

Construction Method Statement



Project Name: Seagull Lane Development

Address: 2-6 Seagull Lane

Emsworth

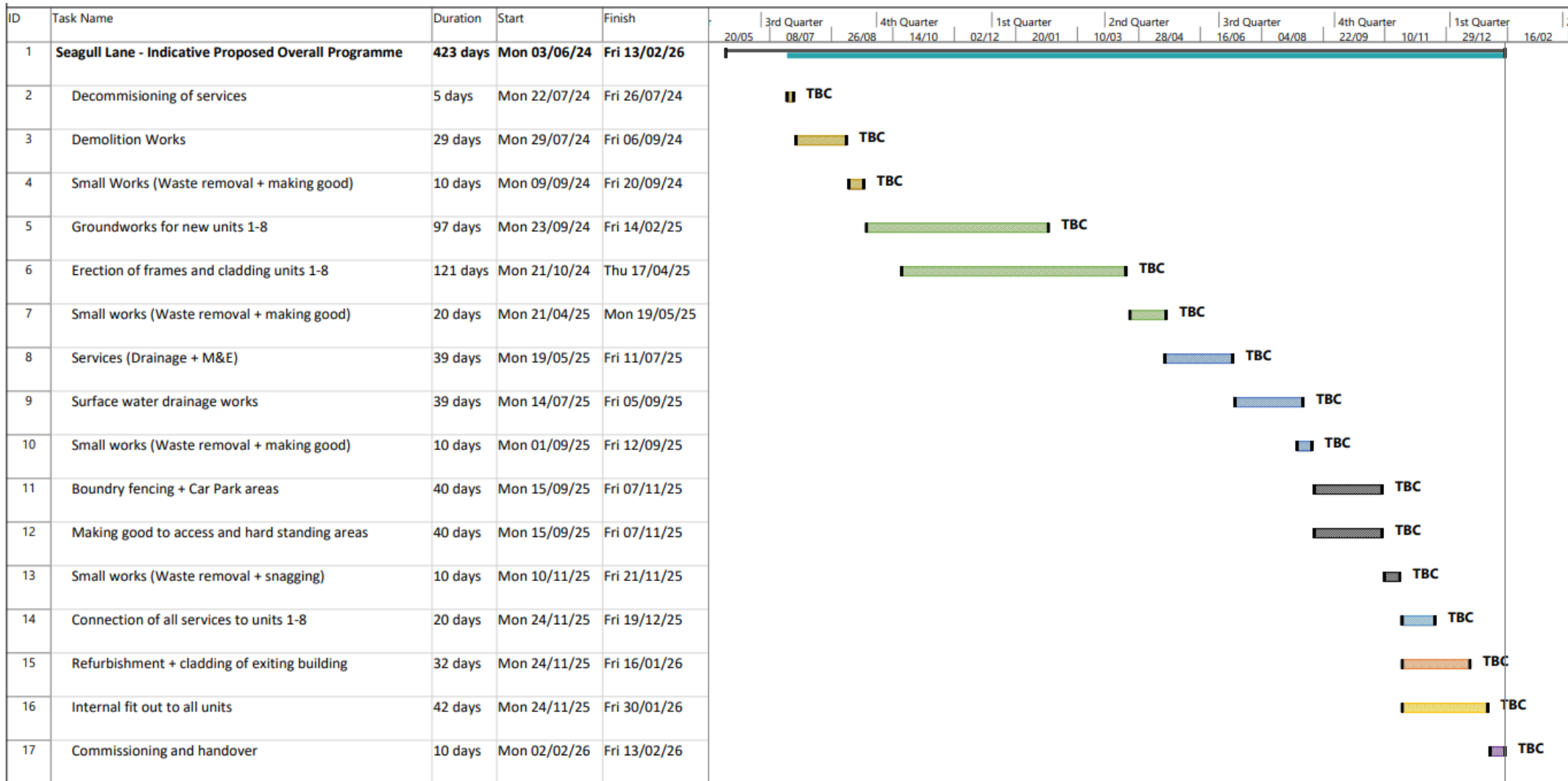
Hampshire

PO107QH

Contents:	Page No.
Indicative Programme - Phasing of Demolition & Construction works.	2
Current Site Plan.	3
Construction Site Plan - Facilities, Parking, Deliveries, Access & Egress (Plant/Machinery).	4
Deliveries and Removal of Materials from Site.	5
Good order and Site Security. Welfare and First aid.	6
Health & Safety. Liaison and Communication.	7
Selection and Control of Contractors. Emergency Procedures.	8
Site Rules.	9

Construction Method Statement

Indicative Programme:



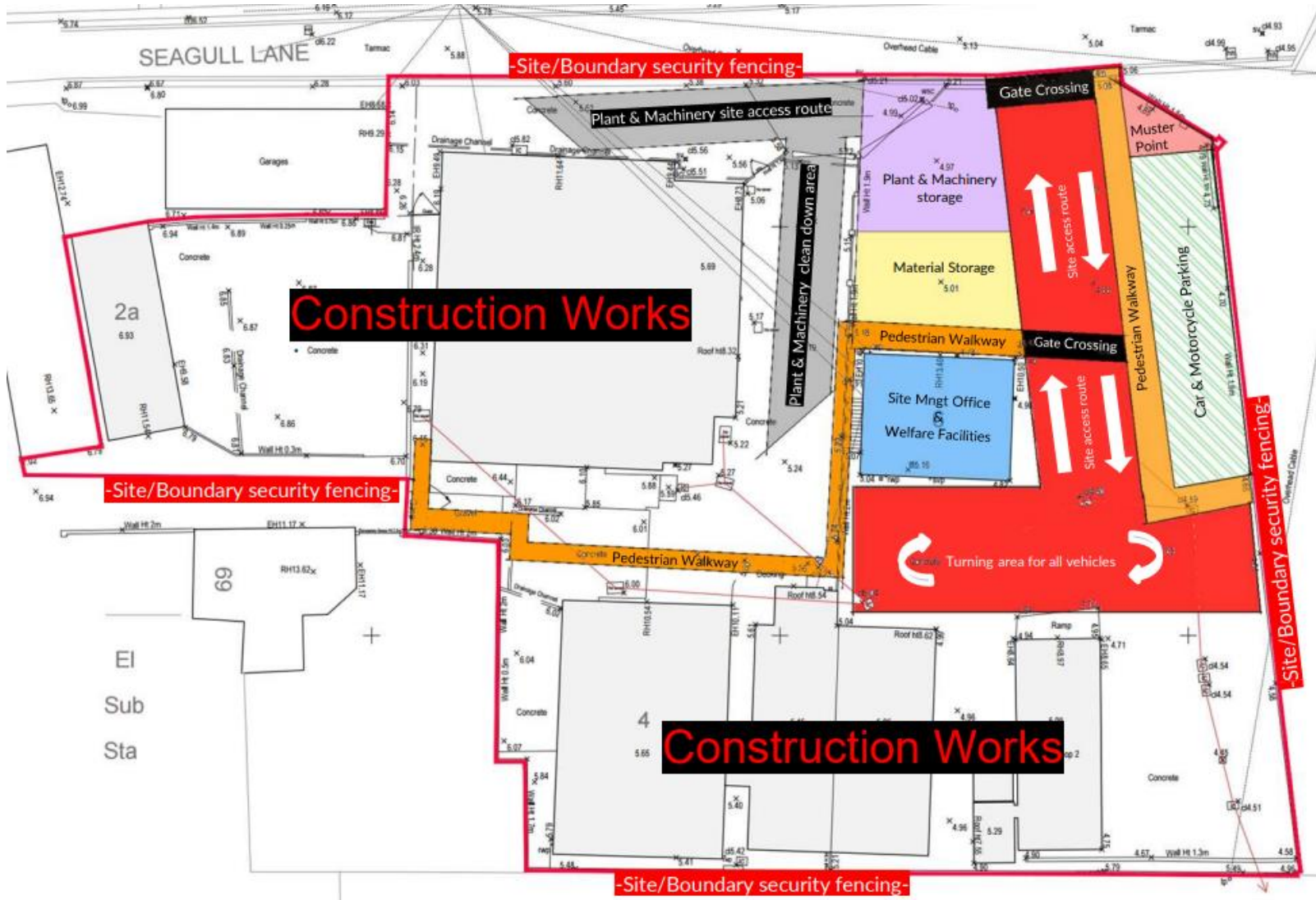
Construction Method Statement

Current Site Plan:



Construction Method Statement

Proposed Construction Site Plan:



Safe places of works (Site set up, access / egress):

Access to the site will be via an entrance from Seagull Lane into the existing industrial estate. With Site Management Office and welfare facilities being located directly opposite the designated contractor car and motorcycle parking area. The yard space to the front of the site office building will be made available for storage and unloading. All the above areas are on the existing concrete hardstanding with a designated on site access to the storage area for working plant and machinery.

Vehicle Access:

The site will operate a two way traffic system for construction vehicles, with a designated turning area to avoid vehicles reversing down the access road and out onto Seagull Lane.

Pedestrian Access:

Access to working and non-working areas will be via the demarcated access routes as per the proposed construction site plan. All persons who access the area of construction works must be wearing PPE at all times. Hard hat, boots and Hi Viz are an absolute minimum requirement.

Construction Method Statement



Deliveries and Removal Of Materials:

The main entrance into the site gives both vehicle and pedestrian access. Storage areas within the site will be strictly controlled, to avoid congestion within the working areas. All storage, access roads and parking areas are restricted to the maintained hard standing areas.

Deliveries will be restricted to normal working hours as stated in the site rules (Page 9) and materials will be placed in designated areas, the primary option will be to take all deliveries straight onto site.

A site traffic management plan will stipulate the vehicle routes and parking arrangements.

- All material delivered to site will be stored in a safe manner.
- All deliveries to be via the main road to site, and in accordance with the site traffic management plan displayed within the Site Management Office.
- Ensure that a fire safety zone is considered if Diesel storage or other flammable materials are stored in compound where timber is also stored.
- All contractors' personnel must ensure that stored equipment does not obstruct access to stores, compound, emergency access routes & equipment.
- The loading/unloading area/s shall be identified within the traffic management scheme for the project.
- Certified and competent banksman/signallers will control every lifting operation relating to all the deliveries on site. Copies of signaller/signallers training certificates will be retained within the site filing system.
- Materials such as Gas Oil (Diesel), engine oil, mould oil and curing agents to be stored in bunded tanks or within bunded containment areas, to prevent contamination from spillages.
- Vehicles making deliveries on site will operate through a two-way system, however, should a delivery vehicle need reversing into the site or turning around whilst on site, this will be controlled by a banksman.
- Waste removal will be undertaken by a waste management company, with a clear path directed by the traffic banksman/marshal for easy and efficient access. Any skips on site should be within a lockable area where possible, this is to prevent unauthorised access and potential fire risks.

A traffic management record will be in place and displayed at all times in the site office, which will be managed by the Principal Designer/Contractor.

Construction Method Statement



Good Order and Site Security:

Every effort shall be made through robust fencing, clear signage and ongoing good management procedures to protect the general public on and near to the site.

All excavations will have additional fencing around them if they are left open overnight and also all vehicles and equipment will be locked and secured at the end of each day.

All plant and equipment will be locked and secured when not in use and where practical removed from site each evening: All vehicles will have keys removed when not in use and at the end of each day to be secured.

Welfare and First Aid:

Welfare facilities will be provided by the employer for use by all site operatives. The facilities will comply fully with the standards expressed in Schedule 2 of the Construction (Design & Management) Regulations. Facilities contained within the temporary welfare unit will include, but not limited to:

- Running hot and cold water
- Soap and towels for washing / drying
- Flushing toilet(s).
- Facilities to heat and eat food in sanitary conditions.
- Facilities to dry clothing.
- Fresh drinking water.
- Seats with backs.

A First Aid kit commensurate to the number of operatives will be kept, as would the accident report book in the Site Management Office. All operatives will be made aware of their location. During construction works the site will be manned by experienced Site Manager.

The traffic management plan showing the welfare, first aid, pedestrian routes will be displayed on site at all times and updated on a regular basis by the site management.

Construction Method Statement



Health & Safety goals for the project:

- To have zero accidents on site during the construction period.
- To ensure all risks are highlighted at the right time and the right people are informed in the right way.
- To have no case of occupational ill health arising from working on the project.
- To ensure that no environmental damage occurs
- To ensure disruptions to the local community are kept to a minimum during the construction period.
- To exclude all unauthorised persons from the site, especially children.
- To follow guidance for work involving hazardous materials (e.g. asbestos, lead). To ensure any residual risks are minimised and highlighted where appropriate.

Liaison and Communication:

As the Employer, we are committed to ensuring adequate resource is allocated to this project to ensure risks associated with the works described are successfully controlled and managed. The site will be audited on a weekly basis to ensure all Principal Designers/Contractors are working in an agreed safe and controlled manner as specified in their contract documents. These audits will be filed and stored in the Site Management Office for review as required.

Protecting the health and safety of all persons working on or visiting the site is of equal importance as the need to complete the project to the required quality standard.

All parties involved in this project are committed to providing a safe and healthy workplace for all persons working on or visiting the site, thereby contributing to the success of the project.

All Contractors will encourage all persons participating in the preparation of the site, working on or visiting the site to participate in accident prevention and occupational health related activities to ensure the highest standards of health and safety on the site are achieved.

All accidents and cases of ill health are avoidable and by recognising and encouraging safe behaviour and correcting mistakes we will continuously improve our health and safety performance.

Construction Method Statement



Selection and Control of Contractors:

All potential contractors will be assessed for health and safety competence prior to appointment. Assessment details are to be maintained for further information and reference.

Monitoring of contractors by site management will continue throughout the project to ensure the level of competence expected is maintained.

All contractors will be required to supply such equipment (including personal protective equipment) and personnel as will be necessary for them to complete their tasks safely and without risks to others in the allotted time.

Emergency Procedures:

All operatives and visitors to the site are required to sign in at the Site Management Office and will be made aware of the accident and emergency procedures along with the location of the emergency routes. All personnel shall receive training on how to raise the alarm and what to do in the event of an alarm being raised. On hearing the “evacuation alarm” all operatives are to stop what they are doing, isolate and machinery they are operating and move as quickly as possible to the recognized muster point. If any visitors are on site, those who are responsible for them are to ensure that they are evacuated from the site. A roll call will then be taken to ensure all persons are accounted for.

The Principal Designer/Contractor and all operatives must constantly evaluate the risk of fire throughout the course of the construction project. A Fire Risk Assessment will be in place for the construction period and updated throughout the construction programme. The latest fire plan showing the emergency exit routes and fire points will be displayed and updated regularly as the site progresses. This will be included in the site induction training.

Accident reporting procedures are located in the Site Management Office.

Construction Method Statement



Site Rules:

- All operatives and visitors must sign IN and OUT of the Site Management Office area whenever they enter or leave the site.
- Hard Hats, Hi-Vis clothing, and Safety Footwear must be worn at ALL times on site within the construction area. Use of additional Personal Protective Equipment i.e. eye and ear protection when a specified hazard is identified in a COSHH or Risk Assessment and as directed by signage. Keep your PPE in good condition.
- Report accidents/incidents to the Site Manager immediately. Ensure the accident book is completed.
- No adjustments are to be made to any scaffolding except by a qualified scaffolder.
- If you are required to work near edges where there is a risk of falling, ensure that edge protection is fitted.
- Ensure all ladders are secured and maintained in good condition. Wherever possible, use a working platform in preference to a ladder. If ladders have any defects they are to be removed or guarded to prevent access.
- Do not use any plant/equipment that is defective and report any defects to your Foreman/Supervisor. Do not use any plant unless you are trained and authorised to do so.
- The only parking on site is at the discretion of the Site Manager. Any damage or theft from vehicles parked on site is at the drivers' risk.
- Materials are to be stored in the designated storage areas. Only materials for immediate use are to be in the working areas.
- Ensure you are aware of the Fire and Emergency Procedures.
- Make sure you are familiar with your own Safe System of Work. READ AND UNDERSTAND the Method Statements and Risk Assessments provided by your Employer.
- Every individual is responsible for ensuring good manual handling techniques are used for all lifting and carrying activities.
- If you have any medical condition or disability that may affect you carrying out work or affect your safety on site, you must report this now to the Site Manager before starting work.
- Keep your work area tidy and place waste/debris in suitable containers/skips.
- Keep the welfare facilities clean and tidy. Smoking is not permitted in any properties under construction.
- No alcohol or non-prescribed drugs should be consumed on site. If you are taking prescribed medication, that may affect your work, your safety or the safety of others, you must inform the Supervisor and the Site Manager.
- There is a total smoking ban on the site in any enclosed areas. Smoking is only permitted in the designated area.
- The site working hours are Standard weekday working hours Monday to Friday (08:00 – 18:00) and Saturday (08:00 – 13:00). No works shall take place on any Sunday or Bank/Public Holidays. Young persons under the age of 18 years are not permitted on site without prior approval.
- Site operatives are to be courteous and polite to members of the public at all times. Any enquires must be directed to the Site Manager.
- Everyone on site has a responsibility for their own health and safety and that of others. Irresponsible behaviour will not be tolerated and may result in removal of the offenders from site.
- Your signature in the site induction record confirms you will act safely on site at all times and that you have received and understood the site induction and you will comply with the information provided.

Site rules will be discussed with contractors during induction. A copy of the Site Rules will also be displayed in the site office and welfare area.