



**Shurgard Self Storage
Uxbridge Rd,
Hayes
UB4 0HD**



July 2022

Rev: 01



Contents

1. Introduction
2. Project Particulars
3. Project site set up, access and egress
4. Construction Programme
5. Construction Methodology





1. Introduction.

This document has been created to enable the recipient to have an understanding and overview of the proposed Shurgard Self Storage project at Uxbridge Road Hayes, UB4 0HD. The document contains the project programme of works, project methodology, control, logistics and management proposed for the life cycle of the project.

It highlights the specific environment in which the project is to be undertaken, the challenges that are associated with a project of this nature, the risks that will need to be considered and mitigated.



2. Project Particulars



The site is located off Uxbridge Road, Hayes, London, UB4 0HD in the London Borough of Hillingdon. It sits adjacent to Uxbridge Road and faces the Grand Union Canal to the east.

The site is currently operated by Shurgard as a self storage facility and the proposed development involves the partial demolition and extension to the existing facility.

Site Area

The single storey site area is approximately 2.09 acres (0.85 hectares). The site boundary encompasses the existing facility as well as a host of direct access units buildings, a yard and a stand alone shop which is located just off Uxbridge Road.

Topography

The site is a fairly regular in shape, faces the Grand Union Canal to the east. The topography of the site is generally flat.

The site is situated adjacent to the Uxbridge Road which forms part of the A4020 which runs west towards Uxbridge and east towards Shepherds Bush.

The Grand Union Canal is immediately to the east, running along the site boundary north/south, with a bank of residential to the west which addresses Delemere Road.

The Northern boundary backs onto Tollgate Drive and to the south, on the opposite side of Uxbridge Road lies is Bridge Retail Park and Brook Industrial Estate.

In the vicinity, the area is characterised by mixed uses including commercial, industrial, residential and retail.

The site is in relatively close proximity to Southall rail station - approximately a 20 minute walk where mainline services into central London are available.



2. Project Particulars

Construction Management Plan

Proposed Site Plan

Shurgard requires addition storage to what is an already successful but under provided storage facility. This proposal meets the brief to provide a development of sufficient scale for Shurgard's expansion requirements, whilst seeking to enhance the surrounding area.

The existing access directly off Uxbridge Road with existing visitor parking and paving for public access is retained.

Existing shop / front of house amenities directly off the access road is retained.

2 single storey blocks of direct access units are to be demolished to make way for the new extension.

Provision of new cycle parking both outside of and within secure fence line.

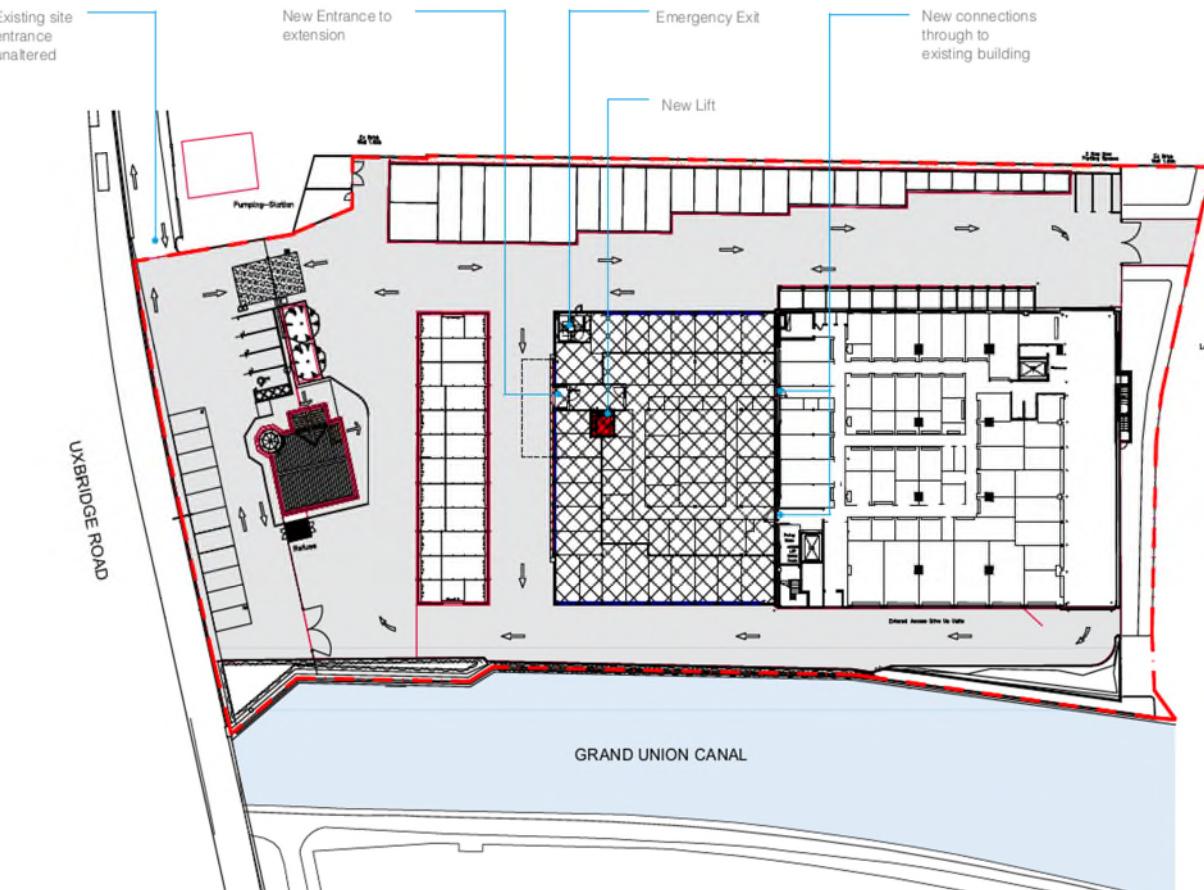
Emergency exit to south-west corner. Escape doors to match surrounding cladding.

Building addresses Uxbridge Road.

PV panels are to be located on the roof.

 Area of Works = 1053 sqm

 Site Boundary
Area = 8196 sqm

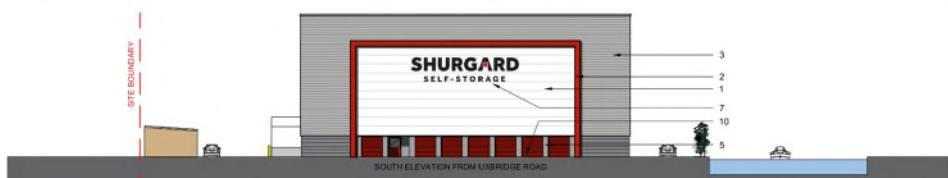


2. Project Particulars

Existing and Proposed elevations



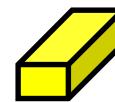
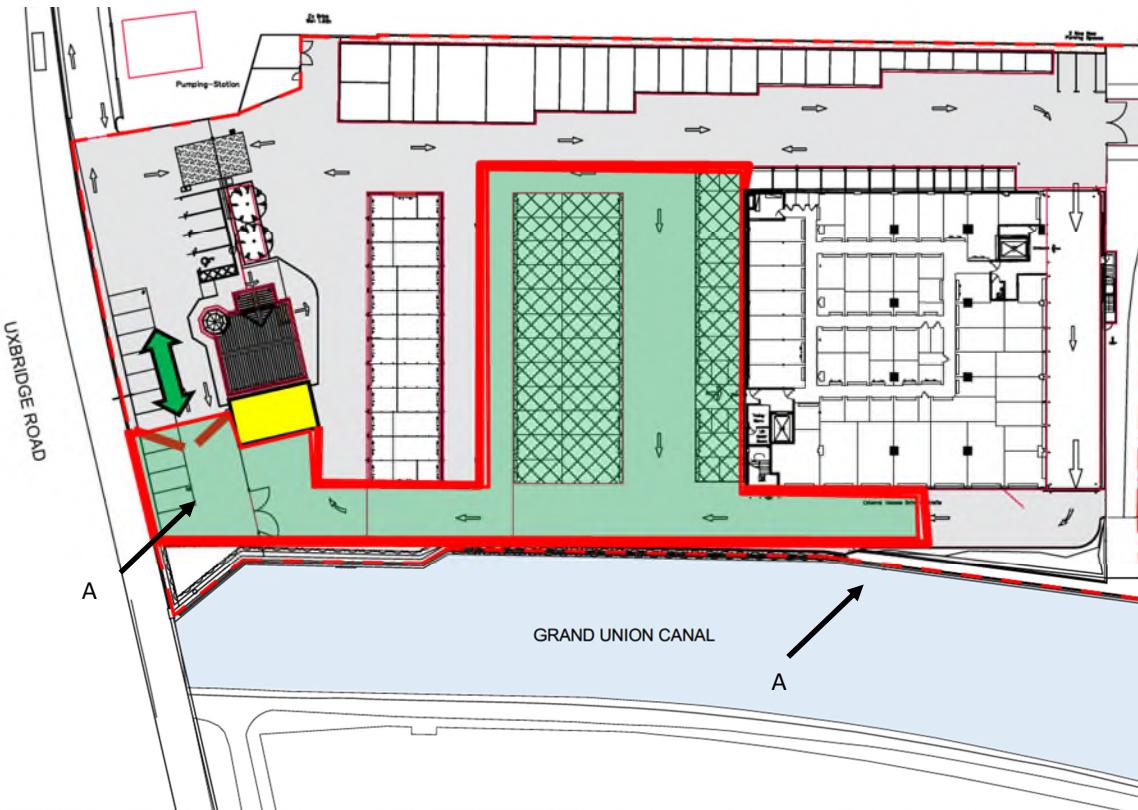
Proposed Elevations



Existing Elevations



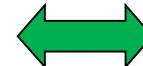
3. Project set up, access and egress



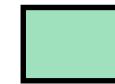
Project accommodation and welfare



Project hoarding



Site Entrance and Exit



Construction site area



Existing buildings to be demolished. Area = 723 sqm

Site Boundary Area = 6196 sqm



3. Project set up, access and egress



Bus

The site is well served by public transport with regular bus services running along the Uxbridge Road

There is a bus stop within 100m of the site on both east and west carriageways

Walking and Cycling.

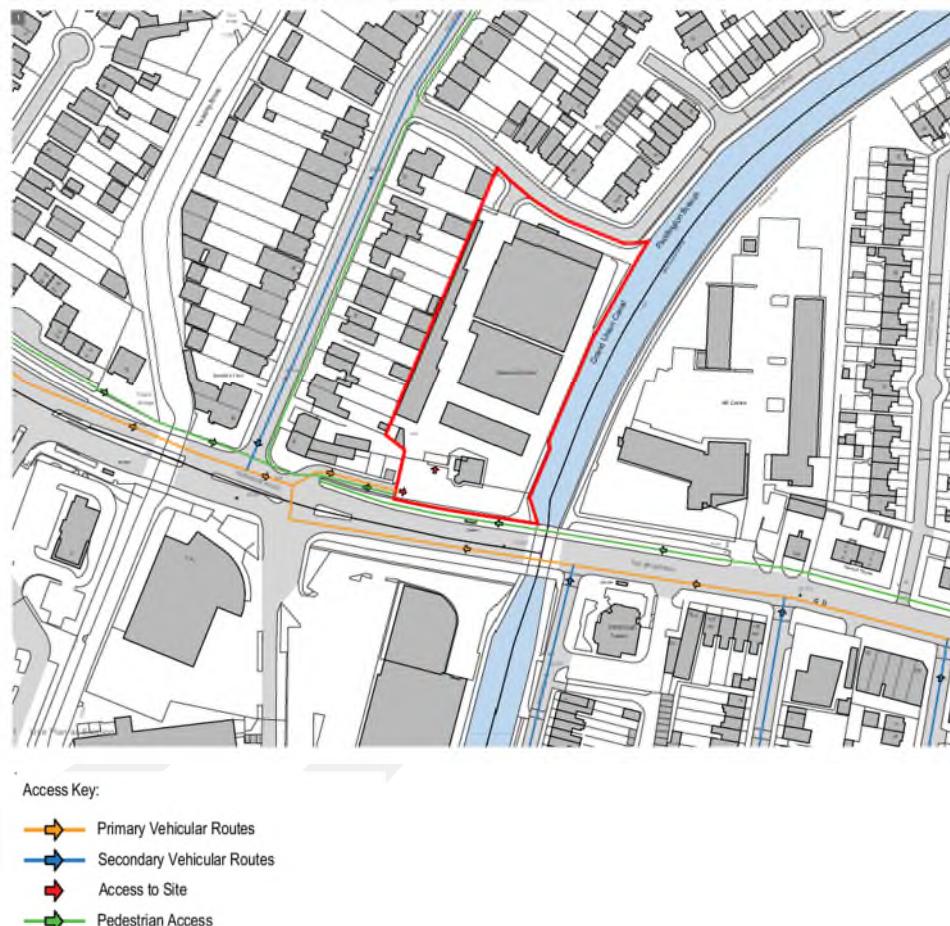
Cycle and pedestrian pathways are readily available from the Uxbridge road to the site.

Rail

Hayes and Harrington train station is approximately 2 miles South West of the site. Southall train station is 1.2 miles to the South East.

Road

The site is located immediately off of the Uxbridge Road A4020 which runs west to Uxbridge and east to Shepherds Bush.



3. Project set up, access and egress



There will be a limited number of vehicle parking spaces on site for the construction personnel.

Cycle spaces will be available for those that cycle to work.

All contractors will be encouraged to travel to work by public transport, cycling and walking.

A statement of intent to encourage all contractors to utilise public transport will be included in the tender documentation, site induction and via posters in the project welfare areas.



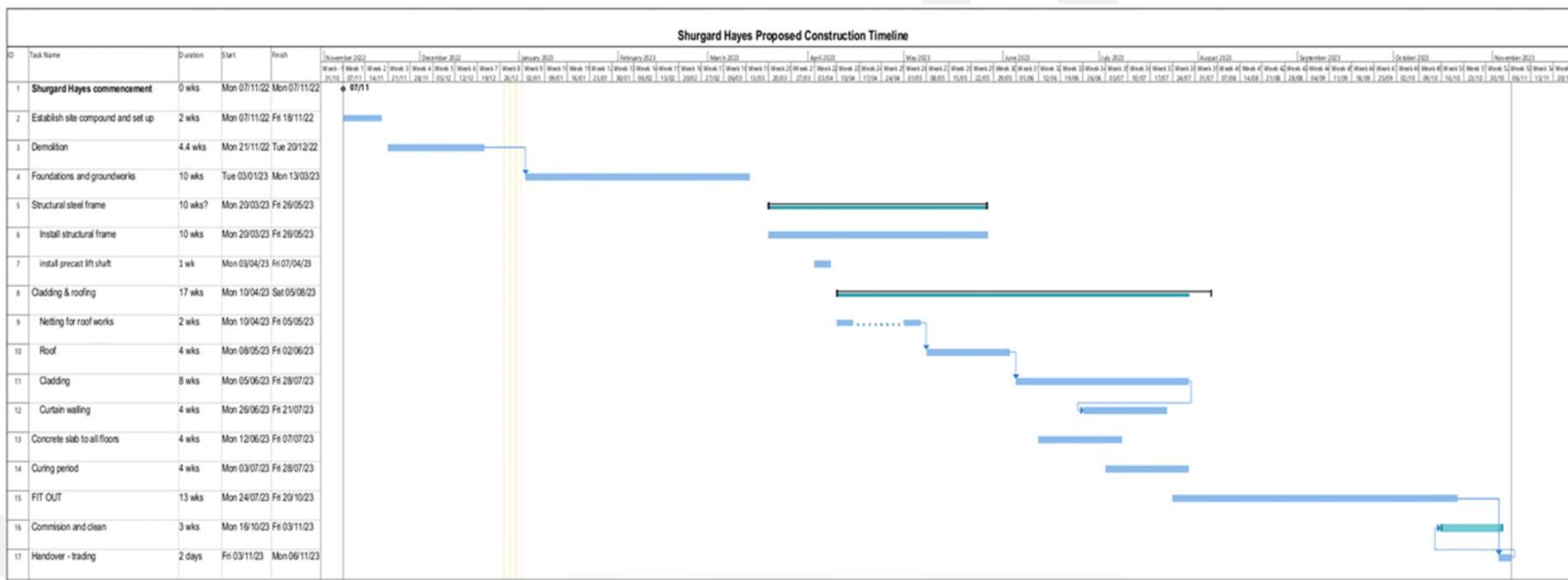
**TRANSPORT
FOR LONDON**
EVERY JOURNEY MATTERS





4. Construction Programme

The construction programme reflects the proposed sequence of the works. The timescales denoted have taken into account the nature of the required construction within an environment that is in close proximity to the operating self storage facility, existing businesses and residential dwellings.



5. Construction Methodology and Management



Shurgard Hayes is located just off of the Uxbridge Road which is a busy traffic route into and out of the area. The site is situated adjacent to the Grand Union Canal. There are many residents and businesses in close proximity to the site.

During the construction period it will be necessary to mitigate any risk that involves the following:

- Physical movement of construction materials and personnel
- Potential cross contamination from the site to the canal
- Construction vehicles causing obstruction to the highway
- Causing unnecessary obstruction to the businesses and residents
- Noise pollution
- Dust pollution



- HEALTHCARE
- RESIDENTIAL
- COMMERCIAL
- INDUSTRIAL
- RELIGIOUS
- COMMUNITY



5. Construction Methodology and Management



There will be consideration for the potential disturbance to our residential and business neighbours whilst carrying out the construction works.

The overall objective is to achieve and maintain high standards on our project.

Employees and contractors working on behalf of our company are encouraged to do their best to respect the people and neighbours around them and to keep noise and disruption to a minimum.

All parties that are expected to be affected by the works will be advised in advance with an expectation of noise levels and durations communicated. .

All management and contractors are to be proactive in engaging with both clients and all neighbours throughout the project, to inform them about site activities and pre-empt and avoid complaints. The subject of potential disturbance will be an item that will be discussed and planned in the weekly meeting. We will engage with our business neighbours face to face updating them regularly depending on the construction activity. We will discuss the forecasted works and any mitigation measures that are required by the construction team to reduce any potential impact.

Employees and contractors on the project will be instructed to give maximum consideration at all times for the safety of the public and any visitors to site including those working on or adjacent to the site.

Any complaints are logged and handled personally by the director of Ostin Construction Ltd. To ensure an agreeable outcome for all concerned parties.

Employees and contractors working on the project will act in a respectable, conscientious and professional manner at all times to maintain a positive image for the project.

The project will be registered with the Considerate Constructors Scheme



5. Construction Methodology and Management



Waste Management

Environmental Controls

Ostin Construction Ltd recognises its Duty of Care under current legislation for 'The Environmental Protection Act, the 'Environmental Protection (Duty of Care) Regulations', 'The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations', 'The Hazardous Waste (England and Wales) Regulations' and other associated statutory provisions.

"Controlled Waste" will only be released to a "Registered Carrier" after proof (original only) has been produced by the "authorised person". All parts of the "Waste Transfer Note" will be suitably completed with a copy remaining with Ostin Construction Ltd for no less than 2 years.

Hazardous materials requiring a "Special Waste" carriers license. Will be disposed of appropriately

Disposal of Waste

Provision of waste skips will be subject to availability of suitable location. Alternative arrangements may be made for stand and load of pre-bagged waste outside trading hours. Skips will be identified and where necessary labelled for segregation of waste for recycling where possible.

All waste will be suitably packed to ensure the safety of others during storage and carriage and also to prevent spillage / leakage, waste blowing or falling or the pilfering of contents by third parties.

There will be no burning of waste of any type on this site .

6. Waste Records

It is mandatory to record the identity of the person removing the waste (i.e., waste management contractor), types of waste removed and where the waste is being taken to and if it has a waste management license or exemption and the waste carrier registration number. Links or references should be provided to waste transfer notes and hazardous waste consignment notes

Please use the table to log relevant details:

Date waste removed	Type of waste	Who removed the waste	Site the waste has gone to	Does the site have a license or an exemption?	Waste Carrier License Number	Evidence e.g., waste transfer note location/reference
12/05/20	Metal	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:122051
19/05/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:122311
20/05/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:122373
15/07/20	Hardcore	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:125094
23/07/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:125555
23/07/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:125561
24/07/20	Concrete	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:125614
28/07/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:125719
08/09/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:127773
10/09/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:127908
23/09/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:128421
24/09/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:128545
25/09/20	Mixed Construction	J. O'Doherty Haulage	Pegamoid Site	WML: EAWML100204	RWCR: CBDU111031	TN:128580

7



5. Construction Methodology and Management

Project Health and Safety, Process and Controls

General

The project remain full PPE site at all times until the completion of the project.

All equipment on site is to be 110 V or battery powered with all leads etc to IEE 18th Edition Wiring Regulations or battery powered.

All steps or ladders are to be either CLASS ONE or BS EN 131 specifications only on site, and to be used for access only.

Public and communal areas will be maintained free of obstructions at all times and when necessary protected e.g. guarding of skips.

The presence of the general public, surrounding units, staff, delivery personnel, and passing traffic will be given due consideration at all times.

Unusual or particularly hazardous processes are not anticipated during the execution of the Works.

Ostin Construction Ltd will consider what precautions will be employed during the execution of normal building activities. Ostin Construction Ltd will ensure the limitation and or control of the production of noise, dust and heat arising from such operations, particularly in relation to hardwoods. Similar consideration will also be given to chasing existing surfaces for preparatory cable and pipe work installation, as may be required.

All operatives have regular “tool box talks” on Ostin Construction Ltd sites where relevant site issues are covered.

An up to date visitor's book will be available in the site office to record those persons present on site.

All statutory notices required by law will be displayed in suitable positions.



Unit 3, Barn Court Wirksworth Lodge Farm Derbyshire DE7 0Rg		Hot Work Permit																		
This person removed from the site by waste management contractor and has been replaced by a competent person.																				
Contract:	Permit No:																			
Location:																				
Description of Works:																				
VALID FROM:	MM/DD	to:	MM/DD, year																	
Hazard Restrictions, Comments:																				
Control Measures		Required																		
Combustible materials to be removed from the working area		<input checked="" type="checkbox"/>																		
Suitable fire fighting equipment (FFE) is in position		<input checked="" type="checkbox"/>																		
No combustible liquids, vapours, gases or dusts within the work area		<input checked="" type="checkbox"/>																		
Work location has been thoroughly examined		<input checked="" type="checkbox"/>																		
Explosive wooden flooring or slating etc, covered to prevent ignition		<input checked="" type="checkbox"/>																		
Gas cylinders secured upright, and Ruth back arrestors fitted		<input checked="" type="checkbox"/>																		
Hot work ceases one hour before end of shift		<input checked="" type="checkbox"/>																		
Operatives familiar with emergency procedures		<input checked="" type="checkbox"/>																		
Screen positioned when welding, cutting or grinding operations		<input checked="" type="checkbox"/>																		
I confirm that all persons carrying out hot work have been made aware of the contents of this permit		<input checked="" type="checkbox"/>																		
Authorised Person _____ Signature _____		<table border="1"><tr><td>Weekly issue Control Checks</td></tr><tr><td>Day</td><td>Initial</td></tr><tr><td>1</td><td><input checked="" type="checkbox"/></td></tr><tr><td>2</td><td><input type="checkbox"/></td></tr><tr><td>3</td><td><input type="checkbox"/></td></tr><tr><td>4</td><td><input type="checkbox"/></td></tr><tr><td>5</td><td><input type="checkbox"/></td></tr><tr><td>6</td><td><input type="checkbox"/></td></tr><tr><td>7</td><td><input type="checkbox"/></td></tr></table>		Weekly issue Control Checks	Day	Initial	1	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>
Weekly issue Control Checks																				
Day	Initial																			
1	<input checked="" type="checkbox"/>																			
2	<input type="checkbox"/>																			
3	<input type="checkbox"/>																			
4	<input type="checkbox"/>																			
5	<input type="checkbox"/>																			
6	<input type="checkbox"/>																			
7	<input type="checkbox"/>																			
RECIPIENT OF PERMIT		<table border="1"><tr><td>Initials confirm temporary cancellation for weekly issue</td></tr></table>		Initials confirm temporary cancellation for weekly issue																
Initials confirm temporary cancellation for weekly issue																				
I confirm that work by myself or any person under my control carrying out hot work will do so in accordance with this permit, all statutory requirements and company safety policy. All persons involved will receive information and instruction in the requirements of this permit and safety measures necessary prior to work commencing.		<table border="1"><tr><td>Signed _____</td></tr></table>		Signed _____																
Signed _____																				
Competent person Name _____		<table border="1"><tr><td>Signed _____</td></tr></table>		Signed _____																
Signed _____																				
Signed _____		<table border="1"><tr><td>Final CANCELLATION - Sub-Contractor Representative</td></tr></table>		Final CANCELLATION - Sub-Contractor Representative																
Final CANCELLATION - Sub-Contractor Representative																				
Name _____		<table border="1"><tr><td>Signed _____</td></tr></table>		Signed _____																
Signed _____																				
Final CANCELLATION - AUTHORISED PERSON		<table border="1"><tr><td>Final acknowledgement receipt of the cancellation of this permit. THE PERMIT IS NOW CANCELLED</td></tr></table>		Final acknowledgement receipt of the cancellation of this permit. THE PERMIT IS NOW CANCELLED																
Final acknowledgement receipt of the cancellation of this permit. THE PERMIT IS NOW CANCELLED																				
Name _____		<table border="1"><tr><td>Signed _____</td></tr></table>		Signed _____																
Signed _____																				

Document Number: OCL-01-03-A109-AWv02

smas
WORKSAFE
CHAS
Accredited Contractor

NFT no: 03440030
Company Registration no: 03802179

5. Construction Methodology and Management

Project Health and Safety, Process and Controls



Manual Handling

Manual handling operations will be avoided where reasonably practicable by using mechanical or automatic means. However where manual handling operations can not be avoided, operatives will be instructed in load reduction and suitable lifting and team lifting techniques, using kinetic lifting as a basis.

Hazardous substances

The works include elements of plastering, cement based products and painting which may involve the use or encounter with plasters, glues, varnishes and noxious paints. Consideration will be given to executing works using less hazardous substitutes when available, or the using of such materials off site in a controlled environment.

Where the use of any such material on site is unavoidable, Safety Data Sheets will be obtained and a Coshh Assessment generated to provide recommendations and precautions necessary for safe use of the product as part of Ostin Construction Ltd development of the Health and Safety Plan.

Note: The Coshh hierarchy will to be adhered to, i.e. should a safer material be available it is to be used in preference if all other characteristics including price are suitable and to implement all reasonably practicable measures to minimise any risks from any potentially hazardous materials and operations including paints, solvents, resins / glues etc.



5. Construction Methodology and Management

Project Health and Safety, Process and Controls



Electrical Supplies on site

Temporary 110 volt supply will be used to provide supply to low volt power tools and festoon lighting. A temporary 240 volt supply protected by RCD may also be connected to provide power for computer, chargers and low current appliances for welfare needs. Total loadings must be within the rated capacity of supply. All works to be compliant with Electricity Regulations BS 7671:2008 and IEE 18th Edition, installed by competent persons

Protection from falls and falling objects.

All open edges must be highlighted and over 600 mm high be protected by fixed barriers to prevent falls.

All work at height must be carried out from podiums, Fixed or Zip Scaffold erected by competent personnel in compliance with TG 20 or PASMA and manufacturer specification and current Work at Height Regulations. All works from these should be carried out in compliance with Ostin Construction Ltd procedures; Fixed Scaffold or Aluminium Tower Scaffold.

Ladders and Step ladders should only be used for access to a platform or in areas where a platform cannot be easily erected. They should only be used for tasks of short duration (< 30 minutes). Ladders should be mounted off a secure level base and footed or lashed to prevent slipping. Steps should be used in accordance with manufacturer instruction. (the apex must never be used to gain height). The top 2 steps must not be used. Only step ladders with purpose designed hand rails may be used to the standing platform. An assistant must be used to aid stability of these during all works. All ladders and Step Ladders must be Class 1 and comply with BS 131 Industrial Grade and be individually identified and regularly inspected for damage or fault, and records maintained



5. Construction Methodology and Management



Project Health and Safety, Process and Controls

Management of Health and Safety, Setting Standards

We strive to achieve 100% Health and Safety success on every project. The expected standard and culture of the project is set out on day one and is covered within the induction.

We generate a culture where everyone irrespective of their position realises that they have a part to play in ensuring that accidents are preventable.

We employ a sensible, pragmatic but firm approach to the health safety and welfare of the project, its operatives, neighbours and visitors.

There is a standard set and it is to be met and maintained by all.

All persons working on this project will ensure that health and safety is at the forefront of everything that they do. Ostin will support sub contractors to achieve this standard wherever necessary.

We adopt a red yellow and green card system

Yellow Card

– Is issued for a warning to a minor breach of the site rules or health and safety practices

Red Card

- Is an immediate removal from site either for a period of time or indefinitely dependant on the breach. 3 yellow cards result in an automatic red card

Green Card

- Is awarded for health and safety excellence

Any breach of safety standards will not be tolerated.

Ostin ensure that there is co-operation and co-ordination of activities between all contractors to achieve a safe working environment.

We consider how works may impinge on the undertakings of others, particularly the general public, and to reduce the impact of those undertakings before their commencement.



5. Construction Methodology and Management



Project Health and Safety, Process and Controls

Site Inspection form.

5. Construction Methodology and Management

Project Health and Safety, Process and Controls



Accidents and near misses can occur when working on a construction project and the key principle of this process is to recognize the importance of accident prevention. Foreseeing, highlighting and actioning a hazard that could cause harm is a proven method of accident prevention

Unit 2, Barn Court
Wilkshaw Farm
Oxfordshire
OX7 7PN

Near Miss Report Form

Note:

- This form should be completed whenever a Near Miss occurs - that is an incident WITHOUT injury to person or damage to property.
- If personnel or property were injured or damaged during the incident, do not use this form. Use the 'ACCIDENT / INCIDENT REPORT FORM'.

1 Date of the Near Miss:	Time of the Near Miss:
2 Location of Near Miss:	
3 Who was involved in the Near Miss:	
4 Name of the person(s) and Company involved in Near Miss:	
5 Name, Address and Contact details of any witnesses to Near Miss:	
6 Description of Near Miss:	
7 Steps taken to improve a reoccurrence of Near Miss incident:	

Signature of person completing the form: _____ Date: _____
Print Name and Job Title: _____
Signature of Ostin Construction Management: _____ Date: _____
Print Name: _____

Document Number: OCL/02-18-NMR-REV02
smas CHAS
smas WORKSAFE
VAT reg: 331140000
Company Registration no: 13052179



5. Construction Methodology and Management

Project Health and Safety, Process and Controls



Mechanical Lifting

All Lifting Operations must be carried out in compliance with both current LOLER (Lifting Operations and Lifting Equipment Regulations) and the PUWER (Provision & Use of Work Equipment Regulations). All equipment must be inspected, tested and / or maintained, and used by competent personnel. Lifting operations will be managed by a competent Banksman / Slinger. A suitable lifting plan will be developed and put into affect

Work in confined spaces

Potential for confined spaces where there is a likelihood of an oxygen deficient atmosphere being present must be identified by a competent person. All works within this area must be risk assessed and adequate measures put in place to minimise the risk of poisoning or suffocation. Measures must include monitoring at all times during the works; means of escape; on site emergency response; a suitable Confined Space Permit

to Work management system. All personnel involved must be trained and deemed competent to work under these conditions.

Confined Space Permit

Issue of Permit

I confirm that all persons required to enter the confined space for any reason are medically fit and have proof of having received the relevant training in confined space entry to the correct category.

Authorized Person _____ Signed _____ Date _____

Names of persons entering the confined space are attached.

Receipt of Permit

I confirm the work by myself or by any person under my control in the confined space will be carried out in accordance with this permit, all statutory requirements and company safety policy. All persons entering the confined space will receive information and instruction in the requirements of this permit and safety measures necessary prior to entry into the confined space.

Competent Person Name _____ Signed _____ Date _____

Clearance - [Competent Person Confined Space]

I certify that all persons have been withdrawn and warned that it is no longer safe to enter the confined space above and that all tools and equipment have been removed.

Name _____ Signed _____ Date _____

Cancellation - Authorised Person

I acknowledge receipt of the clearance of this permit. THE PERMIT IS NOW CANCELLED

Name _____ Signed _____ Date _____



5. Construction Methodology and Management



Project Health and Safety, Process and Controls

Control and the reduction of dust, noise and vibration.

All plant and equipment must be provided with noise and vibration reduction measures where possible. These may include silencers, muffler or sound proof enclosure, cushioned mountings, anti-vibration dampers and cushioned hand grips. Operatives must be aware of the effects of noise and vibration and will be required to work in compliance with the Ostin Construction Ltd SSW or similar.

Any restrictions imposed by the local Environment Agency will be upheld.

The necessary license and approvals will be applied for and gained from the Canal and River Trust

Contamination of public footpaths and highways must be prevented at all times. Suitable control measures will be put in place to ensure the expected standard is maintained.

The early construction works during this project may generate noise and these noisy works Ostin Construction Ltd will ensure that they comply fully with the statutory requirements of the current Noise at Work Regulations for all operatives within the site.

Efforts will be made to contain noise within the local area by enclosure, i.e. controlling the longevity of the noisy activity, baffles and silencers fitted to equipment, erecting acoustic partitions etc.

We as the Principal Contractor are aware that heavy penalties may be imposed on failure to comply.

Individual exposure to vibration will be controlled by the use of low vibration equipment together with duration of exposure in compliance with specific equipment guide lines and task sharing.



5. Construction Methodology and Management



Project Health and Safety, Process and Controls

Asbestos

A full R&D survey will be required this will identify any asbestos that is in the existing building.

The following will be included in the induction and within the demolition contractors method of work :

Do:

STOP work and notify your supervisor, or the site manager if you are suspicious something may be asbestos or if you think the work might need to be carried out by a licensed contractor. **IF UNSURE ASK**

Do not.

Try and remove the suspected material yourself

Create any dust, like using power tools, a brush, scrapers etc.

sweep or attempt and clean up the area



5. Construction Methodology and Management

Project Health and Safety, Process and Controls

