Construction and Environmental Method Statement

Site: Highfields, Abbey Green Road, Leek, Staffs.

Date: 19th May 2020

Principal Contractor: Hammonds Construction Ltd

Work to be undertaken

The general brief of this document is to outline general methods for the Site clearance and the safe and timely erection of 4 new dwellings, together with a upgraded road construction to Abbey Green Road and associated parking spaces all requiring a connection to existing sewer and storm network to allow for full adoption by local authorities and all related Utilities works to each new dwelling.

Persons responsible for Supervising the Works and Enforcing Compliance with this Method Statement

Paul Goldstraw – PSG Construction Management Ltd

General notes re existing environment

The proposed development is on a 0.6-acre site, located on the North Western outskirts of Leek, approximately 2km from the town centre. It is situated at the rear of Leek Cricket Ground and Highfield House but accessed off Abbey Green Road down a long track approximately 400m long. The site is currently grassland and boarded by trees and high walls on three sides.

Project Method Statement

Piling

No piling to take place during construction

Construction Traffic Routes

All construction traffic will be limited to a single entrance and exit off Abbey Green Road. All vehicles will be limited to 5 mph whilst on site and no vehicle will be allowed to manoeuvre on site without the assistance of a 'banksman'. Vehicles will drive on site, complete any turning within the site perimeters and will then drive off site. Any movement on and off the site boundary will be under the strict supervision of banksmen who will be competent and pre-appointed individuals. Once the remedial works have been completed and sites established as complete there will be segregated traffic and pedestrian gates that are clearly divided within the site perimeter directing all visitors/personnel safely towards the site office where they must sign in before being inducted and allowed out onto site to proceed with their daily tasks.

The site perimeter will be clearly signed along with the site entrance and no vehicles will be allowed to reverse out onto Abbey Green Road as all turning will be completed on site.

Entrance/exit from the site for visitors/contractors/deliveries

The entrance gate will be clearly identifiable by 'CONTRACTOR' site signage and clearly defines the minimum requirements that are expected regarding PPE before anyone is allowed access. All visitors are advised by a sign in (the visitors' book is out on the desk permanently for all visitors). All contractors and suppliers will be sent through a comprehensive set of site rules in advance of attending site with their orders that informs them of the same requirements. Visitor parking will be on site.

Before leaving site, all persons must sign out from their relevant book (i.e. – visitors book/attendance log) and inform the site management of their intention to leave site.

Siting of temporary containers

The siting of the temporary containers will be undertaken via specialist suppliers who will forward their companies method statements and risk assessments for approval by the contractor in advance of commencing on site. There will be a self-contained welfare/mess unit with installed mains electric and water which will have heating and lighting supplied via mains cable for temporary office and for use for site meetings.

These will be sited in a location yet to be agreed and will adhere to all CDM requirements. They will be tested for electrical compliance on installation and will have the relevant firefighting equipment which will be checked and maintained for pressure under statutory requirements.

Parking for contractors and subcontractors

Contractor and subcontractor parking will be on site.

Identification of working space and extent of areas to be temporarily enclosed and secured during each phase of demolition/construction

Any excavations / demolitions will be monitored and controlled for their durations using pedestrian barriers and will be clearly defined to ensure safe passage for all workers and overnight. This will also determine the areas of no pedestrian access for crane lifts for the offloading and erection of roof trusses. All operatives on site will be controlled through the means of signage and physical barriers for each of these items and no visitors will be allowed to wander site without supervision to ensure they are not at risk.

Schedule for large vehicles delivering/exporting materials to and from site.

All suppliers and sub-contractors will have been in receipt of the site rules in advance of making deliveries and they will be given the site contact number so they can ring ahead 10 mins before anticipated arrival on site, so provision can be made for banksmen to have the entrance gate ready and traffic control measures instigated to prevent standing traffic on the road once large vehicles have arrived.

No materials are to be dropped off outside the site perimeter. This will allow for all materials to be delivered to a designated drop off zone on site and then handled via the on-site resources (i.e. tele-handler etc.) once delivery vehicle has been seen off site by the competent banksmen appointed by via the principle contractor.

All vehicle drivers will be subject to wearing all the necessary PPE to go from their vehicles to the site office to get their tickets signed before leaving.

Delivery vehicles will be organised in half hour slots by the site team whilst being ordered, they will be refused access and no allowed to sit on or within 300 meters of site to prevent congestion and to facilitate in safe control of all vehicle movements for the benefit of all operatives working on site and for the general public.

Storage of materials and large / heavy vehicles / machinery on site.

Materials will all be stored in neat safe piles without over-stacking to ensure that they do not pose a threat of falling and crushing to all site operatives and the general public. These stores will be a minimum of 2m away from the site perimeter and stacked no more than two high with guarding to prevent overspill of materials onto other land.

Depending on the materials, they will either be stored in a steel container, or where this is not possible due to size or volume, stored on site with due consideration given to temporary covers. Any flammable liquids will be stored in approved cylinders and these will be stored in a lockable cage externally to prevent build up of any potential flammable gases.

Heavy vehicles will be shut down and any immobiliser that is fitted will be used daily and all shutter covers will be locked properly with any loose item (i.e. – buckets, peckers etc.) trapped down with all compression released from the machines to prevent damage/accident and this will also go some way to prevent the potential for people breaking in for theft etc.

All keys will be stored by the Site Management team and issued only during work hours to ensure safe movement in a controlled manner.

Dust monitoring and control.

The emission of dust and dirt will be controlled via the following methods during construction works.

- Site Manager will plan works to limit dust causing activities and ensure they are kept away from sensitive receptors
- Haul roads will be formed and hard surfaced wherever possible
- All vehicles to switch off engines – no idling vehicles
- All loads entering and leaving site will be covered
- An appropriate speed limit will be enforced on site
- Use of water as dust suppressant. Water and dampening down equipment / bowser or hose etc. will be held on site in the event that dust is generated on site.
- Stockpiles will be enclosed or securely sheeted.

Wheel washing

During periods of wet weather mud may well pose an issue during the project. To minimise the inconvenience site roadways will be established during the early stages of the project to provide clean access for vehicles.

On-site traffic will be segregated from delivery vehicles to further reduce the spread of mud. The site roadway will be kept clear and scraped/swept on a regular basis.

The site manager will carefully plan the project including bulk loading and tipping areas to ensure that road going vehicles remain on the site road at all times to prevent the transfer of mud from working areas.

Drivers will check their wheels for possible trapped stones or objects within rear wheels prior to leaving the site and vehicles carrying waste will be adequately sheeted and measures will be taken to ensure that mud and detritus is not swept into the gullies. An area close to the site exit will be provided to allow vehicles wheels to be washed down prior to entering the public highway.

The Site Manager will check the weather forecast for the area on a regular basis and prepare as necessary for poor weather and the possible transfer of mud from the site.

Where mud transfer becomes an issue a road sweeper will be deployed to maintain the access road in good condition. The Site Manager will request this sweeper on an as required basis.

Hours of working

Site hours are as the following and will not change unless unforeseen circumstances force us to do so to make allowance for programme or special sequences of work.

Mon – Fri 7.30am till 5.00pm

Under no circumstances will we work on a Sunday or Bank Holiday.

Noisy activities

The hours of work for all noisy activities shall be restricted to the following times of operations. 08:00 – 18:00 hours (Monday to Friday) 08:00 – 13:00 (Saturday) and no working is permitted on Sundays or Bank Holidays. In this instance a noisy activity is defined as any activity (for instance, but not restricted to, building construction/demolition operations refurbishing and landscaping) which generates noise that is audible at the site boundary.

Notification to neighbours

The appointed contractor will undertake letter drops to neighbours to inform them of times and dates when noisy activities are programmed in.

Phasing of the works

Work shall be phased in accordance with a Construction Master Programme and will be measured directly against this on weekly intervals to allow for any unforeseen delay to the original programme.

All works will be sequenced to ensure the minimum disruption to the surrounding environment and will also take into consideration major holidays – i.e. closing down for Christmas and Good Friday/Bank Holiday Monday over Easter.

Due to the constraints of the site set out and size of the site, the phasing of the works will ensure there will be no excess materials that cannot be stored safely on site in accordance with this method statement.

Site waste management

A full Site Waste Management Plan will be implemented on the project in line with our company policy. All waste will be transported from the work areas to external waste skips positioned

within the agreed designated area and all operatives will practice good housekeeping and maintain the site clear from rubble, debris and redundant waste, therefore minimising the chances of an accident/incident occurring.

All waste will be removed from the site by an approved waste carrier and where, due to site constraints the segregation of all waste will take place off site.

The Site Manager will ensure that the SWMP is updated regularly and all waste transfer notes retained on site for the duration of the works.

Risk assessment

Hazard	Persons at Risk	No	Risk Level	Precautions	Rev Risk Level
General Hazards from unwanted access	General public	All	L	Construction works will only be undertaken within well fenced off areas, suitably secured to deny access to the general public and children	
Slips	General public	All	M	Wheel washes and road sweepers utilized when wet weather causes vehicles to cause excessive dirt and mud to cover the public highway	
Manual handling	Workers	All	M	All employees will adhere to the Method Statement and Risk Assessment provided no employee will be asked anything outside these boundaries	
Traffic Management	Workers	All	H	Ensure that the pedestrian barriers available are utilized to prevent plant and traffic movement encroaching into the working area. Brief all plant drivers and wagon drivers about the task and cover all aspects from tile removal to the movement across site to the lockable skip	
Trip / Fall	Workers	All	H	No running onsite at any time, ensure that there is clear paths with good access to welfare unit/wc, clean site regularly.	

Welfare facilities

Toilet with hot and cold running water, soap and preventative creams, after work creams. Welfare unit with microwave oven & kettle

First aid

Appointed First Aiders and a First Aid Kit will be present on site at all times.

Documents

All waste transfer notes are to be maintained and the SWMP is to be updated in accordance with the quantities removed from site. Consignment notes for all hazardous asbestos materials are to be maintained by the producer for at least two years after the final quantities are removed from site.

F10 will be issued to the HSE.