Tun's publican as Theophilus Parr, giving the address as 12 Banbury Street, around the same time the original building is thought to have been demolished and a new one was built in its place. The new building was designed by Birmingham Architects James and Lister Lea, well known for their characteristic pub designs which used terracotta as the main ornamental building material. Other pubs located in Birmingham and designed by the same firm include The Anchor Inn (1901), The while Swan (1900), The Woodman (1897), Swan and Mitre (1899), The Market Tavern (1900), The City Tavern (1901) and The Red Lion (1902).
- 2.2.4 The 1905 Ordnance Survey map (Figure 5) shows that the Public House was extended towards the south. The building appears surrounded by terraced houses, a large railway building to the north, and several rectangular building to the east. Located to the south of the asset is the railway viaduct of the London and North Western Railway.
- 2.2.5 The 1927 Ordnance Survey Map (Figure 6) shows little change to the shape of the Public House except for two additional buildings to the east of the public house. The 1937 map again shows little change to the shape of the building but the structures to the east of the property are no longer present nor are the buildings to the east.
- 2.2.6 The 1952 Ordnance Survey Map (Figure 7) shows no change to the overall shape of the public house. The terrace to the south of the property no longer stands and the buildings to the east are no longer present. To the north of the public house a large building is identified as a platform. Several buildings are located to the west of the public house, one of which is

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<sup>5</sup> Sherlock H, 2017 *HS2 London and West Midlands Curzon Street Station – Employers Requirements Design Eagle & Tun Heritage Report P1* N4-ARP-EV-REP-NS08-000003

<sup>6</sup> *Ibid.*

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identified as the 'Transport Service Depot' and therefore it is probable that the remaining buildings were industrial.

- 2.2.7 The 1971 Ordnance Survey Map (Figure 8) shows the public house labelled as 'Eagle and Tun (PH)' which has a building to the immediate east labelled 'Works'. A large building to the west is also labelled 'Works'. There are two smaller rectangular buildings to the south of the Eagle and Tun alongside the railway viaduct. To the north of the Public House lies Banbury Street and to the north a partial railway line.
- 2.2.8 The late 1980s saw the Eagle and Tun Public House renamed as 'The Cauliflower Ear' which is believed to be due to then owner being a boxer. In 1987 the inside of the public house was used on 'The Best of UB40 Volume One' album<sup>7</sup>.
- 2.2.9 The 1996 Ordnance Survey Map (Figure 9) shows the public house as 'Eagle and Tun (PH)' and occupying the same footprint as in 1971. To the immediate east lies an unlabelled building and to the west lies a road and a large building labelled as 'Works'. The railway viaduct is shown to the south but there is no longer evidence of the railway line to the north. To the south of the public house there are two buildings which are rectangular in plan.
- 2.2.10 In 2008 the pub closed and went through a period of abandonment, during this time several interior fittings (including the bar and light fittings) were stolen. In 2013 the public house was reopened as the 'Eagle and Tun'.

## 2.3 Site Conditions

- 2.3.1 The Eagle and Tun Public House is currently unoccupied and comprises the public house alongside the manager's house located to the south.
- 2.3.2 The external elevations of the Eagle and Tun (Figures 10 and 11), designed by Architects James and Lister Lea, are of red brick and terracotta cladding, the building is two storeys high with a tiled roof. The main entrance into the pub area was located on the corner of the building but other entrances are also located on the side elevations.
- 2.3.3 Internally, on the ground floor, the bar is open plan and L-shape; although some features have been modernised, several original features survive including the bar base and wood-panelled dumb waiter. The bar was of a dark wood finish with corbelled and fielded panels (Figure 12) and around at the edge of the ground floor building there were black and red leather benches.

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<sup>7</sup> Sherlock H, 2017. *HS2 London and West Midlands Curzon Street Station – Employers Requirements Design Eagle & Tun Heritage Report P1N4-ARP-EV-REP-NS08-000003*

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(Figure 13). The ground floor flooring is comprised of patterned tiles which are likely to be original (Figure 14). The first floor has undergone some modernisation with the addition of new partition walls. The building also includes a cellar which included a brick mantel or doorway (Figure 15 and Figure 16).

2.3.4 Since the site visit in April 2019, the building has suffered a fire (January 2020) and consequently some of the elements described might have been lost or changed due to the incident. It is unknown how much the fire damaged, but it is believed to have been contained to the ground floor<sup>8</sup>. Due to this fire, further precautions and Health & Safety measures will have to be in place prior to the historic building recording.

2.3.5 Construction of HS2 Phase One North will result in the demolition of the Eagle and Tun.

## 2.4 Building Context

2.4.1 The Eagle and Tun is located at the corner of Banbury Street and New Canal Street and is now surrounded by several plots of vacant land. To the south of the building lies London and North Western Railway which is carried on a brick viaduct.

2.4.2 The area surrounding the asset has been through phases of expansion and contraction during the last 200 years. The street pattern, now surviving in a fragmentary state, derives from land developments dating to the 18th and 19th centuries. The arrival of the railway and industries brought on considerable changes to the built environment and the local community. Subsequent clearance damaged the complex urban pattern and diminished the ability of the Eagle and Tun's setting to contribute to its significance.

2.4.3 Although the location of the public house on a corner gave it prominence within the streetscape, the setting of the asset was considerably altered during the 20th and 21st centuries. The ES chapter identified that the loss of urban fabric formerly surrounding the asset had an impact on the ability to appreciate the social motivation behind the establishment of the public house.

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<sup>8</sup> Reynolds J, 2020, *Homeless man severely burned in Digbeth Pub fire* [Online] Available at: <https://www.expressandstar.com> (Accessed on 21/05/2020)

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## 3 Aims and Objectives

### 3.1 Requirement for Work

- 3.1.1 The historic building recording is required as the Eagle and Tun will be demolished and because its investigation and recording will address Specific Objectives in the GWSI: HERDS. The building recording will comprise a Level 3 survey, as defined in Understanding Historic Buildings: A guide to good recording practice (Historic England, 2016). This is because of recording's high potential to contribute to Specific Objectives, the significance of the asset, the extent of current knowledge regarding the asset or its type, and the nature and magnitude of the impact.
- 3.1.2 Historic building recording shall be undertaken in accordance with Standard and guidance for the archaeological investigation and recording of standing buildings or structures (CIFA, 2014, updated June 2019).
- 3.1.3 In accordance with HS2's Technical Standard for Setting Recording (HS2-HS2-EV-STD-000-000037), 'Simple recording' will be undertaken. This is because the setting of the Eagle and Tun public house is characterised by the development of the railway and the growth of industrial activities in the area. The setting of the asset has changed gradually over time but retains significant elements from earlier phases.

### 3.2 Aims

- 3.2.1 The aims of the historic building recording are to assess and record the character, extent and significance of the Eagle and Tun Public House (ES ref. WCS034). The recording will investigate the building with consideration to:
- the use and character of the building, its component parts and evidence of its use and construction;
  - identifying, explaining and recording any elements of architectural or historic significance within the Site;
  - understanding the role of the site in the context of the surrounding area and its community
  - record the change to the significance of the identified heritage assets as a result of the detailed design;
  - suggest provisions to be made during demolition, where applicable, for the salvage of

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material of architectural or historic significance which has the potential for reuse;

- create a lasting report of the building(s); and
- contribute to the delivery of GWSI: HERDS Specific Objectives as specified in Section 3.3.

### 3.3 Contribution to GWSI: HERDS Specific Objectives

3.3.1 All historic environment work on HS2 is guided by the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS) (Ref HS2-HS2-EV-STR-000-000015) and the Technical Standard specification for Historic Environment Investigations (HS2-HS2-EV-STD-000-000035). Its purpose is to establish the objectives and mechanisms for designing and carrying out all historic environment related investigations, so that the work has specific aims, rather than an approach of simply mitigating impacts in order to collect information.

3.3.2 Through delivery of the works set out in Section 4 and through addressing the aims set out in 3.2 the building recording will create knowledge and outputs that would contribute to the specific objectives in the following ways:

Table 1 Contribution to Specific Objectives

Specific Objective	Contribution
KC51: How do 19th and 20th century recreation and community buildings reflect social and economic change and contribute to community identity? Can different trajectories in the development of these amenities be recognised?	<p>The Eagle and Tun was built during a period of intense development and change in the surrounding area. The construction of the London and North Western Railway and the growth of small industrial establishments revitalised an area still on the outskirts of Birmingham at the beginning of the 19th century.</p> <p>The public house was for a long time a landmark among the workers employed in the nearby railway sites and industries. The recording of the building will represent a chance to understand how recreation buildings were built and modified to meet the changing requirements of the community. The recording will also allow an insight into the community identity of the first half of the 19th century in this part of Birmingham.</p>
KC52: Understanding the pattern, form and function of post-medieval rural vernacular architecture: can we identify regional, intra-regional or temporal variations?	<p>The Eagle and Tun has a strong identity and a distinctive character. The recording of the building will aid understanding of the style of the building, its architectural language and its connection with contemporary pubs in the local area and in Birmingham.</p>

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## 4 Scope and Methodology

### 4.1 Introduction

4.1.1 The building recording shall be undertaken in accordance with specific guidance produced by HS2, namely the Technical Standard Specification for Historic Environment Investigations (HS2-HS2-EV-STD-000-000035) and the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS) (HS2-HS2-EV-STR-000-000015).

4.1.2 The Contractor shall comply with the process set out in the Heritage Consent Strategy (HS2-HS2-EV-STR-000-000008).

### 4.2 Location Specific Written Scheme of Investigation

4.2.1 A Location Specific Written Scheme of Investigation (LS-WSI) shall be produced. This shall provide the detailed method of investigation, including survey area, access arrangements, welfare, accommodation, site safety, RAMS, etc. The LS-WSI will be approved by HS2 prior to starting work.

### 4.3 Historic Building Recording

4.3.1 Tasks and activities that shall be undertaken as part of the Level 3 Historic Building Recording include:

- desk-based or archival research of drawings and maps held at the Birmingham Archives and collections to identify and examine documents relating to the design and erection of the building on site. The research will include the assessment of existing secondary sources compiled as part of the HS2 project; if local archives and libraries will be inaccessible due to Covid-19 related precautionary measures, the off-site investigation could be undertaken after the site visit.
- a historic map regression to identify any changes to the buildings, how the Site developed over time and its relationship with the town and city of Birmingham and the surrounding wider landscape;
- an analysis of the buildings from internal and external direct observations, to record the extant fabric and identify alteration phases, to create the photographic and drawn records and to inform the written description;
- a site walkover survey to inform a written description of the asset and a description of

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the asset’s setting;

- a written description of the historic building, focusing on overall form and features of architectural significance, a summary of the alterations undertaken over time by owners/tenants, identifying any key drivers or periods for change;
- a photographic record of the asset to accompany the written description; and
- detailed recommendations for the salvage of any building materials, if appropriate.

4.3.2 The building recording shall be informed by consulting the following sources:

- current engineering detailed designs and construction information;
- HS2 London and West Midlands Curzon Street Station – Employer’s Requirements Design: Eagle and Tun Heritage Report (P1N4-ARP-EV-REP-NS08-000003);
- Eagle and Tun Demolition Mitigation Strategy (1SN04-WSP-EV-NOT-NS08-000007);
- Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS) (HS2-HS2-EV-STR-000-000015);
- HS2 Phase One Environmental Statement and Supplementary Environmental Statements (HS2-HS2-EV-STD-000-000036);
- the Technical Standard Specification for historic environment investigations (HS2-HS2-EV-STD-000-000035);
- the Technical Standard: Recording of the Setting of Heritage Assets (HS2-HS2-EV-STD-000-000037); and
- Sources listed in Table 2 below

Table 2 List of sources

<b>Local heritage</b>	<ul style="list-style-type: none"> <li>• Local interest groups</li> <li>• Local authority archaeologists</li> <li>• Local authority conservation officers</li> </ul>
<b>Historic Environment databases and documents</b>	<ul style="list-style-type: none"> <li>• Historic environment records</li> <li>• National Heritage List for England (NHLE)</li> <li>• Historic England Archives</li> <li>• National Mapping Programme</li> </ul>

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	<ul style="list-style-type: none"> <li>• Historic building survey data</li> <li>• Historic building grey-literature reports</li> <li>• Historic building journals and monographs</li> <li>• Regional inventories</li> <li>• Public and private collections</li> <li>• Conservation Area Appraisals and Management Plans</li> <li>• Extensive Urban Surveys</li> <li>• Historic Townscape or Landscape Characterisation datasets and reports</li> </ul>
<b>Historical documents and published sources</b>	<ul style="list-style-type: none"> <li>• Architectural drawings, floor plans and elevations</li> <li>• Charters</li> <li>• Registers</li> <li>• Manuscript collections (secular and ecclesiastical)</li> <li>• Deeds</li> <li>• Contemporary publications</li> <li>• Published inventories e.g. Pevsner</li> </ul>
<b>Cartographic and pictorial documents</b>	<ul style="list-style-type: none"> <li>• Ordnance Survey maps, as detailed scale as possible</li> <li>• Building floor plans and elevation drawings</li> <li>• Early maps, prints and paintings</li> <li>• Tithe, enclosure and other parish maps</li> <li>• Estate plans</li> </ul>
<b>Remote sensing data</b>	<ul style="list-style-type: none"> <li>• Aerial photographs held at relevant repositories</li> <li>• Existing measured survey or remote sensing records e.g. laser scans, previous building surveys</li> </ul>
<b>Secondary sources</b>	<ul style="list-style-type: none"> <li>• Regional and period studies</li> <li>• Architectural history or buildings archaeology thematic studies</li> <li>• Landscape studies</li> <li>• Regional and National Research Assessments and Strategies</li> </ul>

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4.3.3 The building recording shall comprise a Level 3 survey, as defined in Section 5 of Historic England’s guidance, as summarised below in Table 3 and shall include the elements specifically outlined in 4.3.4 – 4.3.8 below.<sup>9</sup>

Table 3 Historic England levels of recording for historic building assessment works

Recording Level	Scope	Description
Level 3	Analytical record	A systematic and analytical account of the building with analysis of documentary sources. This is a full inspection of the building with a full analytical written account accompanied by detailed drawing and photographs showing general and specific details of structure and décor allowing the origins and development of the building through time to be determined.

4.3.4 The drawn record shall include the following items specified in the Historic England guidance:

- measured plans as existing (to scale or fully dimensioned) of all floors and elevations of the building (Item 2). Plans should include the location of any structural or ornamental features of historic significance (Item 3);
- measured cross-sections or long-sections to illustrate the vertical relationships within the building (for example floor and ceiling heights, the form of roof trusses) (Item 4);
- a site plan relating the buildings to other structures on the Site and to any related topographical and landscape features (Item 7)
- a plan or plans identifying the location and direction of accompanying photographs (Item 8); and
- copies of earlier drawings throwing light on the building’s history, where relevant (item 9).
- reconstruction drawings and phased drawings, when these are of value. In phased drawings, successive phases of a building’s development may be shown by graded tone (dark to light, with the darker being the earlier) or by colour, by sequential diagrams or by annotation. Whenever phased drawings are included in a record, they must be accompanied by the unmarked drawings on which they are based.

<sup>9</sup> Historic England, 2016. *Understanding Historic Buildings: A guide to good recording practice*

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4.3.5 The photographic record shall include the following items specified in the Historic England guidance:

- general views of the asset in its wider setting (item 1);
- the building's external appearance. Typically, a series of oblique views will show all external elevations of the building and give an overall impression of their size and shape. Where individual elevations include complex historical information, it may also be appropriate to take views at right-angles to the plane of the elevations (item 2);
- the overall appearance of the principal rooms and circulation areas (item 4);
- any external or internal detail, structural or decorative, which is relevant to the building's design, development and use, with scale where appropriate (item 5);
- any dates or other inscriptions; any signage, makers' plates or graffiti which contribute to an understanding of the building. (item 7);
- any building contents which have a significant bearing on the building's history (for example, a cheese press, a malt shovel). (item 8); and
- copies of maps, drawings, views and photographs, present in the building and illustrating its development or that of its site. (item 9).

4.3.6 The written account shall include the following items specified in the Historic England guidance:

- the precise location of the asset as an address and a National Grid Reference (item 1);
- a note of any statutory designation or non-statutory designations, such as the local list (item 2);
- the date when the record was made, the name(s) of the recorder(s) and the location of any archive material (item 3);
- a longer summary statement which details the building's form, function, date and sequence of the development. There should also be information about the names of architects, builders, patrons and owners, if known (item 6);
- an introduction setting out the circumstances in which the record was made (item 7);
- acknowledgements to all those who have made a significant contribution to the making of the record or who have given permission for copyright to have been

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reproduced (item 8);

- a discussion of the published sources relating to the building, an account of its history as given in published sources, a map regression and critical evaluation of previous records of the building (item 9);
- an account of the building's overall form and its success phases of development (item 11);
- an account of the building's past and present use, and of the uses of its parts, with the evidence for these interpretations (item 12);
- any evidence for the former existence of demolished structures or removed plant associated with the building (item 13);
- a discussion of the architectural or historical context or significance of the building locally, regionally or nationally, in terms of its origin, purpose, form, construction, design, materials, status or historical associations (item 17);
- full bibliographic and other references of a list of sources consulted (item 23); and
- a glossary of architectural or other terms likely to be unfamiliar to readers (item 24).

#### 4.3.7

The drawn and photographic historic building record should be produced in enough detail to facilitate the salvage of significant fabric from the building (the scope of which is not included in the scope of this document). The survey should record any of the following key fixtures and fittings that still survive in salvageable condition, in enough detail to inform their salvage and reconstruction:

- embossed copper ceiling to bar area (painted white);
- brass fingerplates to doors at ground and 1st floor levels;
- Minton floor tiles to the Banbury Street entrance corridor;
- Craven Dunnill glazed faience textured tile panels, dados, and plain wall tiles to Banbury Street entrance corridor;
- decorative ceiling roses;
- glazed panel with signwriting to an internal door (snooker room);
- Banbury Street and New Canal Street external timber doorways including etched glass panels and doors;

- internal vestibule door and glazed panels from Banbury Street entrance; and
- leaded / stained glass casement windows on the ground floor, incorporating 'Ansell's' logo, including internal architraves.

4.3.8 In addition, the following historic fittings and building materials that survive in salvageable condition should be recorded in enough detail to inform their salvage and reuse in other historic properties or in new building projects:

- moulded corbel (possibly of plaster) and architrave to arches (likely to be made of wood);
- moulded cornices to ceiling;
- fireplace and fender (snooker room);
- cast fire surround (upper bedroom);
- the lower section (corbelled base) of the timber bar (understood to have been re-sited from another Victorian pub in Birmingham) and signage fascia above the bar;
- 19th century internal panelled doors and architraves to first floor landing and those stored in the cellar;
- terracotta units forming window and door surrounds, cornice and decorative fascia band to signage;
- brick modillion band and decorative fascia band to adjoining property;
- casement and sash windows including internal architraves/sills; and
- chimney pots and decorative bricks to chimneys.

## 4.4 Setting Recording

4.4.1 The **Simple Recording** of the setting of the Eagle and Tun public house will be undertaken in accordance with specific guidance in the Technical Standard for the Recording of the Setting of Designated Heritage Assets (HS2-HS2-EV-STD-000-000037). The recording shall include:

- Photography;
- Written analysis;
- Mapping visual aspects;

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4.4.2 Table 4 sets out the information to be documented within the setting record.

Table 4 Levels of recording for recording setting

Level of recording	Content of record
Simple	<p>Photography:</p> <ul style="list-style-type: none"> <li>Photographs showing principal views of and from the asset.</li> </ul> <p>Written Description:</p> <ul style="list-style-type: none"> <li>Short description of the history of the main surviving elements of the asset and its overall setting.</li> <li>Short summary description of the main aspects of the asset’s significance and the contribution of surviving elements of the setting to the significance.</li> </ul> <p>Mapping:</p> <ul style="list-style-type: none"> <li>Reproduction and description of historic maps.</li> <li>Production of a current map showing key views.</li> </ul>

4.4.3 The study of the setting will draw upon the historic sources identified for the recording of the built assets (Table 2).

## 4.5 Salvage

4.5.1 The Eagle and Tun retains several internal and external fittings and fixtures, dating to its original construction, which have architectural, cultural and historic value. Their salvage and reuse, although out of their original context, would allow continued appreciation of their aesthetic value and potential for interpretation depending on where they are re-sited.

4.5.2 A salvage audit will be carried out, in accordance with the Construction Demolition and Excavation Waste Strategy (CDEWS) (HS2-HS2-EV-STR-000-000004), to consider whether historic fixtures and fittings that would otherwise be lost can be salvaged.

4.5.3 Pending the assessment of the damage caused by the fire in January 2020, the salvaging will aim towards:

- retaining details and fixtures of significance to those associated with the design or historic use of the building, for whom retention and reuse will enable an association with the historic building to be retained; and
- assist in the restoration and repair of other period properties and can be a means by which historic buildings can be reflected in new developments.

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4.5.4 Following a site survey, an appraisal of the building has identified the following to be the key fixtures and fittings of historic, architectural and cultural interest:

- Embossed copper ceiling to bar area (painted white).
- Brass fingerplates to doors at ground and 1<sup>st</sup> floor levels.
- Minton floor tiles to the Banbury Street entrance corridor.
- Craven Dunnill glazed faience textured tile panels, dados, and plain wall tiles to Banbury Street entrance corridor.
- Decorative ceiling roses.
- Glazed panel with signwriting to an internal door (snooker room).
- Banbury Street and New Canal Street external timber doorways including etched glass panels and doors.
- Internal vestibule door and glazed panels from Banbury Street entrance.
- Leaded / stained glass casement windows on the ground floor, incorporating 'Ansells' logo, including internal architraves.

4.5.5 In addition to the more significant fixtures and features, the property includes a variety of historic fixtures and fittings and building materials that could be salvaged for the restoration of other historic properties or reuse in new building projects. These comprise:

- Moulded corbel and architrave to arches (possibly of plaster and wood).
- Moulded cornices to ceiling.
- Fireplace and fender (snooker room).
- Cast fire surround (upper bedroom)
- The lower section (corbelled base) of the timber bar (understood to have been re-sited from another Victorian pub in Birmingham) and signage fascia above the bar.
- 19th century internal panelled doors and architraves to first floor landing and those

stored in the cellar

- Terracotta units forming window and door surrounds, cornice and decorative fascia band to signage.
- Brick modillion band and decorative fascia band to adjoining property.
- Casement and sash windows including internal architraves/sills.
- Chimney pots and decorative bricks to chimneys.
- Bricks.
- Roofing slates and ridge tiles in good condition.

4.5.6 The Salvage Strategy will require a pre-demolition audit that fully itemises elements that are intended to be salvaged, their constituent material (where known) and their location. The Strategy will identify a methodology for how each specific type of material/element will be recovered, protected, and stored for future use. Salvage will take place in two phases, starting with a soft strip (to remove as many identified elements as possible) before damage to the building envelope or significant vibration work in the vicinity of the property is undertaken.

4.5.7 The Salvage Strategy would particularly focus on the removal of fixtures and fittings intact, without loss or damage and, where necessary under specialist supervision (for example, the removal of the tiles by specialists in tile conservation). Where damage to a fitting is unavoidable, the methodology will set out a clear process for limiting impact or damage to the feature in the course of its salvage.

4.5.8 The salvage audit shall be co-ordinated with the demolition contractor. A historic building professional shall be in attendance during the works, to ensure that the salvage is carried out appropriately.

## 4.6 Community engagement

4.6.1 As a public house, the Eagle and Tun has been playing a role in the local community from the 19th century. In recent memory there are strong popular cultural connections with the building as the location of the public house, close to recording studios in Digbeth, meant that it played an important role in the emerging Birmingham music scene in the 1980s. There is a connection with UB40 as the interior of the pub featured in an album cover and video.

4.6.2 A community engagement project to record aspects of the communal value of the Eagle and Tun's intangible heritage may complement the historic building recording. Drawing together

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oral, written, photographic and film forms would be a means of understanding, valuing and acknowledging the history, issues and legacy of the public house, the people who worked and lived locally and met and socialised there, and to communicate this to current and future generations. This could form part of the HS2 Community Histories podcasts. The work would aim to:

- draw together cultural evidence available to build upon this memory-base by translating it into an easily interpreted and accessible form;
- record and understand the transitions, adaptations, innovations and events experienced by people using the Eagle and Tun as a social and recreational venue;
- understand the role of the Eagle and Tun through the later 20th century and the extent to which social change, and the legacy of social and cultural activities, impacted on the building and its use, or the demographic of the local community;
- if appropriate and feasible, connect with activities relating to the conservation, repair or management of identified significant assets;
- support where applicable, the salvage of material of architectural or historic significance which have the potential for reuse (for example, as part of the landscape and within the Cultural Arts Strategy), in particular focussing on the relocation of core assets to locations, such as the history centre at the Old Curzon Street Station, where they can continue to be enjoyed and understood as part of Birmingham’s changing cultural scene.

## 5 Post-Investigation Reporting and Archiving

5.1.1 A single building survey report shall be produced with the following structure:

- Executive Summary;
- Introduction;
- Summary of project’s background (including Specific Objectives addressed);
- Description and illustration of the building location, including of its setting;
- Previous work(s) relevant to the building recording (e.g. DBA, DDBA, previous surveys);



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- Topography of the site;
- Specific Objectives and aims;
- Methodology of site-based and off-site (reporting) work, including of recording setting;
- Results and observations including quantitative report, accompanied by illustrations (including any constraints on site);
- Assessment and interpretation of results against original expectations and Specific Objectives and, where appropriate, a review of evaluation strategy;
- Consideration of the results and conclusions within their wider context;
- Evaluation of the methodology employed, and the results obtained (i.e. a confidence rating);
- Publication and disseminations proposals (in addition to survey report);
- Archive deposition;
- Bibliography;
- Appendices, including:
- Specialist assessment or analysis reports where undertaken (e.g. dendrochronology)
- Illustrations, including location plans with scale and grid co-ordinates
- A photographic record of the building and its setting.

5.1.2 The following figures shall accompany the survey results and interpretation:

- General location plan (mandatory);
- Engineering design (mandatory);
- Cartographic, pictorial and image data (mandatory);
- Survey drawings, plans and elevations (where relevant);
- Plans or drawings showing extent and features of setting (where relevant);
- Survey drawings showing areas of building identified for conservation, salvage etc.

- Townscape/Landscape Character Area Mapping (where relevant);
- Impact drawings (where relevant).

## 6 Dissemination

- 6.1.1 The project archive and finds shall be deposited with the appropriate museums archive, as identified in the LS-WSI, according to the Historic Environment Physical Archiving Strategy (HS2-HS2-EV-STR-000-000018) and the Historic Environment Physical Archiving Procedure (HS2-HS2-EV-STD-000-000039).
- 6.1.2 Digital and hard copies of the report shall be submitted in accordance with the requirements of the relevant Historic Environment Record (HER) and the National Record for the Historic Environment (NRHE) in Swindon.
- 6.1.3 Significant discoveries shall be reported in summary in the local archaeological society journal and/or other relevant journal as appropriate.
- 6.1.4 In accordance professional standard practice an 'Online Access to the Index of archaeological investigations' ('OASIS') record shall be completed for submission to the HER and Archaeological Data Service (ADS). A digital copy of the final report shall be submitted to the ADS.
- 6.1.5 All digital data management and archiving shall be carried out in accordance with the Historic Environment Digital Data Management and Archiving Procedure (HS2-HS2-EV-STD-000-000040) and the Historic Environment Digital Data Management and Archiving Strategy (HS2-HS2-EV-STR-000-000019).

## 7 Information Management

- 7.1.1 GIS deliverables shall be provided in accordance with the *Cultural Heritage GIS Specification* (HS2-HS2-GI-SPE-000-000004). CAD files shall be GIS compatible and follow standards set out in the same Specification. Figures may be produced using CAD, but final deliverables must be supplied in GIS format.
- 7.1.2 Mapping and spatial data deliverables shall conform to the Employer's GIS Standards as set out in HS2-HS2-GI-STD-000-000002 and other associated referenced documents.
- 7.1.3 The *Employer's* standard template for reports (HS2-HS2-PM-TEM-000-000004) shall be used.

## 8 Quality Assurance Processes

- 8.1.1 The building recording shall be managed and undertaken by suitably qualified, experienced and competent professionals.
- 8.1.2 The Appointed Contractor shall liaise with DJV regarding the works programme and quality assurance of the works. In the event of potential delays to programme, the Appointed Contractor shall issue an Early Warning Notice (EWN) via CEMAR following internal approval by their Project Director.
- 8.1.3 The Appointed Contractor shall have direct communication with LM on contractual matters and non-heritage quality assurance; DJV shall be informed of any EWNs raised in the course of the works.
- 8.1.4 The works shall be overseen and internally quality-assessed by the Appointed Contractor's senior management and shall be directed by their Project Director.
- 8.1.5 All parties will follow HS2 protocols for Intra- and Inter-project communication, which will consist of the following format:
- Weekly progress meetings will be held to discuss the progress of on-site works, forecasting of the works programme and to highlight any potential EWNs;
  - Matters arising from progress meetings will be discussed and meeting minutes will be forwarded to all parties (Appointed Contractor, DJV, LM).
- 8.1.6 The following interfaces are anticipated based on current information:
- The Employer (HS2);
  - The Contractor (LM-JV)
  - The Archaeological Consultant (DJV);
  - Third party stakeholders via DJV;
  - HS2 via DJV;
  - Other contractors working on separate parts of the evaluation area.
- 8.1.7 The Appointed Contractor shall submit a draft of all reports to Asite for review after they have been checked and then reviewed by senior qualified, experienced and competent professionals. DJV will subsequently provide internal feedback and may require that the Appointed

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Contractor amends documentation before acceptance. The Appointed Contractor shall upload PDF's of accepted documents to A-site for issue to HS2. HS2 may provide feedback and require amendment to submitted documents before they are approved.

## 9 Evidence of Engagement

9.1.1 This section will be completed following to provision of comments from the Local Planning Authority and stakeholders.

## 10 Figures

10.1.1 The following figures are attached as Appendix A and B:

- Figure 1: Site Location of the Eagle and Tun Public House
- Figure 2: Heritage Assets within 250m of the Eagle and Tun Public House
- Figure 3: Previous Investigation within 250m of the Eagle and Tun Public House
- Figure 4: 1890 Ordnance Survey Map 1:2500
- Figure 5: 1905 Ordnance Survey Map 1:2500
- Figure 6: 1927 Ordnance Survey Map 1:2500
- Figure 7: 1952 Ordnance Survey Map 1:2500
- Figure 8: 1971 Ordnance Survey Map 1:2500
- Figure 9: 1996 Ordnance Survey Map 1:2500
- Figure 10: View of the main elevations of the Eagle and Tun Public House, looking south
- Figure 11: View of the back of the Eagle and Tun Public House, looking west
- Figure 12: The Bar at the Eagle and Tun Public House
- Figure 13: The ground floor bar seating at the Eagle and Tun Public House
- Figure 14: The tiled flooring at the Eagle and Tun Public House
- Figure 15: The cellar at the Eagle and Tun Public House
- Figure 16: The cellar with the remnants of a doorway or fire place at the Eagle and Tun

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# 11 References and Glossary of Terms

## 11.1 References

Table 5 References cited in this report

Reference	HS2 document reference no.
Birmingham historic environment data and mapping at: <a href="https://localview.birmingham.gov.uk/Planning/Sites/HLC_Maps/">https://localview.birmingham.gov.uk/Planning/Sites/HLC_Maps/</a>	-
Historic England, 2016, Understanding Historic Buildings: A guide to good recording practice	-
The HS2 London and West Midlands Curzon Street Station – Employer’s Requirements Design: Eagle and Tun Heritage Report	P1N4-ARP-EV-REP-NS08-000003
Eagle and Tun Demolition Mitigation Strategy	1SN04-WSP-EV-NOT-NS08-000007
HS2 Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (GWSI: HERDS)	HS2-HS2-EV-STR-000-000015
HS2 Heritage Consent Strategy	HS2-HS2-EV-STR-000-000008
HS2 London West Midlands Environmental Statement, Volume 5 Technical Appendices, CFA26: Washwood Heath to Curzon Street, cultural heritage	CH-001-026, ES 3.5.2.26.3, CH-002-026, ES 3.5.2.26.4, CH-003-026, ES 3.5.2.26.5
HS2 London West Midlands Environmental Statement, Volume 5: Map Books, Cultural Heritage - West Midlands Metropolitan (Part 4 of 4)	ES 3.5.1.4.4
HS2 Technical Standard Specification for historic environment investigations	HS2-HS2-EV-STD-000-000035
HS2 Technical Standard: Specification for Project Plans and Location Specific Written Scheme of Investigations	HS2-HS2-EV-STD-000-000036
HS2 Technical Standard for Recording of the Setting of Heritage Assets	HS2-HS2-EV-STD-000-000037
Warwickshire Railways, available at: <a href="http://www.warwickshirerailways.com/index.htm">http://www.warwickshirerailways.com/index.htm</a>	-

## 11.2 Glossary of Terms

11.2.1 The following terms have been used in this report:

- **Appointed Contractor** - the organisation undertaking the building recording on behalf of the Contractor.
- **Contractor** – the organisation undertaking the building recording on behalf of the *Employer*.
- **Detailed Desk Based Assessment** – analytical document that builds on the information gathered previously in the Environmental Statement to address issues, questions or uncertainties within a given area. It may be developed to provide a more detailed understanding of the resource in an area to inform design development or construction programming.
- **DJV**- the body responsible to the Contractor for assurance of historic environment work and all communication with the Employer and other stakeholders regarding strategy, scope and method of work.
- **Employer** – Hs2 Ltd.
- **Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy** – the framework for delivering all historic environment investigations undertaken as part of the HS2 Phase 1 programme.
- **Health and Safety Compliance Manager** – The manager with responsibility for site inspections, reporting and issuing of recommendations for the Site Supervisor and Project Manager to implement.
- **Location** – a specific HS2 worksite or group of worksites that are being addressed as a combine historic environment investigation programme of assessment, evaluation and investigation.
- **Location Specific WSIs (LSWSI)** – specification document assembling one or more Project Plans within an area of land defined primarily for construction programme purposes. The LS-WSIs will be agreed with the Project Manager and would provide a costed and programmed approach to delivering outcomes.
- **Project Director** - a manager provided by the Appointed Contractor who is responsible for the direction of the works and the field team.

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- **Project Manager** - acts as administrator of the contract for the Contractor, handling certification, compensation events etc., with an obligation to act fairly and impartially as an agent of the Contractor. An office-based manager who is the Contractor’s principal point of contact and who has overall responsibility for the project budget and delivery
- **Project Plans** – specification document for each specific package of activity (e.g. a survey, desk-based assessment, excavation, recoding project). The plans would respond to the Specific Objectives set out in the GWSI: HERDS and be delivered within an agreed budget.
- **Works** – the specific historic environment assessment, evaluation or investigation works at each location.

### 11.3 Acronyms

Table 6 Acronyms salient to this report

Acronym	Description
CIfA	Chartered Institute for Archaeologists
CoCP	Code of Construction Practice
DDBA	Detailed Desk Based Assessment
EIA	Environmental Impact Assessment
EMR	Environmental Minimum Requirement
ES	Environmental Statement
GIS	Geographical Information Systems
GWSI: HERDS	Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy
HE	Historic England (formerly English Heritage)
HER	Historic Environment Record
IHBC	Institute of Historic Building Conservation
LLAU	Limits of Land to be Acquired or Used
LS-WSI	Location Specific Written Scheme of Investigation
OASIS	Online Access to the Index of archaeological investigations

Code 1 - Accepted

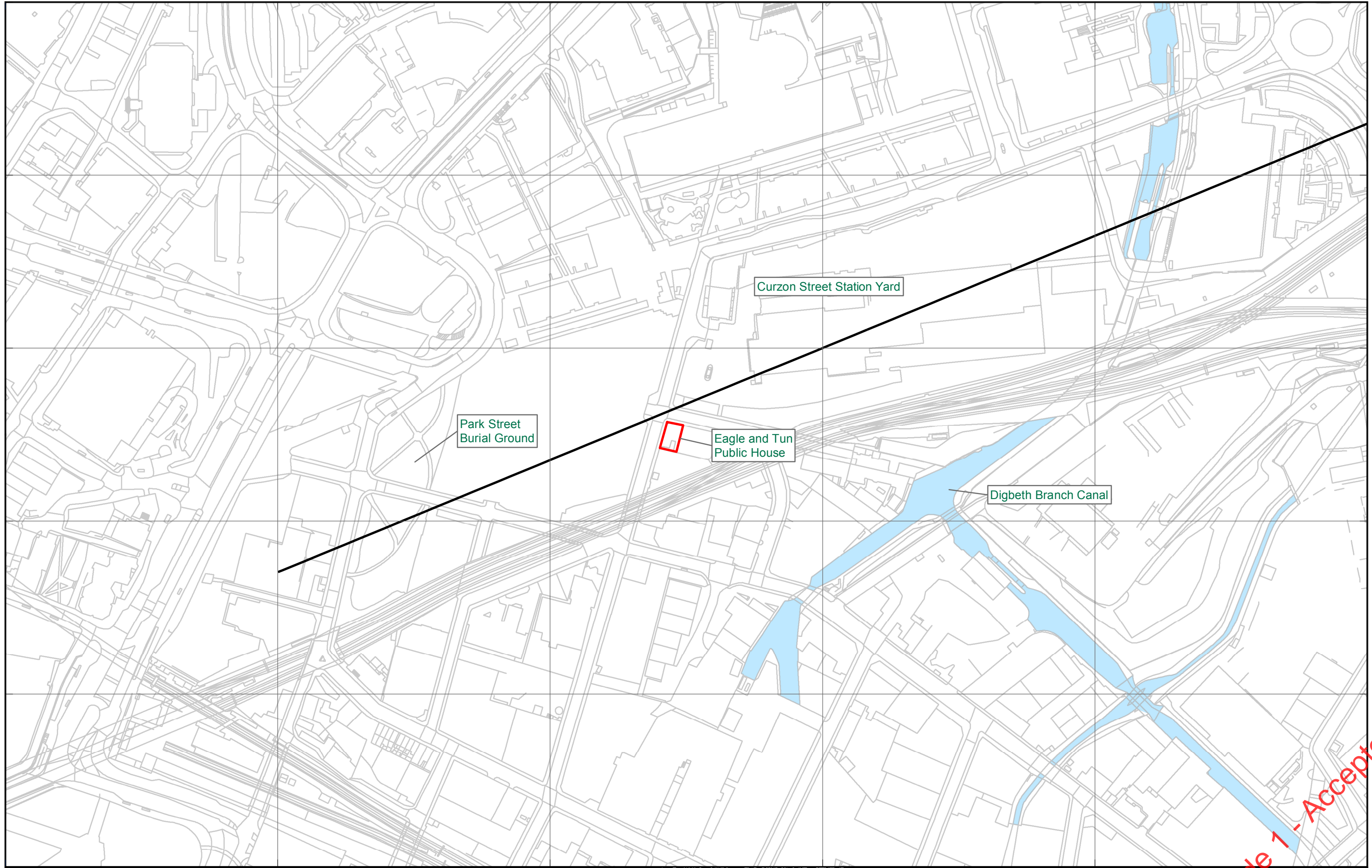
Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: Co1

## Appendix A: Figures

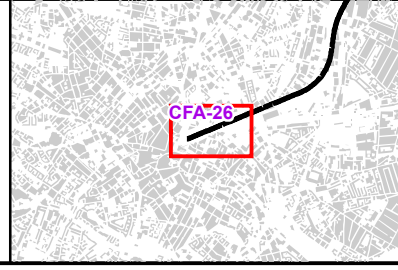
Code 1 - Accepted





**Legend**

- Route in tunnel
- Route on surface
- Site outline
- Community forum boundary
- District/Borough boundary
- Watercourse
- Water Body



**Figure 1**

**Eagle and Tun  
Location Plan**

Community Forum Area CFA26  
Washwood Heath to Curzon Street

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Scale at A3: 1:2,500

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Metres

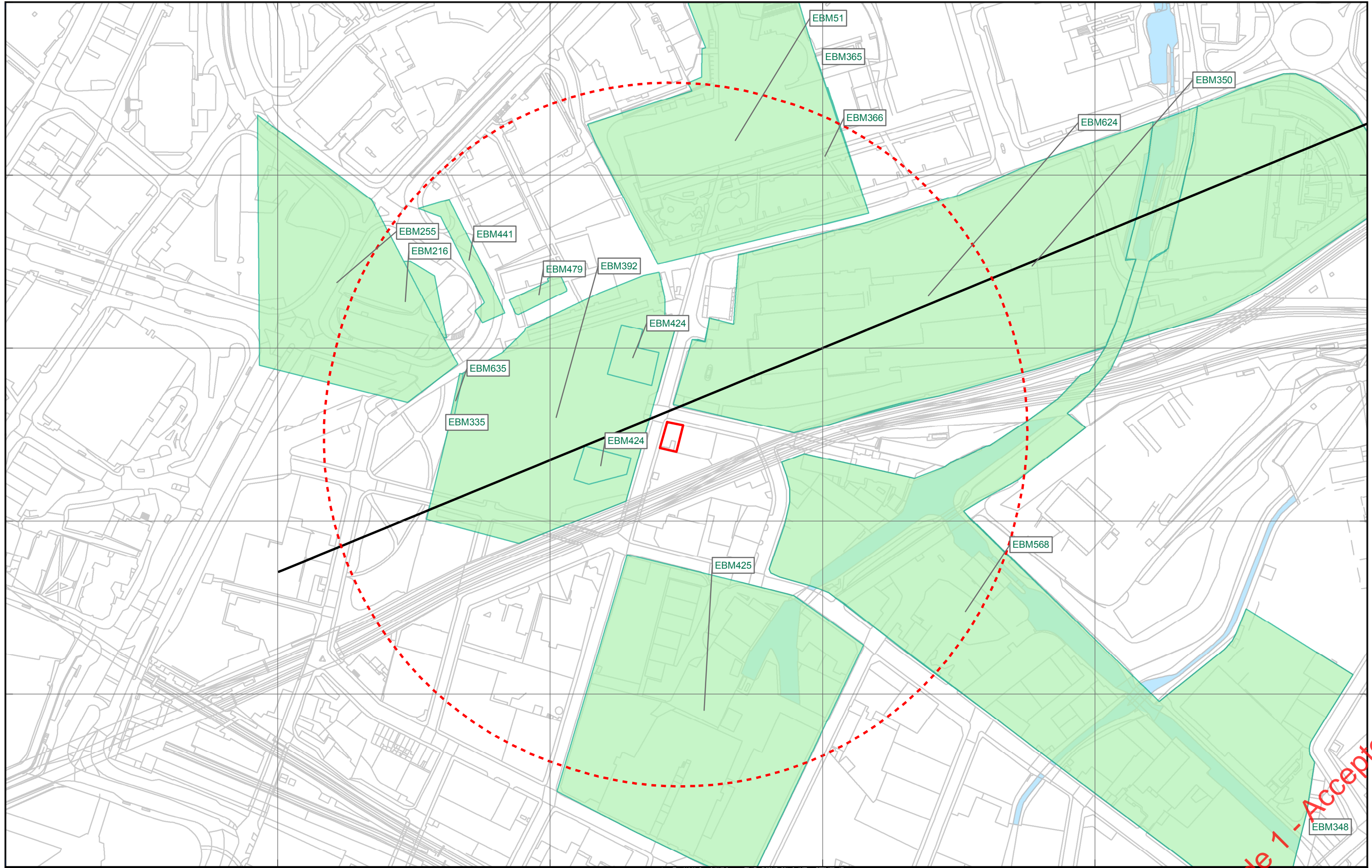
Doc Number: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005      Date: 24/06/20

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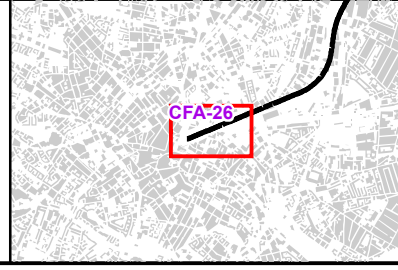






**Legend**

- Route in tunnel
- Route on surface
- 250m boundary
- Community forum boundary
- District/Borough boundary
- Watercourse
- Water Body
- HER Events (polygon)
- Site outline



**Figure 3**

**Eagle and Tun  
Previous Investigations**

Community Forum Area CFA26  
Washwood Heath to Curzon Street

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Scale at A3: 1:2,500

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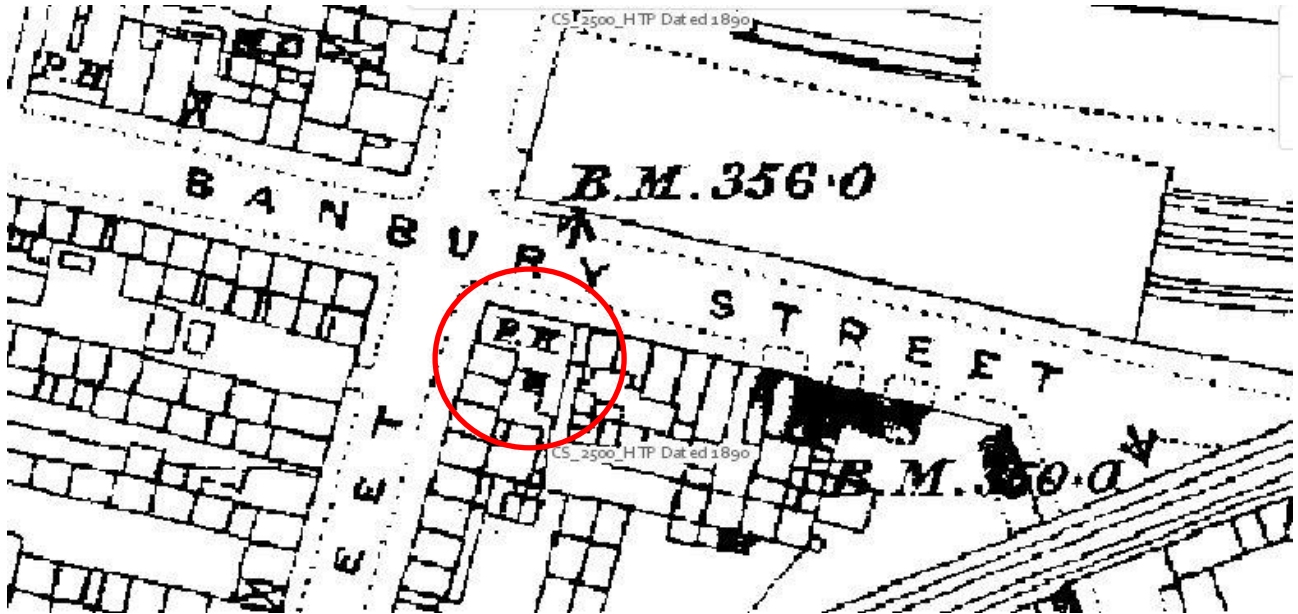
Doc Number: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005 Date: 24/06/20

Code 1 - Accepted

Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 4: 1890 Ordnance Survey Map 1:2500

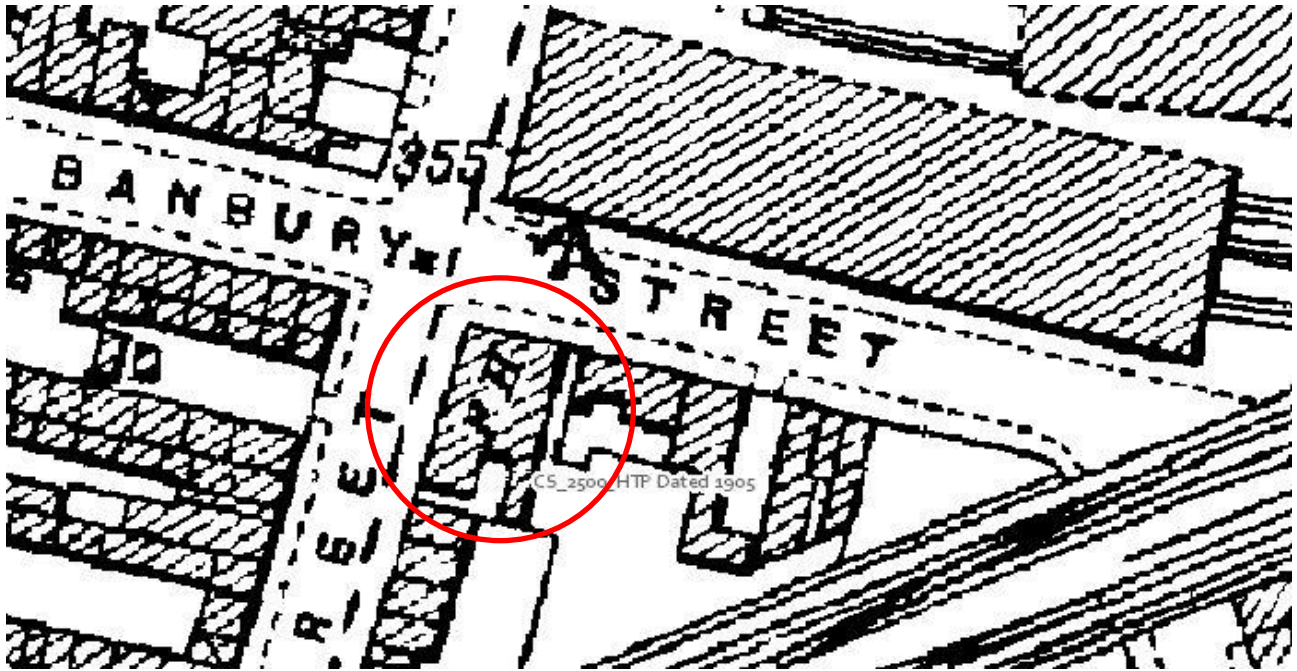




## Figure 5: 1905 Ordnance Survey Map 1:2500



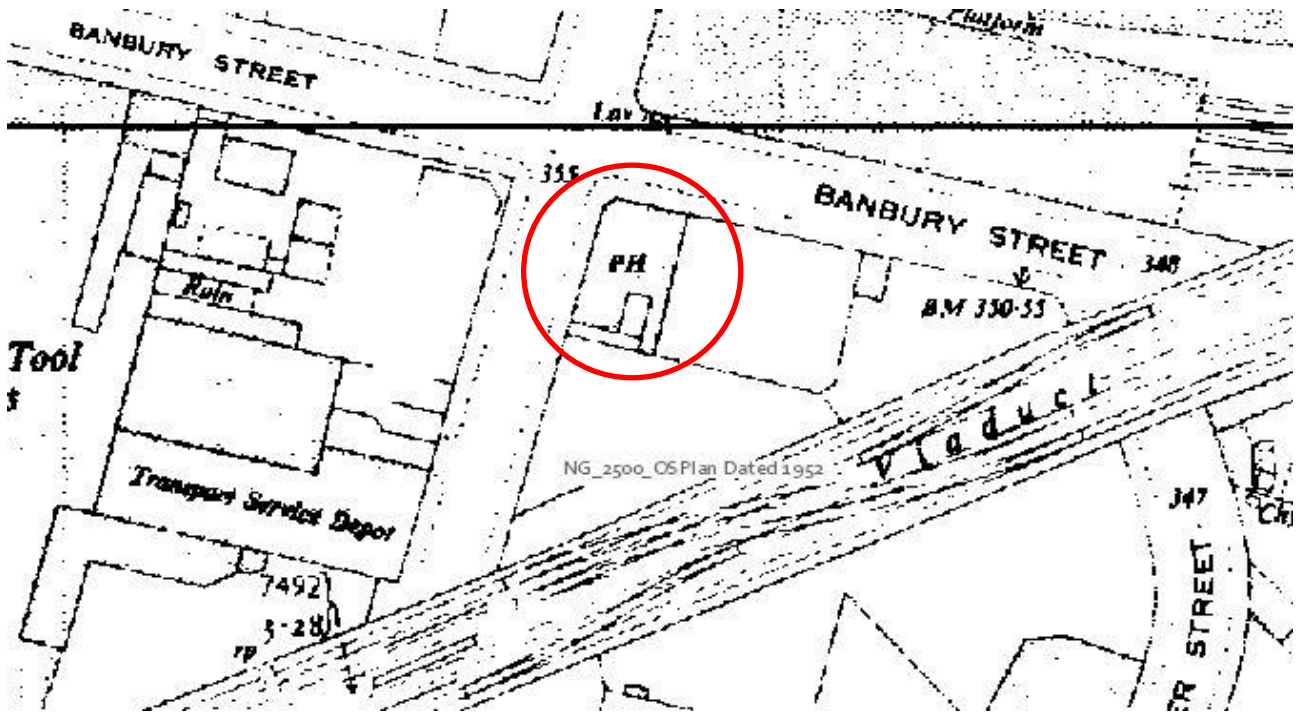
## Figure 6: 1927 Ordnance Survey Map 1:2500



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

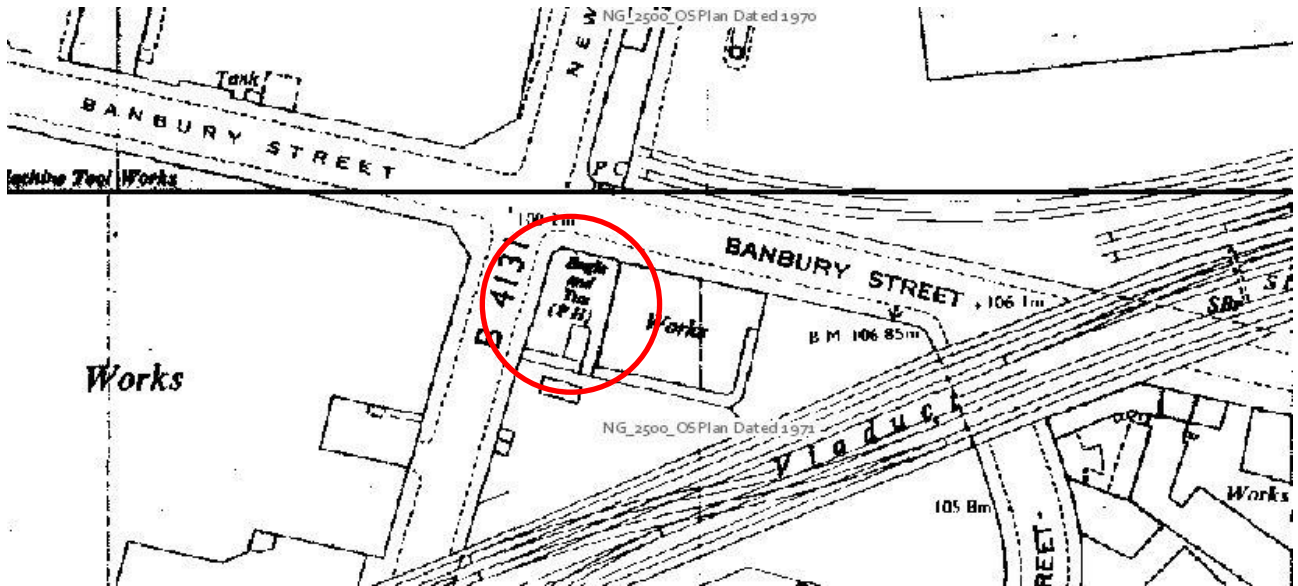
## Figure 7: 1952 Ordnance Survey Map 1:2500



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 8: 1971 Ordnance Survey Map 1:2500



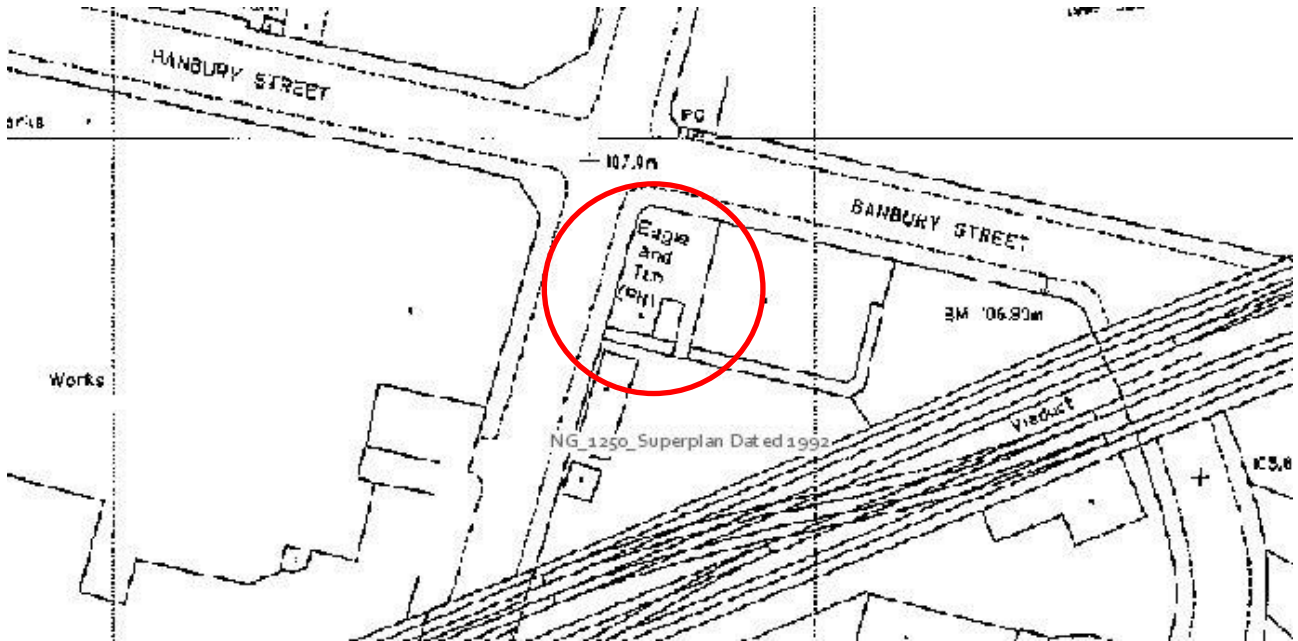
Code 1 - Accepted



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 9: 1996 Ordnance Survey Map 1:2500



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Revision: Co1

## Appendix B: Site Photographs

Code 1 - Accepted

Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 10: View of the main elevations of the Eagle and Tun Public House, looking south



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 11: View of the back of the Eagle and Tun Public House, looking west





Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: Co1

## Figure 12: The Bar at the Eagle and Tun Public House



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: Co1

## Figure 13: The ground floor bar seating at the Eagle and Tun Public House





Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Figure 14: The tiled flooring at the Eagle and Tun Public House





Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: Co1

## Figure 15: The cellar at the Eagle and Tun Public House



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: Co1

## Figure 16: The cellar with the remnants of a doorway or fire place at the Eagle and Tun Public House



Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Appendix C: Heritage Assets

Table 7 Designated and non-designated heritage assets within 250m study area

Reference No.	Name	Description
1343086	Curzon Street: The former principal Building of the Birmingham Terminus for the London-Birmingham Railway	This Grade I Listed Building was designed in a Greek Revival Style by Philip Hardwick and was opened in 1838. The building was closed in 1966 and has been vacant since 2015.
1291262	Birmingham Gun Barrel Proof House	This Grade II* Listed Building is a gun barrel proof (testing) house commissioned by the Guardians of the Birmingham Gun Barrel Proof House from John Horton in 1813.
1234273	Premises of the Christopher Wray's Lighting Company	The Grade II Listed building was built in the mid-19 <sup>th</sup> century with potentially late 18 <sup>th</sup> and early 19 <sup>th</sup> century remains and late 19 <sup>th</sup> century and early 20 <sup>th</sup> century additions.
1234088	The Woodman Public House	The Grade II Listed Building is 1896-7 by James and Lister Lea. This Public House is a relatively complete example of a corner pub which is typical to Birmingham during this time.
1210764	Ringway Engineering Service Company	The Grade II Listed Building is dated c.1840-1850 and comprises of a row of three former houses which have been joined and extended.
1075625	122 Fazeley Street B5	This Grade II Listed Building is dated c.1840-1850 and is a former house consisting of two storeys.
1075624	Canal Side Warehouse with Stop Lock and Dock, Warwick Bar, Warwick and Birmingham Canal	This Grade II Listed Building is a warehouse which was built in c.1840.
ES Ref. WCS022	Digbeth/Deritend Settlement	The settlement represents the most significant survival of medieval elements in Birmingham with good survival of medieval buildings.
ES Ref. WCS030	Multiple Heritage Assets	This reference covers multiple heritage assets, which are fully detailed in the HS2 Environmental Statement. These assets include several industrial buildings.
ES Ref. WCS031	Multiple Heritage Assets	The heritage assets are fully detailed in the HS2 Environmental Statement. These multiple heritage assets comprise of Lawley Middleway Industrial Buildings; Ashted Row pumping station Steam Engine House; Site of Belmont Row Glassworks; Decontamination Building; Belmont Row air raid shelter; Ashted Gun Emplacement or Pillbox; C.W.S Engineering Premises; Belmont Row; 34 Belmont Row; Eagle and Ball Public House; Brass Foundry House ; Site of Buildings, Cardigan Street, AB Row; Curzon Street Goods Shed; House, Public House; Premises of the Christopher Wray's Lighting

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Reference No.	Name	Description
		Company; Site of Coleshill open ropewalk; Site of Turner's Brass House off Coleshill Street; Site of Chapel Street Buildings and Site of ditch on Stafford Street.
ES Ref. WCS033	Multiple Heritage Assets within the Birmingham City Centre Settlement	There are multiple heritage assets under this reference, and these are detailed in the HS2 Environmental Statement. The heritage assets comprise Birmingham City Centre Settlement; Market Cross; Boundary Ditch, Digbeth; Site of the High Cross; Site of Well; Ditch, pits, wells and deposits; St Bartholomew's Cemetery, Chapel; Site of Catholic Masshouse and Franciscan Convent; Site of stone house; Site of building; Pits, gully, Carrs Lane; Site of Prior or hospital of St Thomas; Site of Dale End Mill House and possible windmill' Site of Well' Powell's Gun Shop; The Rotunda including Lloyds Bank and Bar St Martin; Boundary Stone; Monument to Lord Nelson; City Arcade and 12 Dale End.
ES Ref. WCS034	Eagle and Tun Public House, New Canal Street	19th century red brick Public House with terracotta detailing. Interior bar with mirror backing. The building is situated on a corner, giving it prominence within the streetscape characterised by both residential and commercial buildings. However, the loss of these has removed its context and the ability to appreciate the social motivation behind its establishment. The Eagle and Tun forms a pair with the nearby Woodman public house.
ES Ref. WCS035	Eastside Prehistoric Deposits	Site of tree boles and worked Palaeolithic and Mesolithic flints from the Eastside area. The setting of this asset has been removed by later development and contributes nothing to the significance. The significance of this asset lies in its archaeological value. As one of the only sites of prehistoric archaeology within the city, this asset provides vital information to the use of this area during the prehistoric period. The asset provides evidence for flint techniques in use in this area and useful data for comparison if more flint artefacts are recovered in the future. The asset provides information that the city centre does contain prehistoric archaeology and gives useful indicators of the type of site and material that may be recovered.
ES Ref. WCS040	Ditch	North – south ditch or watercourse running parallel to Park Street in existence in 1553. The setting of this asset has been removed through its infilling and redevelopment. The significance of the asset lies in its archaeological value in the possible evidence it can provide for the material culture of Birmingham and for the extent of the settlement from the time it was excavated. It has historic value as a possible early town boundary or park pale.
ES Ref. WCS048	Park Street Burial Ground	Park Street burial ground overspill burial ground for St Martin's Church. The land on the east was acquired for burial in 1807. The burial ground was in use by 1810 and ceased to be used following a Board of Health review in 1873. The burial ground was acquired in 1880 and used as a public recreational space. The burial ground was truncated by the railway in 1851

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Reference No.	Name	Description
		and subsequently in 1894 when many burials are recorded to have been removed. The burial ground was formally declared a public park in 1927. The cemetery was previously enclosed by walls and railing and parts of the wall along the Park Street frontage remain. Most of the memorials within the former burial ground have been removed and the area is crossed by footpaths and bisected by Fazeley Street. Park Street Gardens is set within a busy urban streetscape. Buildings previously on the west frontage of Park Street have been removed and only the Fox and Grapes public house remains. 19th century industrial and commercial development on the east side of the gardens has been removed and the land remains vacant. The significance of this asset is in its historic and archaeological value. The burial ground will provide evidence of several different social classes and comparison of scientific analysis could help to uncover differences in diet and health. There is also historic value in the association of the burial ground as an overspill indicating the rapidly expanding population of Birmingham in the 19th century and the need for more burial grounds.
ES Ref. WCS050	Site of Island House (No.2), Fazeley Street	Former warehouse building now demolished; however, it remains on the local list.
ES Ref. WCS073	Digbeth Branch Canal	Digbeth Branch Canal completed in 1790. The canal is an extension to the Grand Union Canal and includes the Ashtead locks. It is crossed by the 1838 Curzon Street railway bridge and subsequent additions such that the canal is effectively in a tunnel. North of the 1838 portal the canal is in a deep cutting within which are the first of five locks before the canal enters the Ashtead Road Tunnel. The canal is crossed by the Curzon Street road overbridge and Belmont Road overbridge. The canal is located within the Warwick Bar Conservation Area and is a locally listed building. The formal industrial setting of the canal has been eroded by clearance of much of the 19th and 20th century industrial and commercial buildings that lined its west bank. Currently vacant land on both sides of the canal has various permissions for development which will change the now open setting of the canal. There are long views both north and south along the canal across the locks and Belmont Row basin. The view southwards faces towards the city with the former Curzon Street station particularly prominent with railway infrastructure in the distance.
ES Ref. WCS077	Public Urinal, Banbury Street	Cast iron urinal set into internal corner of wall between Banbury Street and New Canal Street. The asset contributes to the historic streetscape.
HER Ref. MBM105	Birmingham Gun Barrel Proof House	Birmingham Gun Barrel Proof House. 1813 by John Horton.
HER Ref. MBM169	British Rail Goods Office (Curzon Street Station)	British Rail Goods Office (Curzon Street Station) (formerly listed as Railway Goods Office).

Code 1 - Accepted

Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

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Reference No.	Name	Description
HER Ref. MBM706	Canal Side Warehouse Warwick and B'ham Canal Fazeley Street	Circa 1840 red brick canal side warehouse with the eaves of roof carried out over stop lock/wharf abutting Warwick Bar lock.
HER Ref. MBM707	Fazeley Street C19 Works	Circa 1840-50, a row of 3 former houses amalgamated and extended to rear as works or may have been built as such.
HER Ref. MBM708	Fazeley Street C19 Works	Circa 1840-50 former house. Two storeys, of red brick with some engineering brickwork.
HER Ref. MBM1555	The Woodman Public House	Public house 1896-7 by James & Lister Lea. Brick and terracotta; slate roof. 2 storeys.
HER Ref. MBM1914	7-12 Bartholomew Row	House and workshops, now brassware factory. Mid C19 with possible late C18 and early C19 remains.
HER Ref. MBM1986	Grand Union Canal	Canal.
HER Ref. MBM2560	Albert Street Buildings	Historic building survey before demolition concluded that the buildings were all early to mid 19th century in date.

Document no: 1EW04-LMJ\_DJV-EV-PLN-NS08-029005

Revision: C01

## Appendix D: Previous Investigations

Table 8 Previous Investigations within 250m study area

Reference No.	Name
EBM335	Ditch evaluation
EBM350	Curzon Park desk-based assessment 2005
EBM366	Curzon Street watching brief
EBM392	BCU Eastside Evaluation
EBM424	Banbury Street BCU excavation
EBM424	Banbury Street BCU excavation
EBM425	Typhoo Wharf Desk-Based Assessment
EBM479	Building Survey of Eastside Plot 42
EBM365	Curzon Street evaluation
EBM216	St Bartholomew's Chapel evaluation
EBM441	St Bartholomew's chapel watching brief
EBM568	Warwick Bar canal side features
EBM348	Warwick Bar Conservation Area assessment and recording
EBM51	Curzon Street building recording
EBM255	Trenches at St Bartholomew's chapel site, Albert Street and Chapel Street
EBM624	Curzon Park desk-based assessment 2007
EBM635	Park Street Gardens watching brief

Document no.: 1EW04-LMJ-EV-MST-NS08-029008

Revision: C02

## 15.2 Appendix B - RAMS

Code 1 - Accepted



## Method Statement/Risk Assessment

<b>Method Statement Title</b>	<b>Eagle and Tun Public House Historic Building Recording</b>
<b>Contract Title</b>	<b>WP 029 D Historic Environment Works – Eagle and Tun Public House – Enabling works contract</b>
<b>Contractor</b>	<b>COPA</b>
<b>MS No.</b>	<b>ETPH_HBR-MS01</b>

### 1.0 Scope & Objectives of Works

*Full description of the scope of works to be outlined, including a basic programme of works*

#### Scope

The historic building recording is required to create a historical record of the site and the building prior to commencement of its demolition. The objective of the investigation is to gain information about the historical resource in order to support an assessment of its character, extent, knowledge value, preservation and potential to contribute to Specific Objectives set out in the Generic Written Scheme of Investigation: Historic Environment Research and Delivery Strategy (Doc No:HS2-HS2-EV-STR-000-00015).

The works will be in accordance with the Location Specific Written Scheme of Investigation for historic building recording survey (Doc. No.: 1EW04-LMJ-EV-MST-NS08-029008). Monitoring of the project will be undertaken by LMJV to ensure compliance with the Project Plan (Doc No: 1EW04-LMJ\_DJV-EV-PLN-NS08\_029005; 2 July 2020). All works will be carried out in accordance with this Risk Assessment/Method Statement. The Site Emergency Plan, detailing muster point(s), procedures, emergency contact details and directions to the nearest A&E, will be provided to the staff undertaking the works.

All works will be supervised by Jon Gill (COPA).

### 2.0 Location of Works

The site comprises a public house, the Eagle and Tun, located on the corner of Banbury Street and New Canal Street on the east side of Birmingham city centre. It also includes the pub manager's house immediately to the south. National Grid reference 407778 286984 (postcode: B5 5RH)

The pub is believed to have been constructed in c.1900 and it replaced a previous pub, also called the Eagle and Tun, which is known to have been constructed at some point between 1814 and 1830. The building is not shown on a plan held at the British Library from 1814 but it is listed in an indenture from October 1830 which states that the site comprised a 'messuage, tenement and dwelling house, Brewhouse and buildings'.

The Eagle and Tun is locally listed by Birmingham City Council at Grade B ('structures or features that are important in the city wide architectural context or the local street scene, and warrant positive efforts to ensure their preservation'). It was also included in the HS2 Phase One Environmental Statement (WCS034) as a non-designated heritage asset.

### 3.0 Task Methodology

#### Pre- Commencement

All COPA staff will attend a Site-Specific induction, including Site Rules, Emergency Arrangements and in addition will be briefed on Site Specific Risk Assessments, Method Statements and Procedures.

Document Reference	Process Parent	Revision Status	Document Owner	Date	Page
WP029RA1	TBC	Rev 1.0	Carl Champness	July 2020	1 of 15

Code 1 - Accepted

## Method Statement/Risk Assessment

There are no facilities on site and security is present, the property is under LM possession and is empty. The access to the buildings will be arranged through the LM Construction Manager for this area. Conor Mullan, the LM CM for the area will be notified at least a day in advance of access to ensure temporary barriers over the doors are removed. The team will discuss access with Anna Griffiths of LM. The team will meet up outside the property with Anna who will carry out a site induction specific to the building (social distancing to be maintained at all times). The team is aware full PPE will be required and will be equipped with lighting (torches) as there is no electricity on site.

It is understood that the properties, recently in commercial use, are now empty following a fire. A visual inspection was previously carried out internally, it was evident that the damage caused by the fire appeared to be aesthetic only on the ground floor; the first floor and exterior showed no signs of fire damage. There was no evidence of any structural damage, however no comments can be made on the concealed building elements or components.

Prior to entry the team will undertake a visual assessment of the buildings to confirm no third party contractors are present, that the buildings appear recently vacated and there are no signs of decay, destabilisation or vandalism/illegal entry which may have degraded the safety of the building internally (needles, fire damage).

Fieldwork is over a period of three days maximum. Staff will operate from a mobile welfare vehicle, equipped with drinking water, appropriate cleaning products, with staggered breaks to ensure social distancing. A cleaning rota will be established and the sign off sheet showing when it has been cleaned and by who will be displayed. The team will not use local facilities (i.e. local shops or supermarkets).

All works will be supervised by Jon Gill (COPA).

COPA staff will be on site between 08.00 and 16.00.

### Proposed timetable

Activity	Date/duration
Induction (at LMJV)	Team inducted and remote induction is to be undertaken on 10 July 2020 for staff that require this
On-site works (photographic, drawn and written survey)	July 2020 (2 days, targeting 15-17 July)
Archival research	TBC (Archives closed at present)
Completion of salvage audit report	Within 5 days of completion of all on site work
Attendance during salvage/demolition	July/August 2020
Reporting	August/September 2020
Archiving	October 2020

### Task

#### Archive Research

The archives and record offices are currently closed due to current restrictions associated with coronavirus outbreak lockdown measures. The archival research will be undertaken once archives and record offices have been reopened. A number of archive sources will be consulted relating to the design, construction, use and alteration of the buildings over time, including any documents relating to the design and construction of the cottages at this site including any architectural designs and drawings if available. Archival research will be undertaken at the Birmingham Record Office. Documents to be consulted will include architectural designs, historic maps, photographs, and contemporary publications including newspaper reports. A detailed map regression will be undertaken using publicly accessible Ordnance Survey maps from the First edition to the present day.

Document Reference	Process Parent	Revision Status	Document Owner	Date	Page
WP029RA1	TBC	Rev 1.0	Carl Champness	July 2020	2 of 15

COPY - Accepted

## Method Statement/Risk Assessment

### Photographic Record

The photographic record for the site will be undertaken in colour digital using a digital SLR to a minimum 10 megapixel resolution in both JPEG and RAW format. A tripod may be used in areas of poor light, as well as flash photography and a 2m or 1m ranging pole will be placed in all shots where access and health and safety allow for scale.

General views of the exterior of each building will be taken which will comprise both oblique views and head on elevation views (as is possible within the constraints of the site). This will be accompanied by a detailed photographic record of specific elements such as windows, doors, blocked openings, architectural and structural detail, evidence for phasing and/or function, modern interventions and anything else pertinent to the historic record.

Internally, a general photographic record will be undertaken of each room or internal space within the buildings to sufficiently within the ranges of buildings to sufficiently create good overall coverage of the space. As with the exterior, detailed photographs will also be undertaken of specific elements such as windows, doors, blocked openings, architectural and structural detail, evidence for phasing and/or function, modern interventions and anything else pertinent to the historic record.

A photographic record will also be taken of the setting, including surrounding streets and buildings to set the public house in its context.

A running register of photographs will be made on site, which will be included in the final report as an appendix.

### Written Record

The photographic record will be accompanied by a written record of the exterior and interior of the buildings using pro forma recording sheets which will be filled out for each building and internal spaces. Comment will be made on condition, construction and materials, architectural style and character, evidence for phasing, evidence for past industrial practices, modern interventions and anything else pertinent to the historic record.

### Drawn Record

The drawn survey will include the production of a series of detailed, metrically accurate floor drawings in AutoCAD, and the drawing will include full floor plans, external elevations, cross sections or long sections etc. The measured survey will be produced using a GeoSLAM Zeb-Revo scanner following the methodology set out within the LSWSI. Photogrammetry (or 'structure from motion') will also be used, particularly to create the external elevations. Photographs for this will be taken using a camera fixed to a telescopic pole and with a hand-held camera. The images will then be combined using the Agisoft programme to create a scaled 3D image of the building's exterior

### Salvage

Within a week of completion of the works, a salvage audit will be prepared detailing fixtures, fittings and building elements which should be salvaged or reused.

The historic building recording consultant will attend the site at appropriate points to oversee the removal of fittings and as required (however, there would be no benefit of maintaining continuous archaeological supervision).

### Reporting

Upon completion of the stages of the on-site recording and monitoring during salvage, a single historic building survey report will be produced. The report will include a historical background of the public House which will be expanded from the content within the Project Plan, a description of the structures, conclusions regarding its development and alteration and accompanying plans and photographs.

The report will include:

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WP029RA1	TBC	Rev 1.0	Carl Champness	July 2020	3 of 15

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## Method Statement/Risk Assessment

- Introduction;
- Summary of project background (including Specific Objectives addressed);
- Description and illustration of the building location, including of its setting;
- An overview of previous work relevant to the building recording;
- The topography of the Site;
- Specific Objectives and aims;
- Methodology for site work, reporting and recording of setting;
- Results and Observations including a quantitative report with accompanying illustrations;
- Assessment and interpretation of results against expectations and Specific Objectives;
- Consideration of the results and conclusions within the wider context;
- Evaluation of employed methodology and obtained results (confidence rating);
- Publication and dissemination proposals;
- Archive deposition;
- Bibliography;
- Appendices – including illustrations, location plans with scale and grid co-ordinates and a photographic record of the buildings and their setting.

### Post Task Methodology

The Site will be left clean, tidy and secure.

### 4.0 Parties Affected by Works

<b>Client's Employees</b>	<b>Yes</b>	√	<b>No</b>		<b>Employees</b>	<b>Yes</b>	√	<b>No</b>	
<b>Visitors</b>	<b>Yes</b>	√	<b>No</b>		<b>Contractors</b>	<b>Yes</b>	√	<b>No</b>	
<b>Members of the Public</b>	<b>Yes</b>	√	<b>No</b>			<b>Yes</b>		<b>No</b>	

### 5.0 Specific Hazards

Principal hazards are:

- Manual handling – carrying equipment to and from site and the operation
- Movement around site – uneven terrain presenting a risk of trips and falls (including floorboards)

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WP029RA1	TBC	Rev 1.0	Carl Champness	July 2020	4 of 15

## Method Statement/Risk Assessment

ripped up during copper theft (internal trip hazard))

- Possible open voids/fragile floors – falls from height
- Contamination from wildlife
- Falling/flying debris
- Sharps e.g. needles and broken glass
- Isolated working areas
- Adverse weather conditions
- Confrontation
- Infectious diseases.
- Risk of coronavirus infection.

### 6.0 Foreseeable Hazards & Risks Associated with Works

Item	Hazards Identified	Who is at Risk	Risk Rating at Initial Assessment	Residual Risk after Control measures applied.
1	Manual Handling: Over exertion, dropping, failure to assess the lift, incorrect lifting, cuts, strains, back injuries.	Employees	Medium	Low
2	Movement around Site Slipping and tripping/uneven ground Presence of unauthorised personnel/public footpaths Movement around site Poor Light	Employees Visitors	Medium	Low
3	Possible open voids/ fragile floors – falls from height	Employees	Medium	Low
4	Contamination from wildlife	Employees	Medium	Low
5	Falling/flying debris	Employees	Medium	Low
6	Sharps e.g. needles, broken glass	Employees	Medium	Low
7	Isolated working areas – injury or ill health when working alone or at a distance from others	Employees Visitors	Medium	Low
8	Adverse weather conditions – Exposure to the elements and extreme temperatures	Employees Visitors	Medium	Low
9	Confrontation with members of the public	Employees Visitors	Medium	Low
10	Infectious diseases Weils Disease Ticks and Lymes Disease Tetanus	Employees	Medium	Low
11	Risk of coronavirus infection	Employees	Medium	Low

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Item	Control Measures
1	<p>Manual Handling</p> <ul style="list-style-type: none"> <li>No weights requiring mechanical methods will be lifted</li> <li>Seek help from others when lifting heavy equipment.</li> <li>Wear PPE including supportive/protective boots and gloves (full PPE is required).</li> <li>Assess weight to be lifted. No lifting issue is anticipated with the equipment used.</li> </ul>
2	<p>Movement around Site:</p> <ul style="list-style-type: none"> <li>All works will be supervised by Jon Gill (COPA).</li> <li>Two persons minimum to carry out the recording</li> <li>Staff to be aware of potential dangers involved in moving around site e.g. uneven ground (including internally – ripped up floorboards), presence of unauthorised personnel</li> <li>The site will be inspected for slip and trip hazards prior to work commencing.</li> <li>Suitable safety footwear will be worn by all staff.</li> <li>Tools will be stored neatly in designated areas</li> <li>The building is boarded up with no electricity. In areas of poor lighting, battery powered spotlights will be used.</li> <li>Staff not to enter dark areas without lighting</li> <li>The project officer will assess the site for hazards and update the risk assessment as necessary.</li> <li>In the event that unauthorised personnel gain access all survey works will cease until the person(s) have been escorted from the site.</li> </ul>
3	<p>Possible Open Voids/ Fragile Floors – Falls from Height</p> <ul style="list-style-type: none"> <li>All works will be supervised by Jon Gill (COPA)</li> <li>Ensure you have a visible walk route where floor conditions can be assessed (attention to be paid to trip hazards associated with ripped up floorboards)</li> <li>Ensure there is adequate lighting (daylight) or use lighting</li> <li>Do not walk on surfaces that are made of or look different than the rest of the floor.</li> <li>Stay clear of any openings that are not protected</li> <li>Stay clear of area</li> <li>Caution must be taken even if openings have barriers or handrails as they may not be secure.</li> <li>Stay clear of voids or openings that are filled with water or liquid material</li> </ul>
4	<p>Contamination from Wildlife</p> <ul style="list-style-type: none"> <li>Keep a watch for pigeon guano, which can have ticks and cause rashes. Do not go into areas which have a heavy infestation of pigeons or pigeon guano.</li> <li>Wear latex gloves, or other protective gloves and have face masks in the site kit if there are pigeons in the building.</li> <li>Always wash hands before eating/drinking/smoking</li> </ul>
5	<p>Falling/Flying Building Debris</p> <ul style="list-style-type: none"> <li>All works will be supervised by Jon Gill (COPA)</li> <li>Undertake a visual assessment of the area including weather conditions and undertake a dynamic risk assessment.</li> <li>Do not enter if the roof area has broken glass panels or looks unstable</li> <li>Stay clear of walls that look unstable or have loose material</li> <li>Ensure you understand the risks identified in the building survey or other information available.</li> <li>Ensure hard hats are worn</li> </ul>
6	<p>Sharps e.g. needles, broken glass</p> <ul style="list-style-type: none"> <li>Wear suitable gloves.</li> <li>If found, DO NOT touch and inform the Site Manager</li> <li>Never put your hands where you can't see</li> <li>Seek medical attention immediately</li> </ul>
7	<p>Isolated Working Areas</p> <ul style="list-style-type: none"> <li>Staff to work in pairs within close proximity</li> </ul>

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	<ul style="list-style-type: none"> <li>No lone working</li> </ul>
8	<p>Adverse weather conditions</p> <ul style="list-style-type: none"> <li>Individuals to wear appropriate protective clothing (rain proof and/or windproof and/or warm garments in adverse wet, windy or cold weather conditions.</li> <li>Individuals to wear appropriate clothing (loose and light) and sun protection (sun screen, appropriate hat) in warm, bright weather conditions. Shorts should not be worn, short-sleeved shirts should not be worn</li> <li>Work should cease in thunderstorms and appropriate shelter sought.</li> <li>All staff to adhere to control measures</li> </ul>
9	<p>Confrontation with members of the public</p> <ul style="list-style-type: none"> <li>Do not engage in confrontation with the public</li> <li>Always be polite</li> <li>Do not discuss the works, refer the person/s to the HS2 contact number 08081 434434 or <a href="mailto:hs2enquiries@hs2.org.uk">hs2enquiries@hs2.org.uk</a></li> <li>Leave the work area as soon as possible if arguments or aggressive behaviour becomes intimidating or threatening.</li> <li>Report any issues to your manager.</li> </ul>
10	<p>Infections and Diseases</p> <ul style="list-style-type: none"> <li>Contact with standing water to be avoided at all times.</li> <li>Wear gloves</li> <li>Always wash hands before eating/drinking/smoking.</li> <li>Avoid unnecessary contact with eyes, mouth and nose using dirty hands.</li> <li>All cuts and skin abrasions to be immediately washed and dressed.</li> <li>Close fitting clothes (no shorts or short-sleeved shirts)</li> <li>Medical attention to be sought if flu-like symptoms appear between one to four weeks after a possible insect or tick bite following working in such areas.</li> <li>It is the responsibility of each staff member to ensure compliance with the control measures.</li> </ul>
11	<p>Risk of coronavirus infection.</p> <p>Coronavirus Project Plan and Risk Assessment have been prepared by COPA and will be adhered to by the employees on site. This is detailed in appendix C.</p>

### 7.0 Specific Health & Safety Compliance Arrangements

*Detail all health and safety restrictions or arrangements required for the contract*

All works will be supervised by Jon Gill (COPA). All worked carried out by COPA site staff will adhere to the Client's Health and Safety procedures as outlined in this document and given during the site induction.

### 8.0 Protection of Third Parties from Works

*Detail specific control measures for the prevention of exposing third parties to risks from works*

Site specific rules in place.  
 LMJV to provide details on access/locks etc. and safe access will be provided to all areas of the buildings.  
 The site welfare vehicle will be kept locked whilst staff are on site.

### 9.0 COSHH

*Detail all substances, material and biological organisms applicable to the works*

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N/A

### 10.0 Personal Protective Equipment (PPE) and other essentials

Equipment description	Specification (e.g. type, grade)	Applicable
Hard Hat	BS EN 397:1995	Yes
Safety Boots with ankle support	EN 345	Yes
Hi-Vis Long Sleeve Jacket	GO/RT/3297 and BS EN 471:2003 class 3 /	Yes
Hi-Vis Trousers	GO/RT/3297 and BSEN471:2003 class 1	Yes
Light eye protection	BS EN 166F (where F = low energy impact 45 m/s) should be used. This may take the form of safety spectacles or a visor.	Yes
Safety Gloves	BSEN 388 4121	Yes (alternatively, latex gloves will be used where necessary)
Sunscreen		Yes
Wet weather clothing		Yes
Respiratory protective equipment		Yes (where considered necessary)
Fully charged mobile and charger for each member of staff		Yes
First Aid Kit		Yes
Hand cleanser		Yes
Lighting equipment	battery operated ( 2 X 30W and 2 X 50W) LED floodlight	Yes

### 11.0 Emergency Response Equipment and Arrangements

*Detail all emergency response equipment and arrangements*

#### Emergency Procedures

The site team will be provided with a copy of the LMJV Emergency Response Plan for the N4 Area detailing muster point(s), procedures, emergency contact details and directions to the nearest A&E.

A complete first aid kit will be maintained on site at all times.

Any injury will be reported and included in the site accident book.

In the case of health and safety concerns or injury, COPA staff are to inform the Project Officer in the first instance who will liaise with COPA Project Manager. Any immediate health and safety and security issues should also be reported to the client.

All site staff carry valid CSCS cards which will be made available for inspection.

In the event that a member of staff is seriously injured on site the emergency services will be

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contacted immediately. The site address will be given as:

**Eagle and Tun Public House**

**54 New Canal St,**

**Birmingham**

**B5 5RH**

In case of accident or emergency the LMJV Emergency Management and the COPA Project Management will be informed. COPA will be responsible for reporting the incident to the Health and Safety Executive (HSE), should this be required, within the time periods stipulated by the HSE.

**The nearest Accident and Emergency hospital is:**

**Birmingham City Hospital,**

**Accident and Emergency Department**

**Dudley Rd,**

**Birmingham**

**B18 7QH**

See Appendix A for directions.

In the event of a medical emergency or incident on site, a nominated member of the field team or a security guard will:

- 1) Call 999 or 101 and notify the appropriate emergency service and First Aider to give assistance dependant on the nature of incident.

### 12.0 Permit to Work Requirements

N/A

### 13.0 Personnel Involved in Task & Contact Details

*Detail personnel involved in the task either in persons conducting job or overall numbers. Also include levels of supervision.*

Please refer to Appendix B

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### 14.0 Specific Training Requirements for Task

**Detail personnel involved in the task either in persons conducting job or overall numbers. Also include levels of supervision.**

All staff are CSCS card holder.

Staff will be suitably trained/experienced in specific tasks (relating to historic building recording and/or measured survey).

All site personnel are required to receive an LMJV HS2 Induction before accessing any sites. Records are retained at the LMJV Project Office, 6<sup>th</sup> Floor, Cornerblock, Two Cornwall Street, Birmingham B3 2DX.

### 15.0 Plant & Equipment to be used During Works

**Detail all plant**

N/A

### 16.0 Traffic Management

**Detail requirements for traffic management restrictions and controls**

LMJV to provide details on access routes and any parking requirements

### 17.0 Waste Disposal & Environmental Considerations

**Detail all waste disposal considerations**

Staff will work in accordance with the Site Environmental Procedures and Site Rules as stated by LM below.

#### ENVIRONMENTAL SITE RULES

- Core working hours from 08.00 to 16.00 weekdays (excluding bank holidays). Any work out of these hours will need to be agreed with LM and the Local Authority.
- One hour before and up to one hour after normal working hours is allowed for start-up and close down of activities. No plant and/or machinery shall be turned on during this period.
- No open fires allowed.
- Vehicles and plant will be switched off and secured when not in use.

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- If you are approached by members of the public advise them to contact the HS2 helpdesk and provide contact cards.

ALL ENVIRONMENTAL INCIDENTS INCLUDING SPILLS, LEAKS, ECOLOGICAL OR DAMAGE TO BUILDINGS ARE TO BE REPORTED TO YOUR SITE SUPERVISOR WHO WILL NOTIFY LM.

Waste will be disposed of in accordance with Site Rules and Procedures

### 18.0 Specific Emergency Contact Numbers/Procedures


*Detail all Specific Emergency Contact Numbers or Procedure references*

Refer to Emergency Contact details displayed in the Site Office.

### 19.0 Specific Co-operation with Third Party Activities

*Detail specific requirements*

To be discussed at Site Meeting

<b>Prepared by:</b>	Carl Champness		
<b>Position held:</b>	Senior Project Manager		
<b>Signed:</b>		<b>Date:</b>	06/07/20
<b>Review date:</b>			

### 20. Acknowledgement

I confirm that I have understood the Method Statement/ Risk Assessment and undertake to execute the works in the appropriate manner.

Print Name	Sign	Date

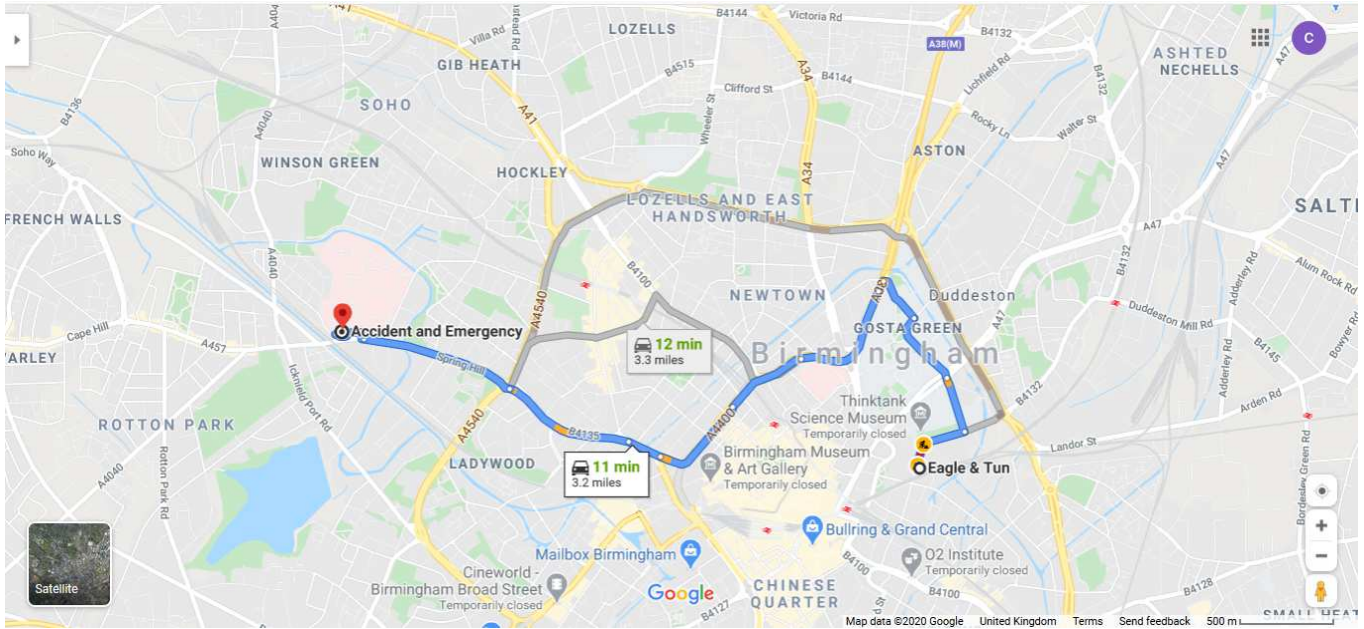
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### APPENDIX A: Plan and directions to A&E



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### Appendix B – Personnel

Name	Company	Position	Email	Telephone
Richard Brown	COPA	Lead SPM	<a href="mailto:richard.brown@copajv.com">richard.brown@copajv.com</a>	01865 980728  07725 782606
Julia Sulikowska	COPA	Lead Manager – Design Reporting and Built Heritage	<a href="mailto:Julia.Sulikowska@cotswoldarchaeology.co.uk">Julia.Sulikowska@cotswoldarchaeology.co.uk</a>	0164 347 641  07889 811391
Jon Gill	COPA	Project Manager (Buildings)	<a href="mailto:Jon.gill@oxfordarchaeology.com">Jon.gill@oxfordarchaeology.com</a>	01865 980740  07738 252 408
Deirdre Forde	COPA	Historic Buildings Consultant	<a href="mailto:deirdre.forde@oxfordarchaeology.com">deirdre.forde@oxfordarchaeology.com</a>	07584 501613
Benjamin Brown	COPA	Geomatics Lead	<a href="mailto:benjamin.brown@oxfordarchaeology.com">benjamin.brown@oxfordarchaeology.com</a>	07584 501618
Conor Mullan	LMJV	Senior Construction manager	<a href="mailto:cmullan@lm-jv.com">cmullan@lm-jv.com</a>	xxx
Anna Griffiths	LMJV	Site manager	<a href="mailto:agriffiths@lm-jv.com">agriffiths@lm-jv.com</a>	07926 081076
Isaac Acquah	LMJV	Project Engineer	iacquah@lm-jv.com	07704 768068
Glenn Rose	DJV	Historic Environment Advisor	glenn.rose@wsp.com	01213 524775
Lisa Atkinson	LMJV	Site Agent	latkinson@lm-jv.com	TBC
Nick Slack	LMJV	Section Manager	nslack@lm-jv.com	07900 703741
Paul Hunt	LMJV	Project Manager	phunt@lm-jv.com	07775 551776
Rob Arnold	LMJV	Senior Construction Manager	rarnold@lm-jv.com	07921 936762
Rebecca Cottington	LMJV	Environmental Advisor	rcottington@lm-jv.com	07384 526427
Martin Welch	LMJV	Senior Health and Safety Manager	mwelch@lm-jv.com	07935 205761

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	HS2	Enquiries	Use for members of the public who may have questions or concerns	08081 434434
	HS2	Incident Helpdesk	LMJV 'On site manager' to ring LMJV H&S manager/ or Environmental Manager/ or Security manager to escalate Incidents to HS2 helpdesk.	TBC

### Appendix C Coronavirus (COVID-19) Risk Assessment and Project Plan

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Working on  
behalf of



# Enabling Works North Contract - LM COVID-19 Project Plan

## WP 029 D Historic Environment Works – Eagle and Tun Public House, Birmingham – Enabling Works North Contract

Document Number: 1EWo4-LMJ-HS-PLN-NSo8-029001

Revision	Author	Checked by	Approved by	Date	Reason for revision
Po1	Carl Champness	R. Brown	N. Slack	06/07/20	Issued for acceptance

DOCUMENT OWNER:

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## 1 Purpose

- 1.1 This project plan has been prepared in line with the Construction Leadership Council Site Operating Procedures and outlines the key steps LM projects will take to manage the risks associated with the Coronavirus (COVID-19).
- 1.2 Construction sites operating during the Covid-19 pandemic need to ensure they are protecting their workforce and minimising the risk of spread of infection. This document is intended to introduce consistent measures on sites of all sizes in line with the Government's recommendations. These are exceptional circumstances and the industry must comply with the latest Government advice on COVID-19 at all times.
- 1.3 Public Health England (PHE) guidance for construction states "where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission". **Where face to face working is essential to carry out a task when working within 2 metres, written authorisation will be sought from the LM Senior Project Manager, following a written risk assessment using the hierarchy of control prior to works taking place.**
- 1.4 The health and safety requirements of any construction activity must also not be compromised at this time. If an activity cannot be undertaken safely it should not take place. We are aware that emergency services are also under great pressure and may not be in a position to respond as quickly as usual. Sites should remind the workforce at every opportunity of the Site Operating Procedures/RAMS which are aimed at protecting them, their colleagues, their families and the UK population.

## 2 Employee Awareness and Self-Isolation

- 2.1 Employees working on this project who fall into the government identified high risk categories must speak to their line manager. LM require these individuals to follow government guidance for self-isolation.
- 2.2 Anyone who meets one of the following criteria should not come to site:
  - Has a high temperature or a new persistent cough - follow the guidance on self-isolation
  - Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant)
  - Is within 14 days of the day when the first member of their household showed symptoms of Coronavirus.

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- 2.3 Anyone who is living with someone who is shielding from Coronavirus should stringently follow guidance on social distancing and minimise contact outside the home. Provided they adhere to this guidance and the project specific controls they can continue to attend work.
- 2.4 Sites must share the company issued briefings and posters with all employees to ensure people are aware of the symptoms and company processes in relation to COVID-19.
- 2.5 LM COVID-19 information page on The Hub  
<https://LMgroup.sharepoint.com/sites/TheHub/SitePages/COVID-19-INFORMATION.aspx>
- 2.6 Employees must not attend work if they suspect they or a member of their household may have COVID-19 must follow the current government guidelines for self-isolation. As set out above.

### 3 Travel to work

- 3.1 Employees in non-operational roles should agree a method of working remotely or minimising site attendance whilst maintaining project support.
- 3.2 When using a private vehicle to make a journey that is essential, cars should only be shared by members of the same household.
- 3.3 If the journey is essential, and there is no option but to share a car with people who are not part of the same household, journeys should be shared with the same individuals and with the minimum number of people at any one time, avoid rotation of personnel between groups. A travel buddy system will need to be implemented and this will be visually demonstrated by wearing of arm bands and a numbering system, so it can be effectively monitored. Details of this should be recorded below.
- 3.4 Good ventilation by keeping the windows open and facing away from each other may help to reduce the risk of transmission. Private vehicles that are used by people from multiple households should be cleaned regularly using gloves and standard cleaning products with particular emphasis on handles and other areas where passengers may touch surfaces.
- 3.5 Where public transport is the only option for workers, change and stagger site opening hours to reduce congestion on the network and avoid peak travel hours.
- 3.6 Projects should consider parking arrangements for additional cars and bicycles where practicable.
- 3.7 Employees should keep 2 metres away from people at fuel stations, use “Pay at Pump” if possible. Employees should use the gloves provided.
- 3.8 Movement of project personnel between LM sites / offices will be minimised in line with the ‘battleship’ strategy.
- 3.9 Project Specific Travel Arrangements

Type of Travel	Arrangements/Control Measures
Vehicle	Team of 2: each member of the team to travel independently in own (if insured) or hired car. Vehicles will not be shared.

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Refuelling	Team to ensure vehicles are sufficiently fuelled up to reduce the need to fuel up on way to site. When refuelling operatives must following all guidance and instructions (spaces in queues etc.) put in place by the Provider
Public transport	Public transport will not be used.

## 4 Arrival on site

- 4.1 Non-essential project visitors shall not be permitted onto site.
- 4.2 LM will continue to operate health and safety assurance during this period. LM have specific guidelines to follow for site assurance to ensure social distancing is maintained at all times. This guidance has been released via email and is available on The Hub.
- 4.3 Security Guards should maintain 2 metres distance from people arriving to work. Any lines or queues should be managed to maintain separation distances.
- 4.4 Projects should review work scope and resources to introduce staggered start and finish times where practicable to reduce congestion and contact at all times.
- 4.5 Ensure measures are in place to prevent the spread of the virus whilst operating security systems / turnstiles. In most cases a gate is most appropriate.
- 4.6 Everyone must confirm on arrival that they do not have a new continuous cough or high temperature and that they have not knowingly been in contact with someone who has these symptoms.
- 4.7 All people attending site will wash their hands with soap and water where ever possible, or use hand sanitiser if water is not available, before entering and leaving the site environment. Where practicable hand cleaning facilities shall be located at site entrances and exits.
- 4.8 LM have issued specific guidance for the supply chain to forward on where required, which provides instructions on how to handle deliveries to site. Drivers should remain in vehicles, observing separation distances and utilise non-contact methods of documenting deliveries.
- 4.9 Project Specific Access Arrangements

Access/Security Issue	Arrangements/Control Measures
Parking	The property is vacant, on street parking is available in Banbury Street and a (former) pay an display car park adjacent to the site
Other operatives	Security is present on site so the supervisor will need to check in before starting any work on the site. The building is in LM possession and access

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	to the building to be arranged through the CM for the area. Social distancing to be maintained at all times
Arrival	Team to stagger arrival/access to the buildings to ensure social distancing is maintained.
Hand hygiene	Team to be equipped with hand sanitiser/wipes which are to be used following arrival to the site and where necessary throughout the day. A mobile welfare van will be provided to the team to ensure appropriate hygiene can be maintained.

## 5 Social Distancing

- 5.1 Sites and work need to be planned and organised to avoid crowding and minimise the risk of spread of infection by following PHE and HSE guidance and the advice within these Site Operating Procedures. Project teams must review all risk assessments to eliminate physical contact between workers and implement 2 metres separation whenever possible.
- 5.2 Public Health England (PHE) guidance for construction states “where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission”. **Where face to face working is essential to carry out a task when working within 2 metres, written authorisation will be sought from the LM Senior Project Manager, following a written risk assessment using the hierarchy of control, prior to works taking place.**

### Eliminate

- Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace
- Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)
- Avoid skin to skin and face to face contact
- Stairs should be used in preference to lifts or hoists and consider one ways systems
- Consider alternative or additional mechanical aids to reduce worker interface

### Reduce

Where the social distancing measures (2 metres) cannot be applied:

- Minimise the frequency and time workers are within 2 metres of each other
- Minimise the number of workers involved in these tasks
- Workers should work side by side, or facing away from each other, rather than face to face
- Lower the worker capacity of lifts and hoists to reduce congestion and contact at all times
- Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.

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- Increase ventilation in enclosed spaces
- Workers should wash their hands before and after using any equipment

**Isolate**

Keep groups of workers that have to work within 2 metres:

- Together in teams e.g. (do not change workers within teams)
- As small as possible
- Away from other workers where possible

**Control**

- Consider introducing an enhanced authorisation process for these activities
- Provide additional supervision to monitor and manage compliance

**PPE**

- Sites should not use RPE for Coronavirus (Covid-19) where the 2 metre social distancing guidelines are met.
- Where it is not possible to maintain a 2 metre distance, each activity should be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort in the hierarchy. LM do not encourage the widespread use of face masks in relation to COVID-19. NHS guidance states these are only required for those undertaking medical care for those actively exhibiting symptoms. FFP3 dust masks will continue to be used where required by task specific risk assessment.
- Re-usable PPE should be thoroughly cleaned after use and not shared between workers.
- Single use PPE should be disposed of so that it cannot be reused
- Where personnel are required to work in specific environments (e.g. where persons are shielding, with symptoms, or confirmed Coronavirus (Covid-19) cases may be present e.g. healthcare or in a home environment) additional PPE should be considered specific to the Coronavirus (Covid-19) risk

**Behaviours**

- The measures necessary to minimise the risk of spread of infection rely on everyone in the industry taking responsibility for their actions and behaviours. Please encourage an open and collaborative approach between workers and employers on site where any issues can be openly discussed and addressed.

5.3 Project Specific Activities

Activity	Arrangements/Control Measures
Travel to site	Team to travel individually to ensure social distancing is maintained.
Access to site	Building is in LM control and access will be arranged through the CM for the area. If the team needs to meet an LM operative on site (i.e. to open the doors to the cottages/gates etc.), social distancing measures will be maintained at all times – the site is of sufficient size to allow for the COPA team and LM operatives to keep distance.

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Historic building recording – photographic record	Team of 2 to ensure social distancing is maintained at all times. Team to work at distance/stagger access to room to ensure the distancing is maintained.
Historic building recording – measured survey	Survey to be undertaken by a team of 1, to work alongside the remainder of the team – access to building/spaces will be staggered to ensure the team maintain the distance throughout the day.
Breaks	Breaks to be staggered if required to ensure social distancing. Staff to use the outside areas or their own vehicles for breaks (rather than shared areas/rooms in the public house) or staggered breaks within the welfare van will be undertaken. The welfare van will be quipped with appropriate cleaning products and a rota for the cleaning will be established (a sign off sheet showing when it has been cleaned and by who will be displayed).

## 6 Hygiene and Cleaning regimes

- 6.1 Projects should increase cleaning regimes on all facilities to ensure they are cleaned with particular focus on commonly touched surfaces such as worktops, door handles, toilet flushes and equipment controls.
- 6.2 Welfare facilities will be regularly cleaned and a check sheet has been developed to guide and document this. LM have issued a welfare checklist to assist with this.
- 6.3 Localised areas such as workstations and desks should be self-cleaned by the user with cleaning materials provided.
- 6.4 Projects should look to provide additional hand washing facilities or hand sanitisers across the project to enable employees to increase the frequency of hand washing. Employees should diligently wear the required PPE and increase the frequency of hand washing undertaken.
- 6.5 Based on the size of each facility, signage will be displayed by the site manager to determine how many people can use it at any one time to maintain distance of two meters
- 6.6 Re-usable PPE should be thoroughly cleaned after use and not shared between workers. Single use PPE should be disposed of so that it cannot be reused.
- 6.7 Sites will need extra supplies of soap, hand sanitiser (60%+ alcohol based hand sanitiser) and paper towels and these should be securely stored.
- 6.8 Project Specific Hygiene and Cleaning Arrangements

Location/Activity	Arrangements/Control Measures
-------------------	-------------------------------

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Hand hygiene	Provide hand cleaning facilities – team to ensure sufficient hand sanitiser/wipes are available in the welfare van for the duration of the survey.
Shared objects/spaces/equipment	<p>Do not share tools etc. where reasonably practicably. Increased levels of cleaning to be actioned. In addition to general cleaning products, stocks of hand sanitiser and sanitiser wipes to be located in vehicles.</p> <p>Cleaning rota to be set up. Doors to the public house will be left open when practically possible and safe to do so to avoid unnecessary contact.</p> <p>Equipment to be identified as person specific wherever possible to reduce risk of transfer, gloves to be worn. Cleaning of equipment to be actioned.</p> <p>The welfare van to be cleaned after each use and the access to the van to be staggered to ensure social distancing. Appropriate cleaning products will be provided. A sign off sheet showing when it has been cleaned and by who will be provided</p>

## 7 Canteens and Eating Arrangements

- Dedicated eating areas should be identified on site to reduce food waste and contamination
- Break times should be staggered to reduce congestion and contact at all times
- Hand cleaning facilities or hand sanitiser should be available at an appropriate location where people eat and should be used by workers when entering and leaving the area.
- The workforce should be encouraged to bring pre-prepared meals and refillable drinking bottles from home
- Workers should sit 2 metres apart from each other whilst eating and avoid all contact
- Where catering is provided on site, it should provide pre-prepared and wrapped food only
- Payments should be taken by contactless card wherever possible
- Crockery, eating utensils, cups etc. should not be used unless they are disposable or are washed and dried between use
- Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced
- Tables should be cleaned between each use
- All rubbish should be put straight in the bin and not left for someone else to clear up
- All areas used for eating must be thoroughly cleaned at the end of each break and shift.

### 7.1 Project Specific Eating Arrangements

Canteens/Break out Areas	Arrangements/Control Measures
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Eating Arrangements	<p>Team are instructed not to share food.</p> <p>All operatives to provide their own food. Utensils such as cups etc. must not be shared and should be cleaned thoroughly before and after use. Items such as coffee, tea, sugar and other such shared items to be stored in containers which can be cleaned or person specific bags.</p> <p>Staff encouraged to bring premade hot drinks to site in a thermos flask.</p> <p>No canteens on site – staff to take breaks in their vehicles, in the welfare van (staggered breaks) or outside, ensuring social distancing measures is maintained. Shared spaces (i.e. welfare van) to be cleaned after each use with appropriate cleaning products and a sign off sheet showing when it has been cleaned and by who will be maintained.</p> <p>Hand hygiene to be maintained before food/drink consumption</p>

## 8 Site Meetings

- Utilise video and teleconferencing for meetings wherever possible.
- Briefings such as inductions, setting to work, permit issue etc. should be undertaken with the minimum required numbers of people for the shortest period possible. Multiple briefings may be required to observe separation requirements.
- A “wet signature” is not required and the briefing facilitator should instead make a note of those in attendance.
- Briefings and meetings should be held outdoors or in open areas where possible
- Only absolutely necessary meeting participants should attend
- Attendees should be at least 2 metres apart from each other
- Rooms should be well ventilated / windows opened to allow fresh air circulation.

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## 9 Employee illness at work

- 9.1 If a worker develops a high temperature or a persistent cough whilst at work, they should inform their line manager and arrange to return home (or where impractical to their company provided temporary accommodation) immediately.
- 9.2 They should avoid touching anything and where applicable cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.
- 9.3 They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed. The line manager will keep in contact with the employee to offer any practical support during this period.
- 9.4 Anyone who has been in close proximity (inside 2 metres) or shared transportation will also be asked to self-isolate in accordance with government instructions on whole household isolation.
- 9.5 It is not necessary to close the workplace or send any staff home, unless government policy changes. Any equipment or work areas where the employee has been working will be cleaned in accordance with the government guidance on COVID-19 decontamination in non-healthcare settings.
- 9.6 Cleaners will wear disposable gloves and use disposable cloth to wipe down surfaces using disinfectant cleaning products. These should be double bagged, then then thrown away in the regular disposal bins / skips after cleaning is finished.
- 9.7 If an area has been heavily contaminated, such as with visible bodily fluids, from a person, a specialist cleaning contractor will be required to undertake a thorough clean of the area.
- 9.8 Inform LM if anyone on site reports a diagnosed case of Coronavirus (Covid-19), or there are any cases of self-isolation.
- 9.9 LM will request information on number of diagnosed cases of Coronavirus (Covid-19) or self- isolation as part of the monthly H&S KPI returns also.

## 10 Emergency Preparedness

- 10.1 Site management teams must proactively assess emergency preparedness including hibernation plans to maintain project and asset security.
- 10.2 Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources. Consider preventing or rescheduling high-risk work or providing additional competent first aid or trauma resources.
- 10.3 In the event of first aid being required the social distancing arrangements should be maintained (unless there is imminent threat to life) and instruction for self-administering aid should be given from outside the

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2m separation area. The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.

10.4 Consideration should also be given to resource continuity for key roles with assistance from LM project manager and LM functional support.

10.5 Project Specific Emergency Arrangements

Activity/Type of Emergency	Arrangements/Control Measures
First aid	All first aid kits to contain emergency face coverings for first aiders and the person they are assisting. Where possible first aid should be conducted while maintaining 2m social distance. COPA First Aid Guidance Note will be available for the team for further details.

## 11 Monitoring and Review

11.1 The company will continue to review its approach in line with government guidance and restrictions.

11.2 There are various internal review panels assessing business impact and response at executive, business unit and project level. The company processes, FAQs and project summary document will be routinely updated and reissued to reflect LM's approach.

11.3 Site COVID-19 inspections will be completed by LM for each site, at a minimum frequency of weekly.

## 12 COVID-19 Safety Marshal

12.1 In line with the current Government and Public Health England guidance, to address the spread of COVID 19, LM has determined that there is a requirement for a dedicated role on our worksites to 'marshal' the implementation of control specified to prevent the spread of the COVID-19 virus.

12.2 The nominated individual must have the appropriate authority to stop works if necessary. The role can be either combined with existing site duties or a stand-alone position depending local circumstances.

COVID-19 Safety Marshal	Project Responsibilities
Jon Gill, Building Recording Manager	First aider on site; ensuring social distancing and hand hygiene measures are maintained; discussing with project leader and manager any potential risks to implementation of the control measures.

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## 13 References

- <https://murphygroup.sharepoint.com/sites/TheHub/SitePages/COVID-19-INFORMATION.aspx>Covid-19 FAQs
- Amber briefing – Social distancing
- Amber briefing – Social distancing delivery drivers
- Green communication – Assurance visit guidance – support functions
- Amber briefing – COVID-19 Shared accommodation guidance
- Amber briefing – COVID-19 Vehicle occupancy
- Welfare checklist
- COVID-19 inspection form
- What good looks like booklet COVID-19 edition.

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<b>Contract</b>		<b>WP029 D</b>		<b>Client</b>		<b>COPA</b>							
<b>Contract No.</b>				<b>Risk Assessment No.</b>		<b>ETPH_HBR-MS01</b>							
<b>Activity</b>		<b>Covid-19 Site working: Historic Building Recording at Eagle and Tun Public House, Birmingham</b>											
<b>Activity affecting (Tick Appropriate Box)</b>		<b>Employee</b>		<b>x</b>		<b>Vehicle</b>		<b>x</b>		<b>Environment</b>		<b>Likelihood X Consequences</b>	
No.	Hazard	Possible Consequences	Pre- Control			Control Measures	Post-Control						
			L	C	RR		L	C	RR				
1	Covid-19 at risk categories	At greater risk of significant health issues if Covid-19 is contracted	3	5	15	<p>1. Employee's that are classified as being on the Government vulnerable list as per <a href="https://digital.nhs.uk/coronavirus/shielded-patient-list#risk-criteria">https://digital.nhs.uk/coronavirus/shielded-patient-list#risk-criteria</a> should remain isolated at home whilst the current Government advice remains in place.</p> <p><b>COPA Site specific control measures:</b> High risk groups (as identified by HM Government) to self-isolate and not attend work. Operatives that exhibit symptoms (new, continuous cough, fever, lot or change of sense of taste or smell) or have had close contact with someone is exhibiting symptoms to self-isolate. Operatives living with someone in self-isolation not to attend site</p>	1	5	5				
2	Commuting to and from site	Restrictions on maintaining 2 metre recommended social distancing and increased risk of infection as a result	3	4	12	<p>1. Wherever possible private transport should be used to maintain isolation from the public when commuting to the office / site. 2. If public transport cannot be avoided, current government advice should be followed in respect of what PPE should be worn whilst travelling, for example, face covering . 3. On arrival at the Office / site, employees should thoroughly wash their hands for at least for 20 seconds as a method of infection control.</p> <p><b>COPA Site specific control measures:</b> Adequate vehicles to be provided to enable social distancing to be maintained. Staff will travel individually in personal (if insured) or hire vehicles. Public transport will not be used. AC to be turned off. Interior surfaces to be cleaned before and after use. Hand cleaning facilities for arrival on site – team to be equipped with sufficient hand sanitiser/wipes</p>	1	4	4				
3	Employee returning to work	Risk to personal health reduced social distancing potential risk to pandemic controls	3	4	12	<p>1. Any employees placed in vulnerable category classification to remain in isolation whilst advised to do so by the government. 2.To reduce the risk to other household members, if the employee is unable to work from home, follow HR policy. 3. Only employee's whose job is classed as critical and requires to be carried out on-site should travel to the site / office whilst the governments stay at home advice exists. 4. Consideration should be given as to how employees will commute to work, with the preference being focused on employees who don't have to use public transport. 5. Flexible shift patterns should be adopted where appropriate to reduce the risks associated with a historical rush hour commute and office / site start times. 6. Social-economic considerations should be considered for employees where home working presents increased risks. 7. Where appropriate home working should be encouraged, and resources provided to put this in place in the medium term whilst the current government advice exists. Refer to existing home working policy.</p> <p><b>COPA site specific control measures:</b> As mentioned above, people shielding, self-isolating or exhibiting symptoms not to attend site. Staff to work from home, apart from the site visit which is required to complete the historic building record. Site team size sufficient to ensure objectives of the recording are met but small enough to ensure social distancing can be maintained. As mentioned above, team will travel individually, with no car sharing or public transport use.</p>	1	4					

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4	Office attributes	Location, facilities, office capacity, communal areas, other users and business criticality	3	4	12	<p>1. Offices should be prioritised for re-opening based on their business criticality, ease of commute by car and associated parking, site capacity and their control over communal areas and the associated risks, and the overall capacity of the building in respect of other users.</p> <p>2. Based on site attributes and office capacity movement of office-based functions should wherever possible be located at the sites presenting the lowest risk to office-based employees whilst the pandemic is in place.</p> <p>3. Where shared premises responsibility exist for shared communal areas such as toilets, lifts, reception area and stairs, a risk assessment from the landlord is required to cover the controls that are being implemented in the shared areas to limit the risks of Covid-19.</p> <p><b>COPA site specific control measures:</b> Project includes work on site, though it will require internal access into the public house and Managers house. Limit numbers of staff on site.</p> <p>Daily briefing to be delivered outside in the car park rather than in welfare/building to allow for greater spacing of staff. Team to take breaks independently of each other/ensuring social distancing is maintained.</p> <p>Vehicles and shared spaces (i.e. door handles) to be regularly cleaned. this includes the welfare vehicle used for breaks, which will be equipped with adequate cleaning products. Cleaning rota to be established and a sign off sheet showing when it has been cleaned and by who to be maintained</p> <p>Staff to travel separately in vehicles to and from site to reduce risk of contamination.</p> <p>Any office based staff (i.e. managerial support) to work at home as practically possible or to utilise the wider office space for isolated areas.</p>	1	4	4
5	Office access- egress	Peak periods, increased risk of social distancing failures, symptomatic employees or visitors	3	4	12	<p>1. To reduce the risk of congestion at historically peak times of access and egress the start and end times of the working day should be staggered to minimise periods of peak flow.</p> <p>2. To reduce the access – egress volume at lunchtime and the need for employees to go to the shops the use of a sandwich service should be instigated.</p> <p>3. Access to Optima Health areas to be strictly controlled - every employee and visitor to follow entry control screening instructions. If unable to comply, employees and visitors to be advised to return home and follow NHS guidance.</p> <p>4. After accessing site all employees and visitors to thoroughly wash their hands for 20 seconds.</p> <p>5. Hand sanitisers with alcohol content of &gt; 60% to be available in communal areas such as lift lobbies, building and office entrances.</p> <p><b>COPA site specific control measures:</b> The project is historic building recording on site, but access/egress to the Public House will be needed. Social distancing to be maintained at all times/access to the building to be staggered, with team working in different areas if required to ensure social distancing in smaller rooms. Hand cleaning to be provided to all staff (i.e. gel/wipes).</p> <p>Site meetings / briefings to be kept short and delivered in small groups outside for greater ventilation rather than using cars/buildings.</p> <p>No office meetings planned, information to be passed on via email / phone. All staff on site to carry phones for communication with office and with others on site.</p>	1	4	4

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6	Office capacity	High density office occupation increased risk of contraction of Covid-19	3	4	12	<p>1. The office should be assessed to ensure occupied workstations provide 2 metres social distancing from next workstation, reduced capacity to be achieved by a mixture of home working, shifts, and work re-location.</p> <p>2. Quarantined workstations to be clearly indicated with Out of Use signage, excess chairs and kit to be removed from workstations.</p> <p>3. Meeting rooms to be assessed, and two-metre social distancing points to be defined with appropriate signage, excess chairs to be removed.</p> <p>4. Rest area to be assessed, and two-metre social distancing points defined with appropriate signage, excess chairs to be removed.</p> <p>5. Visitor waiting area to be assessed, and two-metre social distancing points defined with appropriate signage, excess chairs to be removed. Strict scheduling of appointments to restrict the potential of overcrowding.</p> <p>6. If increased office occupancy is required breaching the two-metre social distancing, engineering controls to be put in place to shield the workstations from each other such a cleanable Perspex divider between workstation.</p> <p>8. In areas where social distancing is not possible such as storerooms these should be restricted to single-use.</p> <p><b>COPA site specific control measures:</b>          Project includes work on site rather than in the office, though it will require internal access into the public house.          Limit numbers of staff on site.</p> <p>Daily briefing to be delivered outside in the car park/street rather than in cars/building to allow for greater spacing of staff. Team to take breaks independently of each other/ensuring social distancing is maintained.</p> <p>Vehicles and shared spaces (i.e. door handles) to be regularly cleaned. Hand cleaning and social distancing measures to be maintained throughout the day.</p> <p>Staff to travel separately in vehicles to and from site to reduce risk of contamination.</p> <p>Any office based staff (i.e. managerial support) to work at home as practically possible or to utilise the wider office space for isolated areas.</p>	1	4	4
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7	Office culture	Breakdown in procedures, employee weariness, reduced risk perception leading to shortcuts	3	4	12	<p>1. Staff rotation and home working to reduce weariness of the day to day controls in the office.</p> <p>2. Signage throughout the office to re-enforce the need for social and hygienic controls in respect of Covid-19.</p> <p>3. Two-metre social distancing markers at key points within the office, for example, reception, tea points main thoroughfare.</p> <p>4. Monthly office checkpoint meeting to discuss what is going well, concerns, suggestions, risk assessment, Health and Safety rep to be present and meetings minutes.</p> <p>5. Pro-active monitoring that all the office controls are being adhered to by all the staff</p> <p>6. Reporting of any breaches to management for investigation</p> <p>7. Appointment of "safety marshal" roles on site to monitor and enforce compliance on a day to day basis.</p> <p><b>COPA site specific control measures:</b> Project includes work on site rather than in the office, though it will require internal access into the public house. Limit numbers of staff on site.</p> <p>Daily briefing to be delivered outside in the car park/field rather than in cars/buildings to allow for greater spacing of staff. Team to take breaks independently of each other/ensuring social distancing is maintained.</p> <p>Shared spaces (i.e. door handles) to be regularly cleaned. pro-active monitoring of the control measures (hand cleaning/equipment and social distancing) to be ensured by the project leader and first aider.</p> <p>Staff to travel separately in vehicles to and from site to reduce risk of contamination.</p> <p>Any office based staff (i.e. managerial support) to work at home as practically possible or to utilise the wider office space for isolated areas.</p>	1	4	4
8	Workstations	Surface contamination transfer of Covid-19 virus	3	4	12	<p>1.To reduce the risk of contamination in the workstations at the start and end of each working day the workstation is to be wiped down with D10 disinfectant and paper towels, the towels to be disposed of in the bin</p> <p>2. Telephony equipment to be sanitised at start and end of the day with appropriate sanitiser.</p> <p><b>COPA site specific control measures:</b> Team will be working on site (any off site work to be carried out from home). Increased levels of cleaning to be actioned. In addition to general cleaning products, stocks of hand sanitizer and sanitizer wipes to be located in vehicles. Cleaning rota to be set up. Doors will be left open when practically possible and safe to do so to avoid unnecessary contact.</p> <p>Equipment to be identified as person specific wherever possible to reduce risk of transfer, gloves to be worn. Cleaning of equipment to be actioned.</p> <p>Team will use their personal mobile phones which will not be shared.</p>	1	4	4

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9	High contact areas	Surface transfer throughout the office, door entry and egress, tea & coffee points, rest area	3	4	12	<p>1. Door entry systems should be reviewed to see if door release buttons can be removed to sensor exit operation to reduce contact.</p> <p>2. Provide hand sanitisers at all high contact points – areas such as entrances, tea points, rest areas.</p> <p>3. For multiple occupancy offices, instigate hourly cleaning of all high contact points with a D10 disinfectant. For single occupancy clinics a reactive cleaning regime should be implemented.</p> <p><b>COPA site specific control measures:</b>                      Team will be working on site (any off site work will be from home), but access to the buildings will be required so there is potential to encounter likely high contact areas such as doors.                      Increased levels of cleaning to be actioned. In addition to general cleaning products, stocks of hand sanitizer and sanitizer wipes to be located in welfare unit and in vehicles.                      Cleaning rota to be set up. Building doors to be left open when practically possible and safe to do so to avoid unnecessary contact.</p> <p>Welfare van - cleaning rota to be set up. van will be equipped with adequate cleaning products. a sign off sheet showing when it has been cleaned and by who will be maintained. Access will be staggered to ensure social distancing</p> <p>Equipment to be identified as person specific wherever possible to reduce risk of transfer, gloves to be worn. Cleaning of equipment to be actioned.</p>	1	4	4
10	Cleaning - infection control	Risk of contamination of surfaces in high use areas and across the office	3	4	12	<p>1. To reduce the risk of infection, an hourly cleaning schedule of contact points, rest areas, and toilets needs to be implemented.</p> <p>2. D10 disinfectant cleaner to be used throughout the office and available at high use areas, staff to be trained in its use and COSHH assessment to be in place.</p> <p>3. Cleaning sheets to be available at all high contact points/areas to show compliance with cleaning scheduling and to be checked by site responsible person or deputy.</p> <p>4. Where practicable, consideration should be given to employing a full-time cleaner within the offices to ensure all high use areas are thoroughly cleaned on an hourly basis. An alternative approach is to ensure a cleaning regime can be implemented and managed locally.</p> <p>5. Agreements with the landlord to be in place in respect of the cleaning of the communal areas within the building.</p> <p>6. Staff to wash hands as part of postural DSE break routines once an hour.</p> <p>7. To reduce potential points of contamination desk bins to be removed and central waste points to be placed in areas of most use – rest areas &amp; toilets.</p> <p>8. Waiting area surfaces to be cleaned between appointments and to a minimum of once an hour.</p> <p>9. Before offices re-open a deep clean should be conducted.</p> <p>10. Staff to wash hands as part of postural DSE break routines once an hour.</p> <p><b>COPA site specific control measures:</b>                      Increased levels of cleaning to be actioned. In addition to general cleaning products, stocks of hand sanitizer and sanitizer wipes to be located in welfare unit and in vehicles. If insufficient cleaning products are available, these will be acquired or the survey postponed until such time that adequate resources can be deployed.</p> <p>Cleaning rota to be set up. Welfare van to be cleaned after each use. Doors to be left open when practically possible and safe to do so to avoid unnecessary contact.</p> <p>Equipment to be identified as person specific wherever possible to reduce risk of transfer, gloves to be worn. Cleaning of equipment to be actioned.</p>	1	4	4

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11	Rest area	High use area - higher risk of social distancing breaches and contaminated surfaces	3	4	12	<p>1. Maximum occupancy of the rest area to be defined by the site manager based on two-metre social distancing rules.</p> <p>2. Where possible access and egress route into and out of rest area should be defined with two-metre social distancing markers along route.</p> <p>3. D10 disinfectant to be available in the area to wipe down surfaces and equipment that has been used.</p> <p>4. If tables and chairs within the area are used these should be wiped down before and after use with D10 disinfectant and paper towels.</p> <p>5. Where rest area is not large enough to allow staff to have lunch in the area whilst maintaining social distancing staff should be allowed to have lunch at their workstations.</p> <p><b>COPA site specific control measures:</b></p> <p>Tea and lunch breaks to be staggered if needed to ensure social distancing. Team to take break outside/within their vehicles or within the welfare van (equipped with adequate cleaning products/cleaning rota to be established/a sign off sheet showing when it has been cleaned and by who to be maintained).</p> <p>Food/drink not to be shared. Local facilities will not be used.</p>	1	4	4
12	Food and beverages hygiene	Risk of cross infection from contaminated food items in fridge or store cupboards	3	4	12	<p>1. Staff where possible should bring their lunch into the office in clean Tupperware containers that can be removed at the end of the day.</p> <p>2. Only essential items to be stored in the fridge. All items in containers to be wiped down with disinfectant before the item is stored in the fridge or after use and replaced in the fridge. Limit food storage in fridge to lunches brought from home and milk.</p> <p>3. Staff should wash hands after replacing items in the fridge; this will ensure they have no contamination from the items if previous controls mechanisms have broken down.</p> <p>4. Fridge to be cleaned daily and unsealed items removed.</p> <p>5. Daily stock check of the fridge to be conducted by the site responsible person to ensure only essential items are stored in it</p> <p>6. Hygiene notices to be displayed in the rest area and check sheets for cleaning and fridge checking to be on display.</p> <p><b>COPA site specific control measures:</b></p> <p>Sharing of food to be banned on site.</p> <p>Items such as coffee, tea, sugar and other such shared items to be stored in containers which can be cleaned or person specific bags.</p> <p>Staff encouraged to bring premade hot drinks to site in a thermos flask.</p>	1	4	4
13	Toilets and showers	Risk of infection from contaminated surface, reduced social distancing	3	4	12	<p>1. Instructions for all employees to wash hands after use of facilities and wipe down surfaces.</p> <p>2. Two-metre social distancing markers should be used where applicable.</p> <p>3. Hygiene signage to be placed within toilet areas.</p> <p><b>COPA site specific control measures:</b></p> <p>No use of local facilities or compounds in the area. Instead, welfare van will be provided for the team to use instead. The van will be covid secure and equipped with appropriate cleaning products. Social distancing measures to be maintained (i.e. use of welfare van to be staggered). Hand cleaning to be ensured. Cleaning rota will be provided, with vehicle cleaned appropriately after each use. A sign off sheet showing when it has been cleaned and by who will be maintained by the team</p>	1	4	4

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14	Building and office vestibules	Risk of symptomatic visitors, cross contamination from hard surfaces	3	4	12	<p>1. Regular cleaning of areas and hard surfaces with D10 disinfectant to be undertaken.</p> <p>2. Hand sanitisers to be available in all communal areas.</p> <p>3. Social distancing signage to be in place.</p> <p>4. Covid-19 isolation signage to be in place at entrances to building and office areas.</p> <p><b>COPA site specific control measures:</b> Site work only, although access to buildings will be required to complete the building recording. No non-essential visitors to be allowed to site. Staggered work starts breaks and departure from site to avoid congestion. Site daily briefings numbers to be limited and held outdoors where possible.</p> <p>No deliveries anticipated. No other contractors anticipated on site, except site security who will be notified before starting any work.</p> <p>Social distancing measures and hand hygiene to be maintained at all times.</p>	1	4	4
15	First aid	Risk of cross infection	3	4	12	<p>1. First aiders should be provided with the following PPE in case they have to administer first aid, gown, glasses, face mask, surgical gloves as set out in P-CG-168.</p> <p>2. If CPR is required, the person's mouth must be covered before CPR, Hands-Only CPR is to be performed whilst waiting on emergency services. CPR can be carried out in conjunction with a defibrillator if available.</p> <p>3. First aiders to remove PPE and wash hands as set out in P-CG-168 and to dispose of it in the clinical waste.</p> <p>4. First aider will control and distribute plasters and medical wipes from the first aid kit to ensure control and hygiene of the on-site first aid kit.</p> <p><b>COPA site specific control measures:</b> All first aid kits to contain emergency face coverings for first aiders and the person they are assisting. Where possible first aid should be conducted while maintaining 2m social distance. COPA First Aid Guidance Note will be available for the team for further details.</p>	1	4	4
16	Emergency procedures	Social distancing procedures	3	4	12	<p>1. Whilst social guidance distancing rules apply, it would assist in keeping the planned statutory Fire drills to the minimum of once annually.</p> <p>2. In buildings where multiple floors exist, a tenant's agreement is required as to how an evacuation will be conducted to try to reduce congestion at any point within the evacuation.</p> <p>3. To ensure that no bottlenecks occur during an evacuation it is essential that the Fire escape routes are checked daily basis, and the final exit doors are not locked or blocked.</p> <p>4. During a planned drill, social distancing wherever possible should be maintained.</p> <p><b>COPA site specific control measures:</b> Buildings are vacant and will be subject to survey lasting up to 3 days, fire drills will not be undertaken. Team to assess buildings on site to ensure safe evacuation in case of emergency with social distancing measures maintained.</p>	1	4	4
17	Deliveries	Maintaining social distancing and integrity of access/egress and escape routes	3	4	12	<p>1. Establish an area within the office area for deliveries that avoids them being taken through the office.</p> <p>2. Where possible agree delivery times to avoid access and egress peak periods.</p> <p><b>COPA site specific control measures:</b> No deliveries anticipated.</p>	1	4	4
18	Disabled users	Maintaining social distancing during an evacuation	3	4	12	<p>1. Due to the close proximity that may be required during a disabled evacuation, employees with mobility issues should work from home for the period of the pandemic.</p> <p>2. Disabled clients should only be accessed on ground floor sites to reduce the risks of close proximity required in the use of an evac chair.</p> <p><b>COPA site specific control measures:</b> The team does not include disabled staff as mobility is required to access site to fulfill the brief. No other operatives (i.e. clients or deliveries) anticipated on site other than site security.</p>	1	4	4

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19	Stress and wellbeing	Mental health wellbeing, feelings of isolation, concerns over pandemic	3	4	12	<p>1. Wellbeing champions across business and wellbeing webinars in place for coping techniques. 2. "Stay Connected" exercise webinars in place; these should remain in place within the office as a good feel factor. 3. Wellbeing checks to be incorporated in weekly and monthly meetings.</p> <p><b>COPA site specific control measures:</b> Ensuring wellbeing and mental health of employees is important to COPA. Regular communication (by email/phone/video call) between employees and their line managers and project managers is maintained so that any changes to work arrangements and the new systems of work in relation to coronavirus can be explained and any potential issues can be raised</p>	1	4	4
20	Shift home working	Ergonomic risks as periods of home working increase	3	4	12	<p>1. Additional ergo kit to be provided as required to prevent kit having to be taken back and forth from the office.</p> <p><b>COPA site specific control measures:</b> <b>Limited</b> office work - teams will work from home mostly where possible.</p>	1	4	4
21	Occupational hazards	Skin exposure, dermatitis, additional use of hand sanitisers, washing	3	4	12	<p>1. Frequent cleaning to be carried out by suitably trained staff only, PPE to be provided. 2. Single-use PPE gloves to be used for infrequent cleaning. 3. Low-risk detergents such as D10 to be used. 4. COSHH risk assessment to be provided to all staff.</p> <p><b>COPA site specific control measures:</b> COPA have prepared its site specific coronavirus risk assessment and safe systems of work to ensure the survey can go ahead safely. Any equipment will be cleaned as required and low risk cleaning products will be provided.</p>	1	4	4
22	Storage of personal belongings	Maintaining 2 metre social distancing	3	4	12	<p>1. Lockers and coat stands to be provided for employees in designated areas away from workstations. 2. Social distancing marketing's in the locker area where appropriate. 3. Staggered start and leaving times to reduce numbers at areas at any given period.</p> <p><b>COPA site specific control measures:</b> Team will use their vehicles for storage of personal belongings if needed (these spaces will not be shared)</p>	1	4	4
23	Air con	Lack of natural ventilation in confined spaces increase risk of spread of Covid-19 via air con	3	4	12	<p>1. Aircon and fans should be prohibited in multi-occupied office spaces when occupied as there is evidence that these can spread the virus significant distances, further than the two-metre social distance. 2. For office cooling, aircon can be used at night and blinds during the day to reduce solar gain or reflective film. 3. Wherever possible natural ventilation should be used within the offices. 4. Meetings should be restricted to well-ventilated rooms only 5. Reduced capacity to assist in keeping heat gain down</p> <p><b>COPA Site specific control measures:</b> Buildings are vacant with no air conditioning so this will not be used. Team will travel individually to site (no sharing of vehicle)</p>	1	4	4

Likelihood of Occurrence	Score	Consequence of Occurrence	Risk Rating		Action
Very Unlikely	1	Insignificant / E.g. Non- Lost Time Incident (212 – Cat. 1)	Low	1 - 5	Works may proceed
Unlikely	2	Minor / E.g. Non-Reportable Incident (212 – Cat. 2)			

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Possible	3	Moderate / E.g. Reportable Lost Time Incident (212 – Cat. 3)	Medium	6 - 12	All reasonable practicable measures in place and the point of work risk assessment captures further controls as required. Works may proceed with caution.
Likely	4	Major / E.g. Reportable Incident– Permanent Disability (212 – Cat. 4)	High	13-25	Unacceptable. Do not proceed until further controls are in place and risk has been reduced with all controls in place.
Almost Certain	5	Catastrophic / E.g. Fatality (212 – Cat. 5)			

**Compiled By**

Name:	<b>Carl Champness</b>	Signature:		Date:	<b>06/07/2020</b>
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**Approved by**

Name:		Signature:		Date:	
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<b>Risk Assessment Review required</b> <i>(Approver to decide review period)</i>	Date:		Rev:	
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Code 1 - Accepted