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30 No. New Houses & 12 No. Apartments

Bank Street, Cheadle ST10 1NR

Planning Stage Method Statement

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1. Introduction

We have prepared our method statement to describe our approach to the project on the basis of our understanding of the initial site plans together with several physical examinations of the site and its environment.

Our method statement focuses on how we intend to approach the construction works for the new residential site and how we will address the specific site challenges while being mindful of the care and close liaison requirements of the project. Please understand that this statement, together with the programmes would be further developed in greater detail during the construction stage and mobilisation stage and will ultimately constitute a part of a Construction Phase Health and Safety Plan once a start date for works on site is established

2. Project Brief

We have, within our method statements, given consideration to the existing dwellings and school which are located next to the project.

The programme of works consists of the construction of 30 new traditional built houses and the refurbishment of an existing building into 12 new apartments.

The project will be completed with associated services, drainage and car parking.

The site is situated outside the town centre and access will be gained off Bank Street.

Following site investigations, the ground is of a good bearing capacity and tradition concrete foundations will be designed to suit.

Key Objectives

- Robust building of quality
- Considered design
- Completion to programme is paramount
- Maintaining a zero site accident record
- 100% client satisfaction
- Minimising disruption to local residents and local foot traffic users adjacent to the site.

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3. Site Conditions and Constraints

The site is situated within the town of Cheadle.

Once the site is secured by anti-climb Heras fencing/solid hoarding where required, the site will need to be operated in a well organised and controlled manner. The deliveries entering the site off the main road will need to be monitored carefully and we will restrict all delivery times so that they cannot coincide with school run times and the usual busy periods, this will be formally written into the sub-contractor orders. Prior to the actual start on site we will visit the local residents and businesses to inform them of both the start on site and pass on our contact details for the contract period.

All the site boundaries are residential dwellings and highways so care will need to be taken here to reduce any impact the build has on the residents in the surrounding area. In the case of the works to the existing building, the footpath to the front of the site will be fully protected during the works and when scaffolding is erected a fully protected walkway will be provided.

The site layout will enable sufficient room for all site establishments. The storage space will be restricted to the upper end of the site.

The principle constraints are

- Highway users around the site
- Minimise for noise and disruption
- Existing residents wellbeing
- Live Services in and around Site
- Security of the site
- limited site space
- limited parking

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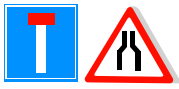 Site Access

There is only a single point of access to the site which will be off Bank Street. The entrance of the road is to be protected during the site works and kept clear at all times. Footpath diversions will be provided where necessary.

Before starting on site we will hoard off the site and create our site access. Suitable informative and directional signage will be erected in order to correctly direct traffic towards the site access route.

In order to adequately manage this process we will establish a traffic management plan, which will clearly set out the method, proposed routes, restrictions and timing of all deliveries. For larger and repetitive deliveries a protocol will be established whereby holding stations on route towards the site will be established.

 We recognise the need to maintain access for emergency vehicle at all times, and as such will ensure that measures are in place to ensure this can be achieved.

4. Site Establishment

 Hoardings, Office & Welfare

On arrival we will proceed to erect our site fencing, together with lockable access gates, utilising open anti climb Heras fencing to the boundaries facing the roads and the residential areas behind while we are doing our groundworks and service connections to the road.

In order to satisfactorily operate the site in a clean and controlled manner we intend to complete the external works and car parking prior to commencing the superstructure allowing us to tarmac up the car parking areas to base course. This will minimise the amount mud and rubble that is created by on site activities. It is likely that we will stone up a section of the future car site area immediately on arrival to site in order to suitably place our office and welfare facilities.


Once the compound areas are secure we will proceed to deliver and install our office and welfare cabins, following on with making temporary service and drainage connections to existing services that exist either on site or into the footpaths adjacent to the site. Mobile phones and IT links will be utilised.

Once our site boundary is in place we will also erect project information notice boards, at agreed locations, together with statutory safety and directional signs and finger pointers. Dedicated pedestrian access routes will be established, from the compound area to the work front itself, segregating pedestrian movement from delivery traffic in so far as is practicable.

Parking


On site space for parking will be set out such that vehicle and pedestrian movements are segregated in so far as is practicable. The parking area will be clearly identified, and will be segregated from the proposed pedestrian route by barriers where necessary.

Waste


Waste management will be controlled in several areas to suit the programme of works. Skips and waste containers will be managed by an approved waste management company and material will be collected on a regular basis. Once collected the waste is moved on to a waste transfer station where it is disposed of in the most economical and environment friendly manner by way of recycling and segregation. Monthly waste reports detailing all waste produced on site and wastes diverted from landfill are provided. All sub-contractors are required to notify us of any hazardous materials that they will be using and if these hazardous materials cannot be designed out, then we will agree with the Waste Regulatory Authority the best method of disposal. Secure storage of any liquid or free running substances will be carried out to prevent accidental or malicious release.

Suppliers will be encouraged to use minimum packaging and to remove unnecessary waste to landfill. Where material cannot be reused on site, waste generated by our construction activities will be deposited into waste containers. The waste containers will form the basis of the waste segregation stations on site where waste material produced will be separated. The segregation stations will be appropriately signed to ensure contamination of waste streams does not occur and all personnel will be informed on its use.
Waste containers will be secured to ensure that it cannot migrate across site prior to collection.

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Material Storage

 With regard to material storage we will segregate an area on site for bulk storage and this would be marked on a logistics plan issued with the Construction Phase Health and Safety Plan.

On delivery, generally materials will be off loaded and distributed to the point off use as the construction rises, to floor plates, rising scaffolds, roofs and loading towers etc utilising mobile cranes and / or the telehandler as is appropriate. Where this is not possible, for example bulk deliveries of blocks and bricks, materials will be offloaded and stored within the compound area as indicated, for use as the programme of works develops.
A small amount of secure storage will be made available in the compound for short term internal finishing materials and secure sub contract storage will be introduced as the works progress.

All materials that are subject to weather degradation will be either moved into a secure container, into the building directly, or covered with tarpaulins for a minimal period as a final backstop.

Where possible, local merchants will be used so that material can be stored there and then transported to site when required.

Security

 Security on site has been considered and we feel that the location of the site, our proposed hoarding and fencing arrangements, coupled with the live nature of the surrounding area will be sufficient to control unauthorised access from a safety perspective.

5. Environmental Considerations



Environmental issues have be considered and will continue to be reviewed further throughout the on-going design and mobilisation stages and indeed throughout the construction period, itself with particular reference to noise, lighting and dust generated and used by the site activities.

 We acknowledge the live nature of the surrounding site and will only work within the times stipulated within the planning permission for all noisy operations. We will work closely with the relevant residents and adjacent school to coordinate potentially noisy and disruptive operations.

As an example a measure to minimise noise on site is the introduction of white noise warning sounders on moving plant and transport in lieu of the traditional reversing beepers that can be tiring and disruptive. We will also utilise mortar mixing silos, thus eliminating diesel driven cement mixers.

As much as possible we will endeavour to formulate methods of working such that the impact of noise generation can be minimised.

 The planning permission limits working hours to between 8am and 5:30pm on week days and 8am to 1pm on a Saturday only, we would follow this strictly.

 Careful consideration has been given in regards pedestrian traffic flows both in and around the site, together with peak hour traffic movements, the eventuality of emergency vehicular access together with local residents all of which will be reviewed and monitored during construction period. In respect of pedestrian movements in and around the site, we will erect and establish suitable signage to make everyone aware of potential construction traffic movements and the access routes themselves into site. This is a key consideration which will require close and continued management, a process made easier by the utilization of our resident banksman.

 We note the information relating to existing services is not known at present but we will carry out a full survey before commencing works on site. Any findings will be cross referenced with existing information and recorded for future documentation and for the As Built drawings for inclusion within the Health & Safety File.

 With regard to accessing the site, there will be one main access point off Bank Street . The size of the site is such that once into site, vehicles will generally only need to make minor movements to load up or off load etc, prior to leaving site. During the reduced level excavation and foundation works periods, there is the potential for material to migrate beyond the site boundary, should the weather be less than favourable. In order to minimise this potential vehicles will be washed down manually prior to leaving site and the adjoining car park and access roads will be swept at regular intervals if necessary. Due to the time of year and proposed contract start date, we do not foresee any issues with regards to migration of dust, however if this this were to manifest itself we would damp down the affected areas accordingly.

  There is ecological concern on the site. We have received an ecology report and will follow the recommendations set out in this report.

Our site manager will act as the Bio Diversity champion in any event and will check that proactive measures are taken to protect habitats and wildlife that may be affected by the works, all under direction of the consulting ecologists.

It is worth noting that we are committed to the care of the ecology and the natural environment, fauna & flora, which we will manage in a compassionate and responsible manner after taking on board specialist advice from all quarters.

 Sustainability is of deep importance to our organisation whereby we promote and encourage local trade and environmental awareness to all concerned. These include waste management, saving water resources, protection of local environment and the use wherever possible of locally produced construction materials. With regard to natural resources we acknowledge the need to purchase materials from sources managed in a sustainable way where possible and import re-cycled materials as necessary.

In respect of waste management a specific Waste Management Plan will be produced which sets out our approach to storage and handling of waste materials in greater detail, as referred to earlier.

Our philosophy for the development of an effective, site specific Environmental Management Plan is based on:

- A thorough understanding and appreciation of the environmental aspects associated with the scheme
- Compliance with all relevant legislation
- Enhancing local environmental conditions wherever possible
- Continued improvement of our environmental performance
- The prevention of avoidable pollution
- Establishing high standards of site cleanliness and tidiness to ensue minimum impact on the neighbourhood and surrounding area.
- Throughout the project duration we will endeavour to;
- Use regularly serviced and efficient plant & machinery
- The conservation of energy and water use and the reduction of CO2 emissions
- Use lighting during construction only in active areas of the site.
- Select products and materials with minimal or no packaging, if possible
- Use recycled materials to reduce the use of raw materials and divert material from landfills

We acknowledge that construction activities have a major impact on the environment on a local, regional and global scale and will minimise any harmful effect by adopting a responsible attitude to these issues.

6. Signage



Site direction signs will be used to direct personnel and deliveries to the appropriate points of access and site safety notices, instructions and signs will be prominently displayed both along the site access routes and in and around the site / compound area.

The signage that will be displayed will include the following:

- Main Safety Information Sign
- Project Information Board
- Delivery / Gate points
- Visitor point
- Site Office
- Emergency exits and direction routes
- First Aid points
- Fire points
- Speed Restrictions
- Health and Welfare facilities
- Danger information signs (for example Deep Excavations, Restricted Areas etc).
- Keep out Construction Zone' or similar signs will be appropriately positioned to the fencing in strategic points warning the public and residents from accessing the site.

Following approval from the Local Authority/Contract Administrator, directional arrow signs will be strategically located along the main access routes to the site

7. Fire Protection & First Aid


Fire

We have considered the proposed design and construction methods and are confident that we can minimise the risk of fire during the construction with careful planning and fire strategy management. During the mobilisation stage we would hold a fire strategy meeting to ensure a suitable and acceptable strategy for fire escape and alarm can be implemented.

Regarding the risk of fire and escape during construction, we recognise the potential implication a fire could have if it were to occur both during the construction phase, and throughout the finishing stages of the project and this will be considered as part of our Construction Phase Health and Safety Plan and Fire management strategy. These plans will need to be regularly reviewed in line with the proposed construction sequence and ultimate handover of the project.

We will also establish a protocol and permit to work system for all works regarding works in and around the existing service pick up locations.

Once established our fire plan will consist of the following:

- Designated fire points that will have alarm sounders together with fire extinguishers.
- Fire permits, where applicable will be in use at all times.
- Signage will be clearly identified for the emergency evacuation routes.

Escape Routes

- All escape routes will be clearly identified with signage.
- All escape routes will have a clear passage to external points.
- All operatives will be instructed to congregate in safe muster area.

A designated site member will ensure that all of these routes are clear, tidy, illuminated, direction signage fixed and that the doors are free and easy to operate. These checks will be carried out on a daily basis.



First Aid

The site will manage first aid with appointed first aiders and facilities.

- Members of the site staff are trained and will be certified as an appointed first aid person.
- Signage will be clear to identify the first aid station.
- Every person that enters the site will be inducted on the site rules and set up. The first aid station and the appointed person will be identified.
- The first aid person will wear an identification badge on their helmet.

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8. Distribution of Materials and Equipment



Distribution of materials and equipment will be carried out by a variety of methods. Due to some restrictive areas of access there will be a need for some manual handling in and around the site as the works progress, all being carried out with appropriate risk assessment being made following a consideration of mechanical handling equipment in all shapes and forms.

Excavated material will be pulled and lifted with mechanical plant and loaded directly into waiting wagons / dumpers where practicable for onward distribution to a point on site. There will be the need to carefully expose some areas around existing drains and services for example which will need to be carried out manually.

Drainage materials will be mechanically offloaded and placed into position both by the groundworkers mechanical plant and manually adjusted subject to the locations and sizes concerned. Aggregates will generally be moved into position with mechanical plant. Materials for foundation works, including any formwork, reinforcement and concrete will be handled and distributed to the workplace by a combination of mechanical plant and manual handling.

Substructure masonry materials will be distributed using the groundworkers plant and a telehandler. Superstructure masonry materials will be moved to level by the on-site crane loading on to scaffold decks and towers as the works progress, together with some manual handling around the scaffold and through and across the floor plates utilising suitable trolleys and bogies etc.



Mobile cranes will be utilised to erect timber or concrete components, place the floor decks and lift roof trusses / major members into position if required.

Generally there will be proprietary staircase access towers erected in line with the scaffold, providing access and egress to and from upper floors and roof.



Materials for internal finishes will be brought up to the access points, and loading towers by the telehandler where possible, for onward transmission internally by hand, with the assistance of trolleys and bogies.

For waste materials coming out from the building, tubs will be used at loading locations, for removal and transmission into the appropriate main skips via the crane/chutes where appropriate.

Throughout the construction period, the site and its surrounding areas will be kept clean and free from rubbish and as referred to previously an allowance will be made during the appropriate construction periods for visits by road cleaning machinery in order to keep adjacent roads clean.

Our general purpose labourer will assist in the unloading and distribution of deliveries and materials, to ensure that the site is kept clean, well maintained, and in a tidy manner at all times. The management of this particular area is paramount to ensure congestion does not occur to the area around the site access and compound area, and to maintain regular progress of the works.

Where possible, delivery of plant and materials to the site will be carried out by suitably sized rigid vehicles, with mechanical offloading capability where possible to speed up the offloading process.

9. Communication



Communication between J Harper & Sons management staff, the client, and the project design team will be encouraged and maintained throughout the contract. It is our policy to be extremely proactive and open in our approach with all matters, with the aim of achieving good results, and forging lasting relationships with all concerned.

The process of these lines of communication, apart from day to day coordination and correspondence, will be conducted by holding regular meetings with all parties. These meetings will range from day to day issues, weekly meetings with various sub-contractors and design representatives to monthly client and design progress meetings.

We would send out mail shots to the immediate surrounding neighbourhood, keeping them all informed of relevant events that may affect them and generally keeping everyone informed about the progress of the project itself. All persons coming to the site will be given a thorough site induction regarding the limits of the working areas and the importance of maintaining a healthy open and community atmosphere with mutual respect.

As a matter of course we will be open to scrutiny and we will continue to inspect, monitor, review and check all site activities on a regular basis with reports produced to ensure that those instructions are fully obeyed, all to ensure that at no time is there an opportunity for anything other than professionalism and decency to be displayed.