CONDITION 24 - CONSTRUCTION METHOD STATEMENT

ENTERPRISE 36, TANKERSLEY

January 2019

Introduction

1. The movement of vehicles and plant represents one of the biggest hazards on a Construction site, in respect of both the risk of injury to people and damage to buildings, plant and equipment. If not well controlled, vehicle operation can lead to loss or injury resulting from loss of control, overturning or collisions with other vehicles, plant or fixed objects.

2. The purpose of this Construction Method Statement is to ensure that construction operations are effectively controlled to reduce the risks to persons working on or visiting the site along with neighbouring properties, in particular:

a. Minimise the potential interface between the Public and Site Traffic.

b. Minimise disruption to the general public and neighbouring businesses.

c. Minimise disruption to neighbouring residential properties.

d. Keep deliveries to a minimum and where possible stage deliveries to avoid peak times.

e. Control site vehicle movements.

f. Planning of vehicle and pedestrian routes.

g. Maintain a clean highway and tidy site.

h. Avoid conflict with existing services.

Site Environment

3. The site is located north of the Mercedes-Benz Used Commercial Vehicle Centre in Enterprise 36 Business Park off Wentworth Way and south of Carr Lane. Gladman Park is located within 1 mile of Junction 36 from the M1 Motorway off Westwood New Road (A61) leading to Manchester, Sheffield and Huddersfield.

The site slopes from the west of the plot at its highest level adjacent Westwood Lane, down to the eastern end of the plot adjacent the site entrance on Wentworth Way.

The site was previously occupied by Mercedes-Benz Used Commercial Vehicle Centre as additional van / truck parking overspill.

Brief Description of Works

4. The principal work items are:

    a. Completion / reconfiguration of existing access road leading from Wentworth Way to access 4 individual development plots.

    b. Road construction

    c. Earthworks – Excavation / fill and grouting works.

    d. Drainage

    e. Erection of 4 B2 / B8 industrial units.

    f. Installation of Fencing and gates.

    g. Locate / Protect utilities services, installation of new services.

Responsibilities

5. The Site Manager is responsible for the day to day implementation of this Construction Method Statement and to ensure:

    a. External and internal roads and routes are provided, cleaned, maintained and suitably constructed for pedestrians and for the size and volume of vehicles using them.

    b. Pedestrians and vehicles are segregated and can circulate safely on site.

    c. Risk assessments are carried out for all working methods.

    d. Traffic Rules are established to reduce the risks to pedestrians and operators.

    e. Suitable and sufficient signs are erected to warn of hazards and precautions.

    f. Lighting is suitable and adequate to ensure safe passage on site.

    g. Parking areas are suitable, adequate and clearly identified.

    h. Loading/unloading and other high-risk areas are identified and controlled.

    i. The needs of all persons to move safely on site (employees, contractors and visitors) are considered.

    j. Segregation and protection of the public from site works.

k. To avoid conflict with existing services, exclusion zones will be identified with clear designated safe traffic routes.

Site Access and Egress

6. Access to the site is via Wentworth Way only. An area of car parking to serve Unit 1 will be utilised as a temporary compound to provide site parking and loading / turning areas. The compound will be secured at the perimeter with Heras type fencing and clearly signed as a construction access / site office with welfare facilities.

7. The Contractor has sole access to the site and shall provide and maintain access for Statutory Undertakers and Authorities to inspect and maintain their apparatus. The Contractors are also to provide and maintain access through the site for the emergency services.

Site Deliveries

8. Deliveries and collections are to be made outside of peak times (7-9am; 4-6pm). Bulk material deliveries to be staggered during the day avoiding peak times and avoiding a build-up of traffic along Wentworth Way / A61 junction. The Contractor Buyer and Site Manager are to notify all suppliers and sub-contractors delivering to the site, of these restrictions.

All deliveries and collections from site must be notified to the Contractor Site Manager prior to arrival on site and a Banksman is to be appointed to direct delivery vehicles on and off site. Banksman are to ensure delivery vehicle parking is in agreed locations and off the highway to avoid disruption. On arrival delivery vehicles must report to the site office for a site induction. Thereafter, delivery drivers should:

a. Only enter the CDM area if instructed to do so by the Site Manager.

b. Stick to designated traffic routes and do not deviate into any restricted areas.

c. Park-up and Offload in agreed safe and designated areas only.

d. Be directed by a Banksman, when reversing or visibility is restricted within areas of the site. If a Banksman is not available, the driver must park his vehicle in safe designated location and not proceed until such time one is appointed by the Site Manager.

Site Layout

9. **Parking.** Site parking will be provided within the designated compound for site workers / visitors. Contractors will be made aware of public transport routes / times and will be encouraged to car share where possible.

10. All vehicles must be parked securely with their brakes fully applied:

a. When vehicles are parked, their parking brakes should always be applied. On most trailers disconnecting the emergency air line does not apply the trailer parking brake.

b. Where parking on a gradient is unavoidable the vehicle brakes should be applied, be left in gear and wheel chocks applied if necessary.

c. Drivers should never leave a vehicle unattended without ensuring both the vehicle and the trailer are securely braked, the engine is off and the key to the vehicle has been removed.

11. Lighting. Temporary lighting should not be required for normal site operations however, if required, lighting of key access routes will be adequate for the safe passage of pedestrians and traffic to suit the work activities and conditions. Lighting should be:

a. Adequate to enable pedestrians to move safely on site.

b. Suitable and sufficient to enable unlit vehicles to operate safely.

c. Provided at junctions, pedestrian crossings, etc. to illuminate signs or hazards.

d. Positioned to prevent light pollution into neighbouring houses/ business premises.

12. Signage. All routes must be adequately demarked to ensure the safe movement of traffic and pedestrians on site. A site layout, is to be displayed at appropriate points within the site and highlighted during the induction process. All highway signage should comply with HSE and Highways standards / recommendations. Signage should:

a. Indicate vehicle routes, including any one way systems, loading, parking areas and speed limit (5mph on site).

b. Indicate junctions, sharp bends, blind corners, steep gradients or temporary signs for road works and other similar hazards.

c. Indicate site specific hazards e.g. utility / service locations, obstructions, deep excavations etc).

d. Indicate pedestrian routes, crossings, and identify hazards to pedestrians.

13. Signs will be well positioned and kept clean. Where driving is likely to be carried out in the dark, illuminated or reflective signs should be used.

14. Personnel Protective Equipment (PPE). Prior to entering the site, all Contractor operatives will undertake a H&S induction and be issued with the necessary safety equipment required to complete their works in a professional and safe manner.

15. Permitted Site Working Hours

Proposed site working hours are;-

08:00 to 18:00hrs Monday to Friday

09:00 to 14:00hrs Saturday

No working Sundays or Bank Holidays

Permitted traffic hours to avoid peak hours as described in paragraph 8.

16. Speed Limit. The site speed limit for all vehicles is 5mph.

17. Reversing. Reversing on site will be eliminated, where possible. This can be achieved by removing the need to reverse for example, using one-way systems. Where this is not possible, the site should be organised so that reversing is kept to a minimum. Where reversing is necessary, the following will be considered:

a. Install barriers to prevent vehicles entering pedestrian zones.

b. Increase drivers' ability to see pedestrians. (good layout, good lighting, high-visibility clothing).

c. Use a safe system of work; a banksman for reserving difficult manoeuvring; and mirrors.

d. Use warning devices (audible and visible) e.g. reversing alarms, flashing beacons.

e. Use traffic/warning lights at heavily used junctions, at blind exits, or designated pedestrian crossings.

f. Plan and clearly mark designated reversing areas.

g. Keep people away from reversing areas and operations.

18. Loading and Unloading. Loading and offloading will be restricted to separate designated areas. Loading bays will be:

a. Clearly identified and controlled to ensure the safe manoeuvring of vehicles into and out of the bays.

b. Marked clearly and/or fenced or guarded to prevent people or vehicles falling off the edge.

c. Provided with a refuge to escape being crushed or struck by a reversing vehicle.

d. Prohibited entry to persons unless the bay is under a safe system of work.

19. Pre-user Checks and Inspections. All vehicles, equipment, plant and tools should have a pre-user check carried out daily or at the start of each shift by an operator who has been

trained to carry out the checks; any defects should be reported to the site supervisor. Where defects are found, the vehicle is to be immediately parked. The plant is not to be used again, until such time a competent maintenance fitter declares it safe to do so. The daily inspection of plant is to be recorded and handed to the site supervisor.

20. Maintenance of vehicles and plant are essential if they are not to deteriorate over time, break down and ultimately fail. All maintenance will be carried out by a competent person who is familiar with the vehicle/plant and has knowledge and experience to detect and repair existing or potential faults. The maintenance should be in accordance with the manufacturer's instructions and carried out at the recommended intervals.

21. Repairs and Refuelling. Operatives are to report any mechanical issues immediately to the site supervisor.

22. The refuelling of plant is to be undertaken at specified areas where control and containment of hazardous substances can be managed successfully. Refuelling bays must be safe by position from traffic and pedestrians. When refuelling the following should be adhered to:

a. LPG and diesel stations should be outside and away from buildings, but protected from accidental contact by other vehicles.

b. Tankers should be able to connect and discharge their load safely and have a quick egress route in the event of an emergency.

c. Battery charging stations should be protected from accidental contact.

d. Vehicles refuelling/charging should have clear access into and out of the bay.

e. Consideration should be given to fire and environmental risks.

23. Vehicle security. When not in use, all ignition keys should be removed from plant to prevent unauthorized use or theft.

24. Materials. Where possible all materials that are suitable for re-use will be stockpiled within a designate safe zone, until such time they are needed. The Contractor will work alongside appointed sub-contractors to manage the site materials to limit and reduce the volume of material that need to be removed from site. No materials are to be stored within 5 m of a highway.

25. Dust prevention and Suppression. A Risk Assessment is to be carried out to determine which hazardous materials are in use, in what amounts, and how much dust of which fraction may become airborne and lead to exposure to operatives and the general public. The controls in use should be examined to determine their effectiveness, and the need for other or additional controls should be considered. Such as:

a. All saw cutting tools to be fitted with working dust suppression units.

b. Areas where constant traffic is producing excessive dust is to be suppressed using a water bowser.

c. A Road Sweeper is to be used as and when required.

d. A site speed limit of 5mph is to be enforced on site to minimise dust production

e. During dry periods a water bowser is to sprinkle water over earthworks to prevent wind blown dust.

f. All earthworks areas are to be well compacted and sealed to prevent damage due to weather and formation of dust , also landscape areas are to be top soiled and seeded as soon as practicable to do so.

Noise / Nuisance.

26. The construction sequence and methodology works around the processes being carried out will comply with condition 20.

27. All construction operations are to be undertaken within the confines of the secure boundary with all site personnel remaining in the site during normal site working hours.

28. Road maintenance. The Site Manager is to check surface conditions on a daily basis to ensure that:

a. All routes will be constructed of suitable materials for the vehicles using them, and well drained.

b. Haul Roads are well maintained: regularly cleaned and rolled.

(1) Potholes should not be allowed to develop.

(2) Loose materials should be cleared regularly.

(3) Snow clearing and gritting may be necessary.

(4) Temporary obstructions (including materials fallen from vehicles) should be cleared immediately

c. Raised kerbs should be kept to a minimum where collision with them may cause overturning.

d. In areas where ground conditions may be unsuitable, improved drainage compacted hardcore or spreader plates may be used to improve conditions

29. Highway cleaning. To prevent nuisance and danger from dust to occupied buildings the following control measures will be implemented by the Site Manager:

a. The Site Manager will monitor the public highway for mud debris etc and if required a road sweeper will be deployed to ensure the road is kept clean.

b. All plant wheels/tracks will be checked and cleaned if leaving the working area to prevent spread of debris onto pedestrian or trafficked areas. Where possible plant will not leave the working area until collected/removed.

c. Should any mud debris be spread on to public areas then the area will be immediately cleaned by hand with brushes if safe to do so or by road sweeper.

d. All areas of the highway to be kept clean at all times, wheel wash facilities to be provided on site supplemented by Road Sweepers as necessary.

e. Deliveries to designated offloading areas to prevent debris or contamination being spread on to the Highway.

Impact on Other Highway Users

30. Any works within the highway are to be to the approval of the Local Authority. All permits / Permissions are to be obtained before any works commence.

Site security, Signage and protecting Public

31. The Contractor will consider the likelihood of trespass and vandalism at the site and take appropriate measures to ensure the security of the site and the works. In that, the Contractor will ensure the CDM areas are clearly demarcated with Heras fencing panels to avoid unauthorized entry. 2m high Heras fencing panels are to have double clips positioned at each joint, and should be installed adequately to remain stable and retain pedestrian loading.

Suitable signage will be erected to comply with the Health and Safety (Safety Signs and Signals) Regulations, warning people of hazards, as and when necessary. The Contractor will ensure that all operatives and sub-contractors are responsible for the security of their own tools and equipment and to secure them at all times so as to not cause a risk to unauthorised persons. In particular, during this project the following precautions that can reduce site risks to protect the public, are as follows:

(a) Remove all ladders from scaffolding, work platforms etc, to a secure area.

(b) Provide secure and adequate supports around excavations.

(c) Immobilising Plant and other site vehicles.

(d) Site Plant /Vehicles to be parked in view of site security at night where possible

(e) Isolate all electrical equipment not required for night safety and security and ensure the integrity of emergency electricity supplies to the site.

(f) Reduce the height of stacked materials.

(g) Cover any holes that cannot be filled in.

(h) Lock away all chemicals, gas cylinders, tools and equipment in a safe and secure storage facility.

(i) Provide secure storage tanks for diesel, oil etc.

A site security guard will be considered during 'Out of Hours'.

Should any members of the public enter the working area then all site operations will be stopped until they can be removed and the area made safe

All site perimeters will be checked daily by the Site Manager or Deputy for damage. Regular maintenance will be carried out to ensure the perimeter is securely maintained.

Weekly checks will also be carried out to ensure perimeter fencing and hedges are kept clean and tidy and free from rubbish build up.

Monitoring and Communications

32. A Site Manager will be on-site throughout the project to ensure works are carried out in a safe manner and that this Construction Method Statement is adhered to, at all times. All Pedestrian / traffic management will be checked each day by a competent person appointed by the Site Manager and recorded in the site diary and weekly site safety and Environmental reports. All issues will be logged and rectified within an appropriate period. All comments from the public /client to be recorded and corrective action taken where required. In addition, senior management will visit the site to ensure safe systems of works relevant to the works are being carried out. The SHEQ manager will also conduct various monitoring activities throughout the life of the project.

33. The site induction is the focal point to communicate to operatives and visitors the Construction Method Statement. The Site Manager is to ensure that once briefed all operatives undertaking the work activities are to sign briefing records to acknowledge that they fully understand the Safe System of Work to be adopted whilst on site.

Training

34. All personnel are to be correctly trained and experienced in the work that is to be undertaken. The Site Supervisor is to conduct a site induction prior to work commencement where training certificates and competency cards should be checked for validity to ensure that all site operatives are competent.