



PROPOSED CONSTRUCTION OF A NEW 3G FOOTBALL PITCH AT UXBRIDGE FOOTBALL CLUB

Construction Code of Practice / Method Statement

CONSTRUCTION METHOD STATEMENT

Velocity Sports Ltd have been invited to put together a construction code of practice for the construction of an all-weather pitch at Uxbridge FC.

Delivery of the new pitch includes:

- Creation of a temporary haul road
- Full construction of new all-weather football pitch including earthworks and drainage
- Installation of new spectator fencing
- Creation of team shelter dugouts
- Line Marking
- Equipment provision

The challenges for the construction team which are specific to this project are identified as: -

- Maintaining and managing suitable access/egress off Horton Road
- Suitably managing the construction traffic along a single-track road, particularly during periods of heavy traffic.
- Working safely within a busy site environment
- Achieving a suitable tie in with the existing infrastructure and delivering the quality of construction and workmanship required to realise the Project's design concept and to meet the Client's aspirations.
- Coordinating and liaising with the Client throughout the Project to achieve the completion date.
- Maintaining a good working relationship with residential properties bordering the works site

This method statement sets out to demonstrate our ability to carry out the works in the optimum time, in the most viable and safe manner to achieve a completed project to the satisfaction of all parties involved.

Construction Code of Practice / Method Statement

METHOD STATEMENT

Contents

- General
- Pre-Construction
- Planning and Programming
- Logistics
- Site Management
- Security and Site establishment
- Personnel
- Site Access and Deliveries
- Signage
- Movement and Hoisting of Materials
- Storage and Handling
- Waste Management
- Scaffolding
- Temporary Services
- Dust and Debris
- Safety
- Noise control
- Construction
- Handover documentation and Client Training
- Post Contract Support
- Protection of Completed Works
- Reporting Procedures

Date: 11th July 2023
Produced by: Joe Boniface – Director

Signed:

A handwritten signature in black ink, appearing to read 'Joe Boniface', written over a faint dotted line.

Construction Code of Practice / Method Statement

GENERAL

This method statement has been prepared on the basis of the tender information as issued and gives an indication of our general approach to the construction and management of the project.

We have included our intentions for managing and supporting the project and the particular approaches that will be taken for certain key aspects.

PLANNING & PROGRAMME

The Project has been programmed to be completed within the 12 weeks in accordance with information set out in our proposal document.

The construction programme will be monitored, tracked and updated on a regular basis and any corrective action applied as necessary.

PRE-START INVESTIGATIONS

A prestart meeting will be requested with site contact, the site to be surveyed and checked against plans provided including identification of any live services or other relevant considerations.

Any points of note will be plotted on a drawing and a photographic record will be taken, which will be maintained as a record throughout the stages of the contract.

At the commencement of the contract, Velocity Sports Ltd will start the Logistics activities, which are detailed below.

SITE LOGISTICS

The way in which the site is established and managed is critical to the success of the project. In acknowledgement of the proposals in the contract documents we propose to set up the site access arrangements as shown on the accompanying draft logistics plan VS306-01-B.

We estimate lorry movements split into the following categories:

Description

Mobilisation	Low loader	10
Aggregate import	8-wheeler	420
Fencing	Flatbed Lorry	6
Floodlighting	Flatbed Lorry	6
Shockpad	Curtain sider lorry	4
Surfacing	Curtain sider lorry	4
Infill	Articulated lorry	18
Equipment	Flatbed Lorry	4
Other (skips, welfare etc)	Various	36
Total		508

SITE HOURS & CONTACT

Site Working hours will be:

Monday to Friday – 07:30 – 18:00 hours

Saturday 08:00 – 13:00 hours

Site Manager

John Mears – 07721 648255

Out of hours contact – 07522 124734

Construction Code of Practice / Method Statement

SITE MANAGEMENT ESTABLISHMENT

The site management for the project will comprise a site based Senior Working Foreman who will lead the site team and administer the contract.

The site team will be supported and assisted by our head office-based staff including environmental, planning, temporary works, health and safety managers, namely:

- Our Contracts Manager who will oversee the progress of the project and attend client meetings on a regular basis to chart progress against the programme submitted.
- Our Quantity Surveyor will provide the commercial and procurement resource.
- Our Sales Director who will provide any on-going technical support and aftercare.

SECURITY AND SITE ESTABLISHMENT

The site will be setup as per the accompanying site management plan.

Fences will be maintained and adapted during the contract to suit the phasing of the works. Site office and welfare facilities will be established as identified on the logistics plan, we will have self-contained welfare and be completely segregated from the clubs activities.

Temporary site accommodation and welfare will comprise of the Meeting and Induction room, Canteen and Welfare facilities and will be erected on suitable ground adjacent to the contractor's main working area.

Velocity's site cabin will be used as the internal meeting room which will be available for the Client's representatives when visiting the site.

PERSONNEL

All personnel will be informed of the specific site rules required in the preliminaries relating to this project as well as Velocity's site rules and their own company's method statements.

SITE ACCESS AND DELIVERIES

Vehicular access to the site compound will be from Horton Road via the existing entrance and temporary roadway infrastructure.

Where possible vehicles will be offloaded on the pitch footprint, on occasion materials will need to be stored in the designated compound area.

Delivery vehicles will be provided with directions to the site with relevant restriction times (see below) and be required to turn off engines to avoid nuisance upon arrival. Delivery constraints will be identified to all suppliers and trade contractors.

Deliveries of materials, plant and equipment will be strictly controlled and co-ordinated to prevent congestion and disruption to traffic using Horton Road.

During busy period lorries priority will be given to incoming vehicles and once on site, lorries will be held on the pitch footprint or designated waiting area before re-entering Horton Road to avoid disruption. In order to avoid peak travel times and minimise travel disruption, no deliveries will be allowed between 08:00 – 09:00 and 15:00 – 18:00.

The construction of the development hereby permitted, and associated operations including the deliveries of plant or materials, should take place only between the hours of 0730 and 1800 Monday to Fridays, and 0800 and 1300 on Saturdays, with no works on Sundays or Bank Holidays, unless otherwise approved in writing by the County Planning Authority.

Construction Code of Practice / Method Statement

DELIVERY ROUTES

All vehicles will approach the site from Horton Road and egress via the same route as the road infrastructure is capable for 2-way traffic.

The driver will have already given notice of estimated arrival time to our site manager and can .

A traffic marshal will always be present to coordinate any pedestrians/vehicle movement while a vehicle is carrying out deliveries.

Please see below the planned access and egress routes for deliveries to the project.



Construction Code of Practice / Method Statement

TRAFFIC MANAGEMENT

Keeping pedestrians and vehicles apart.

The following actions will be undertaken help keep pedestrians and vehicles apart:

- Entrances and exits - provide separate entry and exit gateways for pedestrians and vehicles;
- Walkways - provide firm, level, well-drained pedestrian walkways that take a direct route where possible;
- Crossings - where walkways cross roadways, provide a clearly signed and lit crossing point where drivers and pedestrians can see each other clearly;
- Visibility - make sure drivers driving out onto public roads can see both ways along the footway before they move on to it;
- Obstructions – do not block walkways so that pedestrians have to step onto the vehicle route; and
- Barriers - think about installing a barrier between the roadway and walkway

MINIMISING VEHICLE MOVEMENTS

Where possible we will minimise vehicle movements.

PEOPLE ON SITE

A suitably qualified banksmen will be in place to escort deliveries and maintain single file traffic during heavy periods of construction traffic.

SIGNAGE

Adequate signage will be installed such that vehicle deliveries and access to the site are clearly defined within the general site geographical area.

Site signage will be provided within the curtilage of the site as necessary to advise operatives/visitors and delivery staff of safety requirements within the confines of the site and where to report on arrival.

Such signage will include: -

- Accommodation / Access requirements
- Speed Limits
- Safety Helmet and Footwear Requirement
- Noise
- Danger Construction Site, etc.

MOVEMENT OF MATERIALS

All vehicle movements and deliveries will be subject to the control of Velocity Sports Ltd.

The storage of materials on site will be kept to an absolute minimum and therefore delivery scheduling will be carried out to ensure supply is on a 'just in time' basis only.

All concrete and screed deliveries will be proposed as 'ready mixed' and will be delivered to site in appropriate vehicles.

Construction Code of Practice / Method Statement

STORAGE AND HANDLING

Materials will be stored adjacent to the pitch footprint, ready for the finishing trades, once the initial site clearance has been completed.

A supplementary area has been identified if any additional storage is required. Plant will be stored and secured on the pitch footprint overnight.

WASTE MANAGEMENT

We propose that rubbish skips will be provided within the contractor's site area, which will be removed and replaced on a regular basis.

Site Waste Management Plans (SWMP's) are required for all Velocity Projects.

We are also working towards better understanding waste management so the volume of waste to be disposed is reduced and segregation enables as much as possible to be recycled.

SCAFFOLDING

Conventional scaffolding, where required, will be independent with boarded lifts to suit the nature, location and type of the particular operations.

All scaffolding will be securely tied to the structure and will include suitable ladder access. Scaffolding will be provided, erected and maintained in accordance with all current statutory regulations.

No person other than certified competent scaffolders will be permitted to erect, alter, adapt or dismantle any conventional scaffolding.

TEMPORARY SERVICES

None envisaged, all welfare units will be self-contained and regularly serviced throughout the duration of the contract.

Construction Code of Practice / Method Statement

DUST AND DEBRIS

Best Practicable Means (BPM) will be used in controlling dust emissions, with site procedures in accordance with the Supplementary Planning Guidance provided by Mayor of London Control of Dust and Emissions from Construction and Demolition document (July 2014).

Once a likely start date is known for the works a site-specific risk assessment relating to dust generation will be carried out by the project manager to identify any further mitigation measures required.

From that risk assessment a construction method statement will be created for the applicable operations in line with the Mayor of London Control of Dust and Emissions from Construction and Demolition document to ensure that adequate dust suppression techniques are used.

NRMM

We will ensure that all relevant plant and equipment used on site will meet the requirement of the Non-Road Mobile Machinery Low Emission Zone legislation and it is understood that Hillingdon Council is part of the London-wide NRMM enforcement scheme with officers employed across London to check compliance with the NRMM requirements.

Construction Traffic

All vehicles should switch off engines – no idling vehicles;
Wash or clean all vehicles effectively before leaving the site if close to sensitive receptors;
All loads entering and leaving site to be covered;
No site runoff of water or mud;
All Non-Road Mobile Machinery (NRMM) to use ultra-Low Sulphur tax-exempt Diesel (ULSD) where available.

Demolition Works

Use water as dust suppressant;
Cutting equipment to use water as suppressant or suitable local exhaust ventilation systems;
Securely cover skips and minimise drop heights.

Site Activities

Minimise dust generating activities; Use water as dust suppressant where applicable;
Keep stockpiles for the shortest possible time.

General

Appropriate plant and machinery to be used to minimise creation of dust.

The site will be kept clean and tidy at all times and will accord with any statutory requirements.

A water supply will be available on site from the commencement of works and water suppression will be used in all works deemed likely to generate excessive dust, i.e. earthworks during dry conditions and any concrete or cutting works.

Screening of adjacent property to mitigate dust pollution will be undertaken as necessary.

Particular attention will be given to preventing the contamination of adjoining roadways and existing water courses.

Construction Code of Practice / Method Statement

General

During period of heavy traffic, a wheel washing operation will be in place by way of manned jet wash who will clean tyres prior to them re-entering the highway.

As a control measure it is envisaged that road sweepers will also be used on a periodic basis to minimise contamination.

As far as practical constraints will allow, obvious sources of dust such as spillages of finely divided materials should be removed promptly using a wet cleaning technique.

DARK SMOKE AND NUISANCE

No waste materials should be burnt on site of the development hereby approved.

SAFETY

Full recognition and regard will be taken in the management and execution of the project of the Construction Design and Management Regulations 2015.

All trade contractors are obliged to provide safety policies, plans and method statements and will be interviewed prior to order placement on all aspects of safety, health and welfare. All sites are subject to independent site safety checks, inspection and reports by our independent site safety inspectors and advisors, it is envisaged that one visit will be made after the site has been established to ensure ongoing H&S compliance.

NOISE CONTROL

Management of noise pollution and vibration control will be given a high priority. Where the works are in close proximity of occupied buildings Velocity will ensure that acceptable levels of noise are adhered to as well as statutory levels imposed by the Environmental Health Officers.

Best Practicable Means (BPM) should be used during construction and demolition works, including low vibration methods and silenced equipment and machinery, in accordance with the Approved Codes of Practice of BS 5228-1:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites.

Noise and BS 5228-2:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites. Vibration

NOTIFICATION TO NEIGHBOURS OF BUILDING WORKS

At least 5 days prior to the commencement of any site works, all occupiers surrounding the site should be notified in writing of the nature and duration of works to be undertaken.

The name and contact details of persons responsible for the site works should be signposted at the site and made available for enquiries and complaints for the entire duration of the works and updates of work should be provided regularly. Any complaints should be properly addressed as quickly as possible.

Construction Code of Practice / Method Statement

CONTROL OF NUISANCE

Nuisance to neighbouring properties to be considered at all times, control measures including but not limited to the following.

- No waste materials should be burnt on the site, instead being removed by licensed waste contractors
- No dust emissions should leave the boundary of the site
- Consideration should be taken to restricting the duration of noisy activities and in locating them away from the periphery of the site
- Hours of works: works should only be undertaken between 0730 hours and 1800 hours on weekdays; between 0800 hours and 1300 hours on Saturdays and not at any time on Sundays and Public Holidays.
- If it is known or there is the likelihood that there will be the requirement to work outside of these hours or there will be periods where there will be excessive noise that will significantly impact on sensitive receptors Environmental Health at Hillingdon Borough Council must be notified prior to the works as soon as is reasonably practicable
- Care must be taken to prevent the pollution of ground and surface waters. This will include during works and the location of any hazardous materials including fuel from vehicles and equipment.

STATUTORY COMPLIANCE

Where any soils that are known to be contaminated are being excavated or exposed a site waste plan must be prepared in order to store treat and dispose of the materials in accordance with the waste duty of care.

Where there is requirement for dewatering the site, the relevant consent must be sought from the Environment Agency.

Where there is a requirement to obstruct or alter watercourses a consent under section 23 of the Land Drainage Act must be obtained from Hillingdon Borough Council.

CONSTRUCTION

A specific construction phase H&S plan will be submitted prior to commencement on site which deals with local issues and construction methodology.

All loading / unloading / reception and storage of building materials and the manoeuvring of all vehicles, including construction traffic shall be undertaken within the application site, clear of the public highway.

HANDOVER DOCUMENTATION AND CLIENT TRAINING

In parallel with the construction phases we will prepare the O&M manual and client training programme, ready for handover at the point of practical completion.

POST CONTRACT SUPPORT

Specialist maintenance and periodic monitoring by the Velocity sales staff will enable early attention to unforeseen issues during the defect's liability and applicable warranty period.

Construction Code of Practice / Method Statement

PROTECTION OF COMPLETED WORKS

Any sub-contractors will adequately protect all materials, equipment and finishes to the satisfaction of Velocity Sports Ltd.

To prevent damage arising from weather conditions, construction activities, or any other cause whatsoever during the progress of the sub-contract works and until the completion of the Project.

The required level of, and type of protection required to protect completed works will be agreed by all parties, in advance of any works commencing.

CONTRACT ADMINISTRATION AND HANDOVERS

Throughout the contract, Velocity Sports Ltd will maintain the updated, tracked and monitored Construction Programme for the works.

Progress meetings to be held at **monthly intervals** to check progress against contract programme and ensure site management and working practices are in line with client expectations.

Prior to handover of works, Velocity will carry out their own snagging of the works, with the aim of achieving 'zero' defects at practical completion.

Any additional snagging works to be completed within **7 working days**

As built drawings, commissioning records and O&M manuals will be prepared and issued to the Contract Administrator, **2 weeks prior** to agreed completion of the works.

REPORTING PROCEDURES

In the event of a query RFI's to be sent direct to Contract Administrator, via email only, client team to respond within: **5 working days**

The following will be tabled for discussion at each internal site meeting;

- The status and progress recorded against the contract programme.
- Current updated Construction Programme with, if necessary, actions for bringing works into line with the Construction programme.
- A rolling schedule of approvals of all Design, Detailing and Materials yet to be approved. This schedule will be updated on a weekly basis.

CONCLUSION

The above method statement has been developed specifically to demonstrate our understanding of the project requirements and the detailed methodology required to carry out a project of this nature.

It is not however all encompassing and prior to the commencement of the construction work specific method statements will be produced and agreed by Velocity, for client approval.