CONSTRUCTION METHOD STATEMENT

EXCAVATION AND BASEMENT CONSTRUCTION WORKS

At

Link House, 1200 Uxbridge Road
Hayes
London
UB4 8JD

Prepared By MMG Building Services and Developments Limited

1st October 2019

NAME OF CLIENT:

Diamond Corporation

LOCATION OF WORKS:

Link House, 1200 Uxbridge Road, Hayes, London, UB4 8JD

PRINCIPAL CONTRACTOR:

MMG Building Services and Developments Limited

DOCUMENT REVISION NUMBER AND DATE:

Rev 1, 01/10/2019

SCOPE OF WORKS:

Change of Use from offices (Use Class B1a) to residential (Use Class C3) to provide 16 flats in relation to Prior Approval application ref: 1577/APP/2018/4047

&

Creation of third floor to provide 3 x 2-bed self-contained flats and extension to undercroft to provide 1 x 3-bed self-contained flat including demolition of part of existing building at ground floor level in relation to application ref: 1577/APP/2019/483.

Condition 6 - Prior to development commencing, the applicant shall submit a demolition and construction management plan to the Local Planning Authority for its approval. The plan shall detail:

(i) The phasing of development works

(ii) The hours during which development works will occur (please refer to informative I15 for maximum permitted working hours).
(iii) A programme to demonstrate that the most valuable or potentially contaminating materials and fittings can be removed safely and intact for later re-use or processing.
(iv) Measures to prevent mud and dirt tracking onto footways and adjoining roads (including wheel washing facilities).
(v) Traffic management and access arrangements (vehicular and pedestrian) and parking provisions for contractors during the development process (including measures to reduce the numbers of construction vehicles accessing the site during peak hours).
(vi) Measures to reduce the impact of the development on local air quality and dust through minimising emissions throughout the demolition and construction process.
(vii) The storage of demolition/construction materials on site.

The approved details shall be implemented and maintained throughout the duration of the demolition and construction process.

INTRODUCTION

This Construction Method Statement (CMS) provides a summary and explanation of works to implement the Change of Use from offices (Use Class B1a) to residential (Use Class C3) to provide 16 flats in relation to Prior Approval application ref: 1577/APP/2018/4047 & Creation of third floor to provide 3 x 2-bed self-contained flats and extension to undercroft to provide 1 x 3-bed self-contained flat including demolition of part of existing building at ground floor level in relation to application ref: 1577/APP/2019/483.

This document is intended to provide the necessary information to demonstrate that MMG Building Services and Developments Limited fully understand the requirements and conditions placed on them regarding the proposed works at the above-mentioned site.

This CMS is not intended to provide a detailed specification for the proposed works. Rather it outlines the sequence and extent of construction activities that may not be obvious from the design drawings alone and that need to be considered in terms of their impact on the surrounding environment.

This document should be read in conjunction with the architectural drawings.

Prior to commencement of works site personnel will be briefed on the nature of the work to be undertaken, the significant hazards, and the controls to be followed. This will include confirmation of any information provided by the principal contractor in relation to the location and running line of any services. A record of this briefing will be held on site.

The site manager will ensure that signage and where applicable barriers have been erected around areas to be excavated restricting access into the area.

Site engineer will undertake visual inspection of the proposed work area to identify any signs of services that may differ from the information provided by the principal contractor.

Figure 1: Location and Image of Construction Site



GENERAL

This method statement is prepared to the fullest knowledge of MMG Building Services and Developments Limited, principal contractor. The main works relating to this application are internal and there are limited works externally which will be for additional connections if required such as electrical and water supplies.

The site has a large entrance from the Newport Road and an expanse of parking which will allow for deliveries to be carried out completely within the site demies.

WORKMANSHIP

The work shall be carried out by trained and competent personal in accordance with the Engineer's drawings and instructions and to the approval of the Architect and the Building Control Officer.

Any other sequence of operations or method of working proposed by the Contractor is to be submitted to the Architect and copied to the Engineer and agreed in writing a minimum of 14 days before work is to be commenced on site.

CONTRACTORS RESPONSIBILITIES

The Health and Safety file should contain information for all buried services and connections and the file will be maintained by the Principal Contractor with the support of the Principal Designer prior to commencement of construction work. The contractor shall be responsible for safety of the structure and provide all necessary shoring, strutting and bracing to ensure its safety and stability at all times. The site will be secured and monitored 24hrs and all entrances to the site will only be accessible by controlled key, fob, code access.

MATERIALS REQUIRED

1. Concrete
2. Reinforcement Mesh/Steel Reinforcement
3. Steel Wire
4. Sand and Cement
5. Shingle
6. WBP Ply Shutters
7. Fixings

MAIN HAZARDS

1. Deep excavation
2. Use of heavy plant and equipment
3. Falling material/surplus soil

4. Stability of excavation
5. Slippery surfaces/trip hazards
6. Contact with live services

RISK ASSESSMENTS

1. Access to site
2. Use of heavy plant and equipment
3. Open excavations
4. Access to excavations
5. Temporary works

COSHH ASSESSMENTS

1. Concrete and cement
2. Water proofing liquids
3. Petrol/Diesel

CONTROL

A permit to dig will be issued prior to any excavation. No access to public/unauthorized personnel is to enter the excavated or surrounding areas at any time. No excavation is to be left open without a protecting barrier is fixed around the excavated area. The ground to be excavated is generally clay and silt, refer to Preliminary Risk Assessment Report by Jomas Associates Ltd. Although clay and silt based soil is stable temporary works and propping is essential to place the concrete in the ground. Should we see change in soil condition, this method statement will be revised. The whole of the working area is to be completely fenced at all times. Trained and competent operatives, who will be supervised, managed and controlled during the entire duration of the works.

All personnel within the working area will wear the appropriate PPE. Statutory examinations will be carried out on all plant, equipment with records kept. Only authorized-trained operatives will be permitted to drive any plant vehicles and mount abrasive wheels on company machines.

GENERAL

It is our intention to promote a safe working environment and to this end, we would insist on full co-operation from all sub-contractors and the general public. Experienced operatives who will be supervised during the whole of the works will carry out the works. All operatives will be issued with personal protection equipment. All operatives will be expected to wear any, and all personal protection equipment provided. Operatives failing to wear the equipment or take care of themselves or others will be reported to the office and disciplinary action will be taken. All plant operators to hold a valid CTA card or CPCS card.

Only experienced – trained operatives will operate the plant and equipment. Statutory examinations will be carried out on all plant, equipment with records kept, daily and weekly. Only authorized-trained operatives will be permitted to drive any plant vehicles and mount abrasive wheels on company machines.
No excavations to commence until a permit to dig has been issued and all services have been located. When reversing wagons a banksman should be in attendance at all times. All excavation will be fenced at all times. Ladders used only for access and egress. Only trained operatives are to enter a confined space.

ACCESS TO SITE

An inspection of site will be made with the Architect, prior to commencement of work. At this time any problems with site conditions will be identified and discussed.

SECURITY

Prior to starting on site all employees will obtain permission to access the site. A list of staff working on site will be notified each day. Normal working hours would be Monday to Friday from 08:00 to 18:00 hours and Saturday 08:00 to 13:00 hours

DELIVERY

Delivery of product, material or services will be direct to site in vehicles appropriate to the access available. Deliveries will be as per time slot allocated.

UNLOADING

All personnel will ensure they adhere to the procedures set out in the Health & safety plan for Manual Handling and be wearing the required PPE before commencing work. The product or materials will be moved using skates, trolleys or other appropriate devices. It may be necessary to carry if no other means are available.

Site team to liaise with nearby construction sites to minimise cumulative impacts.

Avoiding Peak Hour Deliveries

As part of the procedure for the allocation of delivery times to suppliers, care will be taken to reduce the amount of vehicle travelling time within peak periods. Where possible deliveries will be taken on site early to allow the vehicles to be offloaded during the peak period and then leave site once the peak period has ended. This allows greater efficiency in predicting delivery times and reduces haulage costs.

Covering the Vehicles

All vehicles carrying dusty materials should be securely covered before leaving the site, to prevent dust spilling on the road and being swept away by the wind.

Haul Routes

Unpaved haul routes can account for a sizable proportion of fugitive dust emissions, especially in dry or windy conditions, when the generation of dust through the movement of vehicles is exacerbated. It is important that haul routes and local access roads are kept free of dust as far as possible and are swept regularly. Where possible, this should be water-assisted to increase damping down. However, care should be taken to not to contaminate sewers or local waterways.

PREPARING AND MAINTAINING THE SITE

- Plan site layout: machinery and dust causing activities should be located away from receptors.
- Erect solid screens or barriers around dust activities or the site boundary that are, at least, as high as any stockpiles on site.
- Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period.
- Avoid site runoff of water or mud.
- Keep site fencing, barriers and scaffolding clean using wet methods.
- Remove materials from site as soon as possible.

FENCING AND HOARDING

All work-sites will be completely fenced from public ingress. A range of allowable variations are as follows:

- The Minimum Case A post chain link/mesh fence, where appropriate for minimum security and noise limitation needs.
- The Standard Hoardings at 2.4m minimum height, plywood faced, timber framed boundary
- hoarding, of a surface density of not less than 7kg/m2 for normal security and noise limitation requirements. It may be necessary to increase the minimum height to protect buildings from noise.

- Special Circumstances Where an appearance or acoustic rating is needed. The provisions of the Health and Safety at Work Act 1974 will be followed in all cases. Hoardings erected causing poorly lit walkways will have bulkhead lights fitted. Gates in the fencing or hoarding should, as far as is practicable be positioned and constructed to minimise the noise transmitted to nearby noise sensitive buildings from the worksite or from plant entering or leaving the site. Hoardings will be provided and maintained, by the Contractor. Adequate security will be exercised by the Contractor to prevent unauthorised entry to or exit from the site. Site gates will be closed and locked when there is no site activity and site security provisions will be set in motion. Provision of alarms will follow HSE

requirements

Painting the Hoardings

The Contractor will ensure that all hoardings are painted on both faces. This should normally be in a plain uniform manner, but in some cases, where they will not distract drivers on the adjacent highway, approved murals to a high standard may be encouraged.

WHEEL WASHING

During the ground works operations vehicles exiting the site may carry deposits of clay or wet concrete, trapped on their tyres, out on to the street. To prevent this occurring, a wheel cleaning regime will be implemented. All construction vehicles be loaded onsite via A1000 High Street. An area has been set aside for wheel / track washing facilities. Where necessary a mobile Jet wash will be employed to remove any mud from construction vehicles. Periodically a road sweeper will be employed to clean both site access road and the surrounding road network. Strict traffic management on site should minimise the risk of machinery tracking debris from the site cleaning will consist of two simple operations carried out by designated operative, suitably attired for this work.

1- Before leaving, the vehicle/ machinery will stop and turn the engine off. If necessary, any heavy deposits will be removed manually using scrapers or the like.

2- Following step one, wheels will be washed using a high-pressure jet wash lance ensuring that any residual deposits lodged in the tyres are removed. If required, the vehicle will move forward slightly to ensure that the complete circumference of the wheel is clean.

On completion wheels will be inspected and confirmed that the vehicle is fit to leave site. The site operatives will ensure that water used during wheel washing operations does not migrate out onto the main highway.

TOOLS AND EQUIPMENT

All equipment or tools brought on to premises will be of sound construction and will meet the statutory requirements applicable to these tools or equipment. An employee cannot use any other tools but their own including machinery or equipment, unless authorized Employees are prohibited from using contractor tools, machinery or equipment.

NOISE

The Company will control noise levels of any activities carried out on site and must not expose anyone, to noise levels above 85dB(A).

ACCIDENTS

All accidents will be reported to managing site authority. An accident means any injury to personnel, damage to property, or event, which may have led to such an occurrence. The company may wish to investigate all accidents that occur and expect the co-operation of the managing site authority and his employees in ascertaining the true cause in an effort to prevent a similar accidents. Accidents and dangerous occurrences must be reported in accordance with Report of Injury, Disease or Dangerous Occurrences Regulations 1995.

FIRST AID

In the event of an accident First Aid is available on site. There will be First-Aider on site at all times.

STORAGE/MATERIALS/HANDLING

Materials will be transported as close as possible to site, thus avoiding manual handling wherever possible by using barrows or two men where necessary. Materials will be stacked at the worksite to keep walkways clear.

HAZARDOUS MATERIALS

Please refer to Preliminary Risk Assessment Report by Jomas Associates Ltd v1.1 17 August 2018 as approved under application 1577/APP/2018/4047 for the list of key hazardous materials. It is considered unlikely that the site could be designated as Contaminated Land under the Environmental Protection Act 1990 Part IIA.
As it is unlikely that there is a risk of contamination on site and the works proposed do not require large areas of surface to be excavated

MMG will monitor any ground works and advise Jomas Associates Ltd of any potential contaminates if found. MMG will also report of any membranes or similar protective measures which have previously been installed during the construction of the existing building. MMG confirm from the trial holes which have been undertaken between July 2019-Sept 2019 no such contaminates or membranes/protective measures have been found on site and therefore believe Jomas Associates Ltd conclusion to be true.

Risk assessment for works

Risk	*Risk Level*	*Person affected/ damaged anticipated*
Dust from demolition	Low	Demolition works will be generally limited internally.
Dust during the removal of waste from site	Low	We believe if the above measures are implemented this will remove the risk of waste becoming airborne and causing a risk to the local vicinity.

PERSONAL PROTECTIVE EQUIPMENT

The Principal Contractor will provide their employees with safety equipment and protective clothing: Waterproof Suit, Rubber gloves and Rubber boots Employees will wear hearing protection in noise hazard areas and will be instructed on how to wear the Employees will wear the safety glasses when instructed to do so.

They will also provide safety footwear for their employees before entering the designated areas
Hard hats to be worn where risk of head injury or where site rules require. Kneepads will be used when prolonged kneeling required. High visibility clothing will be worn where there is traffic movement or where required by site rules. Safety footwear will be worn as per site rules. The Principal Contractor will supply all personal protective equipment to workforce. All men have been

Trained in the use of equipment and this is backed by toolbox talk. The use of PPE will be monitored daily by site supervision and any person refusing to comply will be told to leave the site.

FIRST AID REQUIREMENTS

The first aid kit supplied by the principal contractors is deemed sufficient for the works being undertaken.

All men are informed to report all incidents, however small to first aid and ensure they are recorded both at site and at our registered office. All accidents, incidents and near misses will be reported immediately to site management and principal contractor.

Principal contractor and where necessary will be reported to the relevant authority will investigate all accidents however small.

COMPETENCE OF OPERATIVES

All persons have CSCS cards and any other appropriate manufacturer or in-house training.

INSPECTION/MONITORING

Principal contractor will inspect and monitor all aspect of the work on site. We will ensure that our activities do not cause other contractors or visitors to site any risk to their health and safety.

EMERGENCY PROCEDURES

Before commencing work, all labourers/operatives will attend a site safety induction to highlight any on-site emergency procedures. Where necessary, a practical exercise will be undertaken to clarify escape routes, sound of alarms, signage, etc.

ENVIRONMENTAL AND SITE WASTE MINIMISATION AND MANAGEMENT PLAN

All work will be undertaken to limit impact to the environment. Any incidents will be reported to site management. Every effort will be made to keep noise, dust and waste levels to a minimum. During work, the area will be kept clean and tidy and at the end of work all areas will be swept and debris, including unused plaster will be placed in skips as directed by site management.

Any spillages will be immediately cleared.

Where possible waste will be reduced and recycled.

Recycled materials will be used when agreed at tender.

Recycling area to be agreed at induction stage

Mixed or dry plaster is not to be washed into drains.

Allow wet and mixed plaster to go off before disposal. Liquid waste must not be disposed of to landfill.

This Method Statement has been produced by MMG Building Services & Developments Limited. This should be used in conjunction with detailed design drawings, survey reports and other statements and only as a standalone document for the purposes of obtaining planning permission.