

**Hamilton
Vine Grove
UB10 9LW**



CONSTRUCTION METHOD STATEMENT

15.09.2024

Revision B

TABLE OF CONTENTS

1 INTRODUCTION
2 DESCRIPTION OR PROJECT
3 OUTLINE METHOD OF WORKS
4 CONSTRUCTION MANAGEMENT ACTION PLAN
5 PROJECT SPECIFIC HEALTH AND SAFETY
6 H&S OBJECTIVES AND STANDARDS
7 LIASON BETWEEN PARTIES
8 SITE SECURITY
9 PEOPLE ON SITE
10 SITE WASTE MANAGEMENT PLAN
11 LEGISLATION

1 INTRODUCTION

1.1 PROPOSED WORKS

The project report relates to the construction works that are to be carried out at

Hamilton, Vine Grove, UB10 9LW, construction of single dwelling, house but retaining the existing chimney post demolition of the existing single dwelling.

1.2 WORKING HOURS

08:00 am - 18.30pm Monday-Friday

8.00am – 13.00pm Saturday

No working hours on Sunday

1.3 DEMOLITION

Demolition work to be carried as per Demolition Method Statement - Rev A

2 DESCRIPTION OR PROJECT

Erection of a single building, ground floor and mansard roof space (first floor) together with rear and front amenity spaces, parking for vehicles, cycle and bin storage facilities.

The building to be executed as per approved planning documentation and drawings. The building will be finished in white render, dark brown roof tiles and grey window/ door frames and wooden slatted dormer cladding.

The external space will be enclosed with decorative fences to the front and timber garden fence to the rear. The cycle and bin storage space to be constructed of timber framing and timber cladding. All proposed green spaces to be planted with plants suitable for the area and the weather conditions and to be in accordance with the natural biodiversity of the area.

3 OUTLINE METHOD OF WORKS

3.1 GENERAL

The proposed site plan relating to this proposed outline method of works is detailed upon drawings P23-05 - 101 - PROPOSED FLOOR PLANS included in Appendix 01 of this Construction Method Statement (CMS).

The proposed preliminary programme for the works setting out the timescales envisaged for the works is included under Appendix 02 of this Construction Method Statement (CMS).

3.2 SITE ESTABLISHMENT

A mesh hoarding will be erected to the front elevation of the site and along the boundary walls and to finish at the neighbour's property walls, with a personnel site entrance gate at the front. It will be painted and kept in a clean and tidy condition throughout the works. All hoardings/fencing will be regularly checked and maintained in a clean and tidy condition and signage will be positioned so it is clearly visible to warn members of the public of any potential hazards surrounding the site.

The site accommodation will be located inside the property fences towards the right hand side of the area. The accommodation will be moved in to the property once the shell is completed.

The site will be maintained in a safe and tidy manner with the implementation of good housekeeping procedures regularly checked by our Health and Safety Advisor on fortnightly site inspections and be set up with temporary power, water and drainage throughout the duration of the works.

Small Materials to be stored towards the rear of the land in order to allow for large materials to be dropped towards the front of the site (materials that are to be used immanently or within reasonable short period).

3.3 SCAFFOLDING

A scaffold will be erected as per licenced specialist contractor's proposals (to follow) which will support the construction of the building.

3.4 EXCAVATION

The proposed works are excavate the ground and prepare for piped foundations. Specialist Company to carry boreholes investigations, drill the proposed areas as per structural engineers details and install / pour the new concrete piles.

Removal of excavated material will be via a conveyor belt system from the digger to the skips located towards the street side of the area, allowing the skip vehicles to pick and drop skips without entering the site with the vehicle.

3.5 FOUNDATIONS AND SLAB

Ground beam formwork to be made and ground beam to be poured in situ. Concrete will be delivered and mixed on site and the concrete will be poured into position, following all foundations/ piles preparations works as per structural engineer's specification and drawings. Slab level will be formed with beam and block construction.

3.6 SHELL WORKS

The external shell will be constructed with block and block, insulated cavity walls, finished in white render. The roof will be covered in dark brown roof tiles, matching the neighbour's tiles in accordance with the planning approval. All windows and doors to the external areas to be grey aluminium framed units within the BS standards.

All blockwork to be carried by hand, followed by timber framed substructure and roof supports, using pulley systems and manual labour for standard construction. Roof to be laid in traditional roof tile timber frame structure and appropriate insulation.

3.7 INTERNAL WORKS

The internal works comprise to the formation ground floor kitchen/ living space, reception area, utility, wc (with DDA shower provision and ground floor bedroom with DDA provision, first floor to be formed of 3 bedrooms and one master bathroom. All in accordance with the BS standards and Building Control Regulations. All internal structures to be dry lining construction, excluding bearing walls.

All finishes, kitchens, bathrooms, other facilities to be carried by an approved specialist sub-contractor (followed by appropriate certificates) and within BS standards.

3.8 VEHICLE AND SITE TRAFFIC

All construction traffic must obey the site access system.

Construction traffic will be minimal and controlled by the site manager when required.

The gate will be recessed into the site to allow vehicles to wait to gain access to the site off the main "private" road.

Site signage & warning signs will be placed along the site entrance.

Deliveries will only be taken from the hours of 0800h to 1700h

A 5-mph speed limit will be introduced and monitored on the "private" main road to the access point of the site.

Segregation fencing will be used to split up pedestrian and vehicle access routes within our red line boundary.

No site traffic will be allowed to leave the site until the site team are satisfied that the vehicle is clean. A wheel wash station will be located within the site next to the entrance/exit gate.

Parking provisions:

1 parking space for main contractor during the development process + 1 Parking space for sub-contractors to be located to the right hand side of the site (currently the existing 4 parking spaces – retained during the construction demolition and construction process.

During peak hours, vehicles to be limited by the project manager and deliveries and other sub-contractors to be limited to non peak hours.

3.9 OTHER

Deliveries will be via delivery vehicles which will be parked on the street directly outside the site and will not be blocking the road, note it's a private dead end road.

Waste materials will be removed by way of skips located towards the street side of the area

4 CONSTRUCTION MANAGEMENT ACTION PLAN

The following sections outline the key elements for consideration. This document demonstrates our commitment to manage, control, and where possible mitigate our impact on the local community and infrastructure.

Many of the issues identified will be further developed and dealt with in our more detailed site based method statements.

5 PROJECT SPECIFIC HEALTH AND SAFETY

All necessary registers, accident books, diary, time book, test certificates, method statement, risk assessment, health and safety plan etc will be kept on site under the control of the Site Supervisor and can be inspected at any time. All accidents are to be reported to and entered in the site accident book.

A supply of spare hard hats, overalls, gloves, goggles, masks, welders gloves, face visors (when burning equipment is used) etc will be stored on Site.

At all times the appointed demolition contractor will ensure a high standard of Health and Safety is carried out at all times on site.

All operatives on site must wear full PPE in accordance with HSE requirements including safety boots, hard hats and a high visibility vest or coat and LEP (Light Eye Protection) as standard.

'No smoking on site' policy will be adhered to at all times.

Adequate segregation of pedestrians and vehicular traffic will be maintained at all times. Reversing of vehicles and plant will be minimised at all times. This will be highlighted on a site plan and will form part of the site induction for all operatives.

5.1 NOISE AND VIBRATION

Work in accordance with the recommendations of BS 5228-1, Control of Noise at Work Regulations 2005 and the Noise Service. The contractor will consult with adjoining neighbours and agree, if possible, certain times of day when noisy work is minimized.

5.2 ASBESTOS

An asbestos survey will be carried out and any asbestos contaminated materials will be removed prior to commencement of any works on site.

5.3 EXISTING SERVICES - Under-ground, Over-ground

All existing services will be serviced prior to commencement of any works on site.
Deliveries/ Storage/ Removal of Materials

5.4 EXISTING OCCUPANCY

The property will be unoccupied throughout the duration of the works.

5.5 DUST

All dust levels are to be kept to a minimum and where possible controlled at source by the use of dust suppression systems. Site operatives are to wear suitable PPE/RPE where the levels of dust cannot be controlled ensuring exposure is well within legal limits of the HSE approved code of practice.

5.6 UV PROTECTION

UV protection from the sun is provided indirectly by the site rules requiring safety helmets and appropriate clothing with no shorts or bare tops. If necessary additional guidance will be provided in accordance with the HSE approved guidance.

5.6 CONTROL OF LIFTING OPERATIONS

Our lifting operations procedures are contained within our HS1-02_ H&S Policy_ Responsibilities and arrangements_Nov_2010 item 2.22 document. Specific lifting operations will be controlled through risk assessments and method statements.

5.7 WORK IN EXCAVATIONS AND POOR GROUND CONDITION

No excavation deeper than 1.2m will be undertaken for this particular project (any deeper holes in relation to the proposed piles will be made by drills and not large excavated areas. Our health and safety procedures for work in excavations and poor ground conditions will be controlled through risk assessments and method statements appropriate to the specific situation and will be in accordance with the HSE approved guidance.

6 H&S OBJECTIVES AND STANDARDS

The contractor aims to achieve the following objectives/standards while carrying out the construction work for this project.

- ☐ Prevent accidents and ill health to our staff, client, (sub)-contractors, third parties and members of the public.
- ☐ Achieve all works are carried out in accordance with all relevant legislation and Codes of Practice.
- ☐ Provide a place of work that is safe and without risk to health, safety and welfare to all those involved in the project and third parties.
- ☐ Consult and communicate to all those involved in the project and listen to given feedback.
- ☐ Subscribe to and maintain the standards set out under the Considerate Contractors Scheme.

Project Specific Objectives / Standards

- No RIDDOR reportable accidents.
- Keep possible disturbance to local residents, businesses and general public to absolute minimum.

7 LIASON BETWEEN PARTIES

7.1 LIASON WITH PARTIES INVOLVED IN THE PROJECT

Staff members of the contractor and the sub-contractors are required to co-operate fully with other parties involved in the projects for issues that affect health and safety arrangements on the project.

Regular project progress meetings will be held with the Client, Designers and other parties involved in the project to ensure liaison between the parties involved in the project. Meeting minutes and any other relevant information will be circulated to the relevant parties involved in the project.

7.2 LIASON WITH PARTIES OUTSIDE THE PROJECT

All parties will ensure that regular liaison is carried out between the site and local residents and local businesses.

7.2 SUB-CONTRACTORS

Check all legal requirement to ensure that sub-contractors appointed directly the company have the necessary health and safety competence and resources to carry out their work in a safe manner.

Sub-contractors are prohibited from sub-contracting any work without the written authority of the company and only then to conduct work.

Sub-contractors have been issued with relevant health and safety information during the tender process to allow them to resource and plan their works accordingly.

The Health and Safety Conditions for Sub-contractors have been issued to every sub-contractor and is applicable to this project.

Every sub-contractor will attend a pre-start meeting at which the sub-contractor Quality and Safety Summary is completed to identify duty holders, allocate responsibilities, record common facilities and identify high risk activities and associated controls.

Everyone prior to starting work on site will receive Induction Training at which time all appropriate health and safety information will be given.

In addition to the daily management and monitoring of site activities there will be specific Progress Meetings where health and safety will be discussed, Health and Safety Meetings where Sub-contractors and the workforce will be consulted and there will also be briefings for all personnel engaged in high risk activities.

8 SITE SECURITY

Visitors will be requested to identify themselves, and they will not be allowed on site until a member of staff has greeted them.

All other entrances and exits to the site will remain secured at all times.

Security and staff will make regular inspections of the site boundary to ensure no suspect packages have been left.

The Site Manager is responsible for ensuring the site is secure at the end of each working day, including the removal or locking down of any access ladders/ stairs to scaffolding and the gantry areas. The scaffolding will be alarmed.

9 PEOPLE ON SITE

9.1 INDUCTION

Prior to any person commencing work on site they will receive Health and Safety Induction Training and all records to be kept on site of all Induction Training.

9.2 RISK MANAGEMENT

All persons associated with site activities which create significant risk of injury will be specifically briefed in the hazards and control measures applicable to the safe system of work. A record will be maintained of the briefing/training.

9.3 SPECIFIC TRAINING

All persons employed as plant operators, scaffolders, etc. will be trained to an appropriate training standard, either a CITB Certificate of Training Achievement or equivalent scheme.

9.4 TOOL BOX TALKS

Tool Box Talks will be given to instruct and train employees and sub-contractors on specific site tasks as and when necessary. These Tool Box Talks will be recorded and a record maintained on site.

9.5 WELFARE FACILITIES

Welfare facilities will be provided to a standard that satisfies the HSE. The facilities to be located further at the back of the land in order to be away from the construction and material storage.

The Provision of site accommodation will be compliant with respect to the Construction (Design & Management) Regulations 2015.

Welfare arrangements for this project are as follows:

- ☐ Rest room
- ☐ Boiling water
- ☐ Washing facilities
- ☐ Toilets
- ☐ First Aid

Where sub-contractors provide their own facilities they are in line with the conditions brought to their attention by issue of Health and Safety Conditions for Sub-contractors. The welfare arrangements are explained to all personnel at Induction Training.

9.6 FIRST AID

A suitably equipped First Aid Box, with eye washing solutions, will be available on site at all times together with a trained

First Aid provider. If and when a contractor is required to work on site when First Aider is not available, enquiries will be made with those contractors to ensure the availability of a First Aider or an Appointed Person (EFAW). First aid facilities will be assessed and provided as per the Health and Safety (First Aid) Regulations 1981 and a suitable First Aider to remain available throughout the contract.

9.7 FIRE AND EMERGENCY PROCEDURES

Arrangements for dealing with emergency situations are detailed as follows:

Site notice board displayed at appropriate locations will be provided with an Emergency Contacts notice which will provide details of:

- ☐ The person responsible for emergency contingencies.

- ☐ The procedure for calling Emergency Services.
- ☐ The telephone number of the local Hospital, Doctor, Police Station, Gas Board and Electricity Board.
- ☐ The name and location of First Aiders.

The Site Manager responsible for Emergency Arrangements and Muster Point arrangements will bring this to the attention of all persons at Induction Training.

The company has developed a Site Fire Plan to identify the proposed Fire Escape Routes and how to raise the alarm. Fire Extinguishers will also be provided on site.

9.8 ACCIDENTS REPORTING

Procedures for investigation and reporting of accidents are detailed in the 'Accident and Incident Reporting and Investigation Procedure'.

All accidents will be investigated and action taken to prevent a recurrence. This includes accidents or incidents involving injury, ill-health and property damage. The depth of the investigation and nature of the report will depend upon the severity and complexity of the accident.

Accident investigation and reporting will be carried out by Site Management: however the Company Safety Advisers will assist if required and will always investigate and report of serious accidents.

Through Induction, Pre-Start Meetings and by issue of Health and Safety Conditions for Sub-contractors, all persons on site are informed of the procedures for accident reporting.

9.9 RISK ASSESSMENTS (RA)

For the usual activities involved in the construction projects the company has carried out Risk Assessments for Site Based Activities which are included in the Site File. For the specific activities in the proposed works carrying significant health and safety risks, which are not covered in the company Risk Assessments for Site Based Activities, the company will develop specific Risk Assessments.

9.10 HEALTH AND SAFETY FILE

The Client/Employers Agent and CDMC on the content and compilation of the Health and Safety File for those aspects of the project under its control with reference to the tracking schedule.

Sub-contractors will be consulted and instructed on the compilation of those aspects for which they are responsible.

Employers Requirements and store all necessary information for inclusion in the Health and Safety File.

10 SITE WASTE MANAGEMENT PLAN

A Site Waste Management Plan (SWMP) will be prepared that covers the requirements of the Site Waste Management Regulations 2008.

10.1 MANAGEMENT

The Contracts Manager is the Environmental Co-ordinator of the project and as such is responsible for ensuring the instruction of workers, implementation and overseeing of the SWMP.

The Contracts Manager will monitor the effectiveness and accuracy during the routine site visits.

10.2 DISTRIBUTION

The Project Surveyor shall distribute copies of the SWMP to the CDM Co-ordinator, Client and Contractor.

10.3 WASTE MANAGEMENT

Waste materials fall into three categories for management, these are:

- ☐ Re-use

☐ Recycle

☐ Landfill

Re-used

If surplus materials can be used in the permanent works they are classified as materials, which have been re-used. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for reuse.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for recycling such as 50x50 timber to make chipboard.

Landfill

If either of the above cannot be satisfied then the only option left is to send the surplus materials to landfill. However, landfill is always a last resort.

11 LEGISLATION

Health and Safety Work Act 1974

The Management of Health and Safety at Work Regulations 2006

Workplace (Health, Safety and Welfare) Regulations 1992

The Control of Asbestos Regulations 2012

Provision and Use of Work Equipment Regulations (PUWER) 1998

Control of Substances Hazardous to Health Regulations 2002

The Work at Height Regulations 2005

The Personal Protective Equipment at Work Regulations 2002

The Manual Handling Operations Regulations 1992

The Construction (Design and Management) Regulations 2015

Electricity at Work Regulations 1989

The Pressure Systems Safety Regulations 2000

Pressure Equipment Regulations 1999 (SI 1999/2001)

END