C3420 – Worthing Bidvest

Planning Condition

Construction Method Statement











Contents

- Introduction
- Dilapidation Survey
- Boundary Fencing
- Setting Out and Service Detection
- Site Investigation
- Underground Services
- Site Plan
- Site Set Up and Temporary Accommodation
- Security
- External Lighting for Construction Purposes
- Site Access
- Site Deliveries
- Signage
- On-Site Parking Facilities
- Materials Management
- Waste Disposal
- Traffic and Pedestrian Management
- Noise and Vibration Management
- Dust Management
- PPE
- Foundations
- Structural Steelwork
- Roofing Works
- Windows and Glazing
- Structural Slabs
- External Works

Introduction

This method statement has been developed in line with the construction documentation and is accurate as possible but not all encompassing.

During the construction process and prior to each stage of the works job specific method statements will be produced and agreed with the Readie site management team and forwarded upon request to the CDM Coordinator.

The build consists of the Design and Construction of 1no unit for Bidvest. The industrial unit consists of its own office area, external hard standings, car parks and landscaping and service yard. The works also comprise of s278 works.

Dilapidation Survey

Prior to any works commencing a full detailed photographic dilapidation survey to the site and particularly adjoining roadways, footpaths, neighbouring properties and access routes etc. the survey will be undertaken and referenced to a site plan and issued to the necessary parties and retained on site for record purposes.

Boundary fencing

The first operation on site will be to secure the site boundary with a secure hears fencing that will be double clipped to the site perimeter of the site. Some elevations are already secured with existing fencing. This will be checked upon commencement for suitability and temporary repaired / secured as required.

The fence line will be checked daily for integrity to ensure it is secure and fit for purpose. Statutory Construction Safety Signage will be erected to the site perimeter with the accompaniment of RCL standard signage and Considerate Contractors Standard Signage. (Scheme is registered with Considerate Contractors).

As the heras fencing is of an open mesh it will provide ample viewing for the general public.

Setting Out and Service detection

Prior to any works commencing on site, the area will be screened for services, this will include the marking out of any identified services. This will then be confirmed by a desk top study of all of the utility companies within the area, to ensure as much information is found. In the event of any find both the authorities and the client will be notified immediately.

The main setting out control will take place. Our own experienced engineers who are fully conversant with the latest industry technology always carry out this function. All engineers will be trained on HSG47.

Once main control has been established, the building will be set out and checked against the site boundaries. The engineers will remain on site to carry out all setting out, checking, monitoring of the works and quality control.

Site Investigation

The Readie Project Manager shall be responsible for all aspects of the above operation and will have previously prepared or reviewed a specific Risk Assessment for the task at that location.

He shall ensure that all control measures are in place and that the recommended PPE is issued and being used correctly.

The survey will include the following hazardous items.

- Exposed edges (to be protected)
- Uncovered chambers (to be protected)
- Covered chambers (to be opened/reviewed)
- Tree and Vegetation Protection
- 278 works
- Underground Services (see section on underground services)
- All other hazards
- Asbestos
- Locations of services for connection to Temporary Accommodation Units
- Coordination of any boundary conditions
- All of the above shall be superimposed onto the Site Plan as required for future reference.

Underground Services

Hand dug trial holes may be used to investigate / verify the presence of services identified in the Tender Documents or service survey.

Underground services known to Readie Construction or later becoming evident shall be marked on site with suitable warning signage, and all staff and personnel inducted on the location of the service, what it feeds and the size.

Site Plan

A plan of the Site shall be clearly marked with all of the findings of the above survey as a quick reference guide as to the whereabouts of hazards on site.

This plan will be updated periodically through the course of the Contract to reflect ongoing changes to the site, including temporary and new services.

In addition a dilapidation survey of existing facilities will be carried out in conjunction with the Employers Agent. A concise portfolio will be developed with written and photographic records detailing any conditions relevant to site boundaries and access roads, a copy of which will be made available to the Employers Agent for future consultation.

Additional Precautions in Respect of Buried Services

Readie Construction operates a Permit to break ground system of work for all excavations. No excavations are to commence until the site manager or site engineer has issued the permit to an operative or machine operator. This system of work ensures that the appropriate checks have been made in accordance with the Construction (General Provisions) Regulations 1961 and the Health and Safety at Work Act 1974, particularly section 2, 3 and 7. All operatives must be HSG47 Trained.

On all occasions the service providers will be asked to either provide up to date drawings and information relating to their service, or ideally mark-up services positions in-situ. Cable Avoidance Tools will be used as a matter of course as work proceeds. As services are exposed, the service providers will be consulted further if additional protection or diversion works where necessary.

Site Set-up - Temporary Site Accommodation

The secure staff accommodation will comprise of temporary accommodation providing the following facilities;

- Offices for Staff
- Meeting Room
- Male and Female Toilets
- Shower

In addition within the same complex welfare facilities for operatives will be provided in line with HSE guidelines and will comprise of;

- Canteen/eating area
- Drying Rooms
- Toilet / Washing Facilities

A limited area will be made available for domestic sub-contractor offices for key trades.

The offices will be equipped with Data points and 230v power points. In addition, ISDN lines will be installed to provide satisfactory connection for e-mail.

The site accommodation will be located within the area of new car parking on the right hand side of the staff entrance to ensure the close proximity of both the works. The site accommodation would be used for accommodating our full site team and welfare facilities and this position would be close enough to all activities on-site to maintain effective control of all site operations and enable the monitoring of all deliveries / vehicle movements on and off site. Provision will be made for the safe access to the site for both vehicles and pedestrians. The Readie Construction Project Manager will be responsible for all aspects of the installation and operation and will have previously prepared or reviewed a specific Site management plan. They will ensure that all control measures are in place and that the recommended PPE is issued and being used correctly.

All ground for both situating, transporting and lifting of the temporary accommodation units shall have been assessed and prepared by Readie Construction under the supervision of the Project Manager.

The units will arrive on a flatbed lorry and be offloaded by means of either the lorry-mounted crane (HIAB) or a hired crane situated alongside the lorry as close as possible to the final location of the Unit. For all craneage operations a contract lift hire will be used. A lift Plan and Method statement/Risk Assessment will be in place before any work commences. All operatives dropping the cabins will undergo a full RCL site induction.

Early contact with the Statutory Authorities will be made in order to secure temporary service connections for telephone, water, electricity and foul connections where possible. Alternative measures will be taken until the supplies are installed. All live temporary feeds will be protected throughout the works and stripped out prior to handover.

Estimated maximum number of Personnel on site at peak is 35-45 operatives.

Security

We propose to secure the site using Heras type fencing. Site working hours are Mon-Fri 8:00 - 18:00 and Sat 8:00 – 13:00 (if required). All operatives, staff will sign in and out at the gate house before entering site.

No access will be allowed to anyone without the appropriate PPE, site induction sticker or prior approval from the site team.

External Lighting for Construction Purposes

Lighting will be provided to allow a safe and secure working environment for all personnel on and off of site as required due to the close proximity of the site to the public highway no light shall directly overspill onto the highway. The method and type of lighting will initially be independent lighting towers for the main site strip and earthworks and the plant lighting will also be utilised where necessary. The main construction activities and welfare and parking areas will be a fixed lighting system comprising of PIRs and photocells as required and in various positions so as to avoid any discomfort to adjacent properties.

Site Access

All traffic to site will be via the main entrance off Chartwell Road. Beyond the tarmac subbase entrance full sub-base stone will be placed and compacted to maintain a suitable hardstand for all pedestrian and vehicular access. Temporary signage will be utilised to indicate construction traffic of routes and limitations. A set out secure heras gates will be installed as shown and located on the attached plan to facilitate the safe access/egress of the traffic relating to site. The gates will be managed by RCL operatives at all times and left in the secure closed position at all times when not in use. Clear signage will be in place to identify crossing points of pedestrians/plant/vehicles.

All deliveries will be requested to book the deliveries with the site team 48 hours in advance, ensuring they can be coordinated with others. All drivers will be directed to report to the site offices prior to offloading with a holding area provided within the site fencing and boundary. Signage will be clearly visible to stop any parking in the entrance or on the roads and specific site conditions will be set out in all subcontract and supplier orders. Separate pedestrian access will be provided onto site from that of deliveries/vehicular access. This will be determined by the position of the site accommodation as previously discussed.

Site Deliveries/Means of Access and Road Routing For Construction Traffic

The management and co-ordination of site deliveries must be co-ordinated as to not interfere with the peak periods on the Distribution Park/adjoining neighbours and the main carriageway. RCL will also include these restrictions in our subcontract orders. Should the need arise to alter these times then RCL will do so accordingly. The vehicles will be clearly instructed on this and suitable directional signage will be placed to prevent vehicles missing the entrance and causing traffic issues around the surrounding areas.

Estimated maximum number of deliveries on site at peak is 4-6 arctic Lorries and 3-4 small delivery I.E vans

Signage

A main construction signboard will be provided and positioned adjacent to the site entrance in accordance with the employer's requirements. . The exact location will be determined after liaison with the client.

Site signage will be provided as necessary to indicate to visitors and deliveries safety requirements within the confines of site direction.

Such signage will include:

- Access routes
- Speed limits
- Underground services
- Safety helmet, footwear and PPE requirements
- Noise restrictions
- Danger Construction Site warnings etc.

Within adjacent roads directional signage will be displayed to advise all deliveries of the site location, and possible holding areas until such time as the site have authorized offloading within site boundaries.

On-site Parking Facilities

A hard standing area will be provided adjacent to the site accommodation for staff and visitor parking following the demolition phase. Subcontractors will be advised of parking areas, prior to commencement of their works on site. Pedestrian access to this area will be segregated from that of the vehicular access. Delivery vehicles will not be permitted to use the area and upon delivery a stopping zone will be provided adjacent to the offices and site entrance for deliveries to report to site management prior to entering site under supervision.

Parking and Turning of Vehicles of Site Staff, Visitors etc.

A site vehicle logistics plan will be produced. This indicates the proposed routes for site staff, visitors and vehicles making daily deliveries to site. This plan facilitates all of the above entering and exiting site in a forward gear.

We will undertake a site specific traffic and pedestrian risk assessment which assesses all of the foreseeable risks for pedestrian and traffic management.

Locating and unloading of plant, materials and Waste / recycling

All offloading of material will be carried out from within the site boundaries via mechanical means or forklift with the area required being temporarily barriered off and supervised whilst occurring.

It is our intention to prevent excessive debris being transported on to the roads by providing hard standing areas which will remain in place as long as possible. During major excavation works wheel cleansing facilities and road cleaning vehicles shall be provided as necessary to maintain private and public roads in a good condition. This will be in the form of RCL operatives washing vehicles on site prior to exiting by means of a hose/pressure washer and a full time road sweeper being on site during the necessary periods.

The delivery of unloading plant, materials waste collections etc. will be managed by Readie Construction Ltd on site. In order to address the main issues with the above, RCL has put in place certain procedures to ensure that no deviation from the document occurs. All deliveries will be co-ordinated and timed in conjunction with surrounding road peak times.

- All subcontract orders will impose timing restrictions in relation to deliveries of plant / materials / waste unloading / loading.
- All sites pre-start Health and Safety Meetings will cover concerns / issues / restrictions on unloading of plant / materials / waste and recycling (copy of blank pre-start health and safety meeting minutes attached).

Storage of Plant and Materials

The storage of all plant and materials will be always placed within site and upon suitable hardstanding's. Materials will be managed by the site team and subcontractors to ensure 'on time' deliveries and not congesting the project with lots of products that will arrive on the day to day site safety and logistics. Again our subcontract orders set this out as attached and also our pre-start health and safety meeting minutes. Due to the different elements of work the intended storage locations will be in line with the following:

1. Roofing – materials will be delivered and almost immediately stored upon the working area. Any minor materials will either be secured with the site offices or the main building internally.

2. Bricks & Cladding – materials will be predominately delivered and stored within the yard and/or parallel to the work face allowing sufficient access for working. On time deliveries will mean that minimal areas will be utilised for cladding storage.

3. Glazing / curtain walling – materials will all be stored within the unit footprint and brought out as required. Glass will be stored on stillage's and brought in on time and immediately installed. Empty stillage's will be either located in to the units or collected as they are finished with.

4. Steelwork – the new steel frame will be delivered and stored within the building foot print and installed as the main material components are delivered. Minor secondary steel will be kept with the building footprint and manually erected.

5. Groundworks – all materials are predominantly associated with the newly arranged external car parks and yard areas. The drainage will be called off in batches and stored within the working zones and installed daily thereafter.

7. Plant – where at all possible all plant will be stored and parked within the building itself and left locked and secured. With external plant this will locked and secured and kept within the site footprint.

Storage

The storage area will enable bulk materials Drainage, Blocks etc. to be stocked in suitable quantities in order to assist with programme requirements. The materials will be transported around site from the storage areas by forklift as and when required.

It is intended that lockable storage cabins are provided on site and will be utilised for the storage of small items of material, small plant and have facilities for storage and testing of materials. The storage cabins will be kept locked at all times with a designated person holding the official key. No hazardous materials should be kept within these, unless relevant specialist precautions are taken. Due to the use of forklifts and other mechanical plant, diesel will be required to be stored on site. For this purpose, double skin tanks with integral bund will be utilised.

Note: All plant will have nappies in place, so in the event of a fuel/hydraulic leak the fuel/oil will be contained. This will be including in the Pre-start Meeting.

Waste Disposal

All sub-contractors will deposit waste materials in skips located at suitable locations on site. The skips will then be taken to a registered tip. Segregation of waste types will be carried out in conjunction with our environmental plan.

Traffic Management and Pedestrian Management

Deliveries will be restricted to access routes and we will operate a controlled delivery process so we have advanced notice of deliveries.

All delivery drivers will receive an induction sheet that lets them know the site requirements once these requirements are accepted by the driver the delivery is then allowed to proceed onto the site.

All deliveries will be escorted by a Banks man to the unloading area. Once the vehicles are unloaded, he will be escorted by the banks man off site.

The Traffic management adopted by the site will be changeable throughout the project this will be monitored by Readie Construction and altered as required.

There will be dedicated pedestrian routes throughout the site and these will be changeable in line with the works being undertaken.

Site signage will be provided as necessary to advise visitors and deliveries of the site plant and Traffic movements.

Noise and Vibration Management

Works are to be carried out in a manner to minimise noise impact. Works shall have regard to the recommendations in BS 6228 (Noise Control on Construction and Open Sites), the Noise Abatement Act (1960) and all amendments thereto, and the Department of the Environment Advisory Leaflet No.2 'Noise Control and Building Sites' and such subsequent publications.

All vehicles and mechanical plant used for the purpose of the works will be fitted with effective exhaust silencers and will be maintained in good and efficient working order. All pneumatic percussive tools will be fitted with mufflers or silencers of the type recommended by the manufacturers. Where break out of the hard standing is required, operators of tools will ensure they wear the correct ear protection. Weekly noise readings will be taken to ensure noise levels are being kept to a minimum.

Dust Management

Should the need arise the use of a temporary water main will be utilised off the existing water main this will be used to 'damp' down the demolition activities whilst on site. This will be used at the discretion of the site team when required. Debris netting will also be utilised on the perimeter fencing but the main action is to deal with dust at the source. All plant and equipment that may generate dust will be water treated to mitigate this at all times.

Personal Protective Equipment

All site workers will utilise appropriate PPE to comprise the following (as a minimum):-

Therefore the wearing of Safety Boots, Hard Hats, Hi-vis Vests and gloves will be compulsory when working on site.

In addition, the following will be made available by Subcontractors:

Safety Glasses, Ear Defenders, Organic Vapour Masks, coveralls, welding gauntlets, safety harnesses, lanyards, fall arrestors etc.

Foundations

Foundations and ground beams will be excavated with blinding being placed as required. Earthworks support will be installed to minimise excavations and to provide safe working if required.

Concrete will be placed direct from the mixer truck, or by mobile skip from the excavator. Holding down bolts in cones will be checked for position in the unset concrete and be fully loosened, oiled and protected the following day, when shuttering will be struck and removed.

Provision will be made for any drainage and ducts that pass either through or under the foundations. On completion of the foundations, all grid lines and setting out will be marked on the basis to check that the bolts are cast in to the correct positions. Priority will be placed on installing the surface water drainage connections at an early stage to allow provision for removal of ground and surface water during the course of the works.

Job specific method statements will be requested from all particular specialist sub-contractors and reviewed / agreed prior to various aspects of the works being carried out.

Structural Steelwork

The steelwork and flooring subcontractors will produce fabrication drawings for approval by the consulting engineers prior to manufacture. It will be imperative that this process is carried out as efficiently as possible to minimise the lead-in period for the steel, stairs and floors, as these elements of the work are critical to the overall programme.

Prior to structural steelwork being delivered to site bolt checks and level surveys of all foundations will be carried out. Steel shims and packers will then be placed to the requested levels for the erection of the steel frame.

Once each area is complete the steelwork will be checked for line and plumb enabling grouting of bases to be carried out followed by installation of the mezzanine floors and loading out.

All erection will be carried out utilising mobile craneage, which will be assessed for each individual task. Risk assessments will be carried out and permits to work issued dependent upon criteria being met. (Standard crane permits will be issued.) Mobile working platforms (MEWP's) will be used for all works in erection of the steel frame and straddling of the steel will not be permitted under any circumstances. Adequate stable ground and protection plating of any drainage chambers adjacent will be provided for MEWP's to work off.

Full method statements for the delivery, storage and erection of the steelwork and floors will be produced prior to commencement of the work. These statements will address all safety related matters and will be strictly adhered to during the execution of the work.

Roofing Works

Roofing works will be carried out by specialist contractors.

Netting will be erected to the underside of the whole roof area to enable ease of installation and a safer environment. Edge protection to the roof will be provided by means of a triple handrail and toe boards fixed to the structure. All nets will be looped on to the bottom rail of the net to ensure there is no possibility of falling items.

The specialist sub-contractors method statement will be checked and agreed before any works commence on site, in the usual approval process.

All materials will be fixed down to the roof at all time to avoid them flying into the river or around site. The subcontractor will be made aware of the importance of this in the pre-start meeting and site specific induction.

Windows and glazing

Specialist sub-contractors will carry out this section of works. Deliveries of the window units will be carefully scheduled to ensure that the units are not stored on site for long periods prior to installation. Once the units are delivered to site they will be carefully unloaded, stacked and protected ready for use. Prior acceptance of any components on site all will be inspected for quality of product and any damage that may have occurred during transportation to site.

All components will be carefully and fully protected during the construction process so as to avoid any resultant damage. Access for installation of glazing and windows will be provided by the use of mobile working platforms onto hard cored access routes around building perimeters. The access to the curtain walling on the cafe wall will be via an independent scaffold.

Structural Ground Slabs

All openings to the building will be temporarily covered to prevent drying out via wind action. The floor slabs will be carefully set out so as to provide a continual sequence of pours.

Once the sub-base has been levelled, reinforcement and insulation can be laid. Protection to the building frame, cladding etc. will be provided prior to the concrete slab pours commencing.

The concrete shall be delivered via an agreed route from the main entrance in a concrete lorry and the mix shall either be placed direct from the chute on the back of the lorry or via concrete pumping equipment.

External Works

All associated external works materials will be delivered to site on rigid bed or articulated Lorries and shall be offloaded mechanically either by way of lorry mounted crane or telescopic forklift.

With the drainage works generally the intention is to excavate for the runs with mechanical excavator and lay pipes working from the fall out back on the line. Arrangements will be made in advance for the inspection and witnessing tests by the local authority to ensure that works are carried out in accordance with their requirements and to suit the construction programme.

Beds and surrounds over pipes followed by backfilling to trenches will then take place.

Site and operational specific method statements for this section will be required and as such will be obtained and agreed prior to commencement.

Readie Construction Limited
Unit 15 Falcon Business Centre
Ashton Road
Romford
RM3 8UR

Telephone 01708 332800
Fax 01708 332801
E-mail info@readieconstruction.co.uk

www.readieconstruction.co.uk