

ChildrensAssessment Unit, Barnsley Hospital

Contract Method Statement

CONTRACT TITLE:	Childrens Assessment Unit, Barnsley Hospital		
CONTRACT NUMBER:	2509	PREPARED ON DATE:	23/01/20
ACTION	NAME	SIGNATURE	DATE
PREPARED BY	Dean Simpson		
CHECKED BY			
APPROVED BY			
CLIENT ACCEPTANCE			
SCOPE OF WORKS:			
Formation of new single storey extension to front elevation of Barnsley Hospital The project includes;			
NUMBER OF OPERATIVES EMPLOYED?	Up to 50 (in any one day)		
DURATION OF WORKS?	52 weeks		
START ON SITE	10/02/20		
This document is to be read in conjunction with the Pre-Tender Health and Safety information pack and Construction phase H&S plan / Construction plans document.			
Note: This document may be subject to change and will be updated as more information becomes available.			
SUPERVISION			
NAME	POSITION	COMPANY	TELEPHONE NUMBER
Dean Simpson	Construction Director	Illingworth & Gregory	07507 852116
Sean Henderson	Director	Illingworth & Gregory	07525 199202
Garry Higgins	Site Manager	Illingworth & Gregory	07736 373298
Richard Barnes	Health & Safety Manager	Sewell Construction Ltd	07890 284923

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Statement – Description of work requiring specific Method Statement from specialist contractor.

Temporary works including perimeter fencing, temporary electrics, temporary service connections, Hoardings and scaffolding

Site strip

Foundations & drainage

Brickwork (sub-structure)

Steel beams & columns

Metal Deck and Concrete

Scaffolding

Roof covering

Windows & curtain wall installation

SFS External Walling

Screed

Metal stud partitions & ceilings

Mechanical & electrical installation

Suspended ceiling

Joinery

Sanitary ware

Decoration

Floor finishes

Testing & commissioning

External Works

Where a method statement is required for any aspect of work, the method statement will be scrutinised in accordance with Illingworth & Gregory procedures prior to acceptance.

This list is not exhaustive and more method statements may be added as the work proceeds.

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STATEMENT – DESCRIPTION OF HOW WORK WILL BE CARRIED OUT

The following narrative is a broad outline of the proposed sequence of operations taken from our proposed Construction Programme. Illingworth & Gregory will ensure that there is full supervision of the works in accordance with our role as Principal Contractor.

Prior to any construction works being carried out on site, we will ensure that the design is adequately progressed. The design team will meet regularly to provide adequate information, ensure that the design is coordinated and to discuss (where necessary any safety implications associated with the design).

The Principal Designer will be present at all design team meetings.

The sequence of the works are detailed on the Construction Programme and it is our intention to work in line with this including and demonstrated within our phasing plan proposals. We will also produce detailed short term programmes that will look ahead at the next 6 weeks' worth of works and this programme will then be reviewed and re-issued after 4 weeks on a rolling basis up to completion.

As soon as is practicable after possession of the site, a full dilapidation survey of the site will be undertaken including a photographic record of all areas and entrances to the site for future reference purposes.

All works will be secured from the public by use of 'heras' type fencing.

All temporary services for the site establishment will be connected during the site set up period. This includes temporary electrics, water and data. Any works that will be carried out beyond the site perimeter will be communicated in advance.

The outline sequence is as follows:-

Site set up

- Compound fencing & hoarding

New Build

- Sub-structure

 - Reduced level dig

 - Foundations

 - Drainage

 - Steel Frame

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Sub-structure brickwork
Concrete ground floor slab

Superstructure

Scaffolding
Metal Deck and Concrete
Brickwork & Blockwork to second floor
Roof coverings
Rainwater goods
SFS Wall construction
External cladding and insulation
Strip scaffolding
Windows & curtain wall
Strip scaffolding
Windows & curtain wall(ground floor)

Fit Out

Ground floor screed
Insulation
Builders work
Metal stud board partition & board 1 side
Electrical first fix
Mechanical first fix
Board 2nd side & fix metal stud ceiling
Completion of M&E first fix
Board ceilings
Plaster
Finishes
Mist coat
IPS First fix
Suspended ceiling grid
Joinery 2nd fix
Electrical 2nd fix
Mechanical 2nd fix
Sanitaryware installation
Complete IPS
Decoration
Electrical 3rd fix
Mechanical 3rd fix
Joinery 3rd fix
Ceiling tiles

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Refurbishment

External

General Shaping up

Macadam reinstatement

Site Parking Establishment

The client has afforded I&G a considerable site compound area which is shown on the detail in Appendix A of this report. The area is accessed through the security barrier system to the front of the hospital on Gawber Road. Site rules will dictate that this area can be used for site workers vans/cars, but once to a capacity any further site traffic will need to park off site. Either in the pay and display hospital car parks or elsewhere further afield. This will ensure that vans/cars attributable to the I&G workforce are not hindering pedestrian or traffic movements (particular reference to Blue Light traffic). The constraints relating to parking will form part of the site induction that every site operative undertakes on day 1 on site. The same rules apply for site visitors. No parking will be allowed within the site compound around the build area whatsoever other than unloading of materials or tools. The vehicle will be removed as soon as that process has completed.

Means of Access for Site Traffic.

All site traffic will access the site area via the opposite end of the site to the hospital main entrance. Therefore access will be via the drop off area. This is detailed on the sketch in appendix B of the report. We would note that the only vehicular access to this site area would be as follows;

- Unloading of materials and tools
- Unloading and loading of plant
- Concrete Delivery Wagons
- Site Crane accessing site to set up and egress from site
- Muck away wagons removing spoil from site

All traffic will be able to enter the site hoarding to the end of the site and pull on to the area/ hardstanding quickly therefore not providing nuisance to other users.

Loading and Unloading of Materials

As eluded to above, delivery vehicles will access the site and quickly pull off any areas that are in use by the public therefore not creating a nuisance. Deliveries will be loaded/unloaded by mechanical means resulting in a quick turn around on site, ensuring that the site does not become snagged up with

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multiple deliveries. Where possible deliveries will be directed to either early or late times in the day in a bid to miss generally busy periods around the hospital.

Storage of Plant and Materials

Materials will be stored on the site within the site compound or within secure stores in the site set up area .No materials or plant will be stored outside those areas at any time .Once the new build is secure and water tight, all materials for that phase of the scheme/build will be delivered and taken in side the building for safe keeping.

PLANT TO BE USED

Plant to be used on site will include:

- Telehandler
- Mobile crane
- Excavators
- Concrete pumps and ready mixed vehicles
- Dumpers
- Diamond cutting and drilling equipment
- Mini excavators
- Pallet truck
- 110v power tools
- Pneumatic compressed air tools
- Welding plant equipment
- Service locating devices and CCTV survey equipment

All plant on site will be used by competent operatives and items of large plant will (where the regulations dictate) will be subject to inspection of relevant records and test certificates. This list is not exhaustive.

Erection and Maintenance of Site Hoardings

The locations of site hoardings can be seen on the layouts in Appendix A&B as referred to in previous sections. This will be a mixture of Herras fencing and solid hoardings as highlighted on the drawings.

These will be erected as per manufacturer's instructions and recommendations ensuring that all panels are double clipped and sufficiently stabilized against wind pressures.

The state of said hoarding lines will be monitored at all times to ensure that the effectiveness and security of the hoardings is not diminished. The site manager will carry out a daily sweep and health

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check on the hoarding lines at the end of every working day to ensure that all is in place and in a safe condition.

The section of hoarding that runs parallel with Gawber Road will be mesh type with netting which will provide an element of viewing opportunity for the members of the public.

Wheel Wash Facilities

During the periods of groundworks and much shift, wheel wash facilities will be provided as indicated on the plan. The cleanliness of the access road and the main road will be constantly monitored and if further measures to maintain the cleanliness of the main roads is needed (road sweeper) these will be immediately put in place.

Measure to Control Dust and Dirt During Construction

Again constant monitoring will be in place to manage the above. All saw cutting will be used in conjunction with compatible water suppression kits. General Water spraying on site to limit dust will be employed when the potential for dust build up and emission of dust is present. The major construction activities on this scheme will be scheduled to be complete prior to the historical warm dryer months of the year but constant monitoring will take place nevertheless.

STATEMENT – FORESEEABLE HAZARDS (INCLUDE PLANT AND MATERIALS)

Foreseeable hazards relating to the management of the project include the following:

- Access by unauthorised persons onto site
- Movement of vehicles on and off site
- Interface between trades on site
- Ignition of flammable material resulting in fire on site
- Alterations to fire escapes due to new works
- Operatives commencing work on site unaware of site hazards
- Unsafe working environment caused by careless contractors
- Unauthorised /unqualified operatives using mechanical plant
- Unsafe conditions caused by badly planned lifting operations
- Unsafe conditions caused by unauthorised hot works
- Electrocution from existing services
- Electrocution from unauthorised work on high voltage cables
- Harm caused to staff/public/neighbors off site
- Unsafe conditions caused by poorly erected/modified /weather affected scaffolding
- Harm caused by manual handling heavy objects

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- Unsafe conditions caused by movement of materials to work area at height
- Provision of inadequate welfare facilities
- Contractors are appointed for tasks they are incapable or incompetent to carry out

- Access onto site by public during site hours
- Open Excavations
- Falls From Height
- Discovery of any significant health & safety issue during construction that is not highlighted within the PCI
- Inadequate monitoring of the works leading to unsafe practices
- Noisy activity causes disruption to local residents
- Specialist , complicated or hazardous work is inadequately controlled
- Unplanned contact with underground services causing injury or service outage
- Harm caused by contact with contaminated ground
- Unplanned contact with Asbestos Containing Material (ACM)
- Harm caused by unsafe demolition

This list is not exhaustive and any more foreseeable hazards may be added as the work proceeds.

All works with significant risk will be subject to the provision of site specific method statements submitted by the contractor prior to the commencement of their works. Our Site Manager will advise the contractor of the suitability of the contents accordingly and will then check this.

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STATEMENT – ACTION TO MINIMISE HAZARD (INCLUDE EMERGENCY PROCEDURE)

1. Access by unauthorised persons on site- Adequate signage to be posted warning of hazard and unauthorised access. All operatives are to be issued with 'Induction' stickers to fit to hard hats to indicate they have been inducted. A banksman and security guard will guard the entrances to site during the day. The site will be guarded in accordance with the site security strategy at night. The site boundary will have appropriate signage to warn would-be intruders of the hazards on the site.
2. Movement of vehicles on and off site- All contractors and supply chain vehicles are to be issued with guidance on accessing the site prior to arrival. A segregation system is to be set up on site to minimise interface between operatives and moving vehicles. Adequate signage is to be posted warning members of the public of the site entrance and advising drivers to beware of members of the public crossing the site access points. All operatives are to wear hi-visibility vests on site. All vehicles to be banked whilst reversing.
3. Interface between trades on site- The Construction Programme reflects the timescales of trades to attend site and indicates what, if any other trades may be on site. Weekly contractors meetings will be held on site to co-ordinate the works. Exclusion zones and signage may be set up to segregate areas to prevent unauthorised access.
4. Ignition of flammable material resulting in fire on site- I&G Site Manager to complete, periodic 'Fire Preventative measures' document. Contractors to remove the build-up of flammable materials on a regular basis. All hot works to be controlled by 'Permit to Work'. Adequate firefighting equipment to be located around site and operatives to be made aware of the fire plan at site induction.
5. Operatives commencing work on site unaware of site hazards- All operatives to be made aware of existing site hazards at the time of induction. Signage may be posted if necessary. Areas of work causing a potential hazard will be segregated with a physical barrier to prevent unauthorised access.
6. Unsafe working environment caused by careless contractors- Contractors to submit method statements and risk assessments (and C.O.S.H.H assessments if necessary) relative to their works. Operatives are to sign up to the method statement register to acknowledge their familiarity and agreement to work to the methods indicated. I&G Site Manager to fill out site managers' checklist on a regular basis to record any unsafe practices and further actions. Health and safety to be discussed as part of the weekly sub-contractors meeting.

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7. Unauthorised / unqualified operatives using mechanical plant- Operatives plant competency cards are to be checked prior to commencement on site.
8. Unsafe conditions caused by poorly planned lifting operation- Lifting plan to be formulated in good time prior to any lifting operations.
9. Unsafe conditions caused by unauthorised hot works- Operatives to be made aware at induction that a hot works permit is required prior to the commencement of any hot works on site.
10. Electrocutions from existing services- As far as reasonably practicable all existing services will be disconnected, however, any live services are to be identified on site. All excavations subject to permit to dig system. All areas to be C.A.T scanned prior to excavation. All digging around existing services to be by hand.
11. Electrocution from unauthorised work on high voltage cables- All work on high voltage cables to be subject to a permit to work system. All operatives working on high voltage equipment must be suitably qualified.
12. Unsafe conditions caused by improperly erected/modified scaffolding-Scaffold specification to be formulated. All scaffold to be erected in accordance with current legislation. All scaffolders are to be suitably qualified and competent. A written record of an inspection to scaffold is to be kept and logged every 7 days or after any modification and the results of the inspection recorded.
13. Harm caused by manual handling heavy objects- Operatives to be made aware of manual handling issues at site induction. Forklift/pallet trucks to be on site to assist in the movement and placement of materials. Risk assessments to be formulated relative to the operation.
14. Unsafe conditions caused by movement of materials - Competent forklift driver to be engaged. Contractors to advise the weight of their materials prior to lifting on site. Forklift to have firm base to work on at all times
15. Provision of inadequate welfare facilities-. I&G will provide canteen area, toilets, drying rooms hot and cold water and adequate washing facilities. All to be regularly serviced and maintained.
16. Contractors competency-All of our contractors are selected from our Contractor database. In order to gain approval status on to our database, contractors are vetted on both their Health & safety performance as well as financial status. As a minimum contractors will be required to have accreditation to the Contractors Health & Safety Assessment Scheme (CHAS) as a minimum. They will also attend pre-let meetings to discuss the works in further detail and will be

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required to produce proof of competency for employees relating to the tasks they will be carrying out. Where necessary arrangements will be made for further on-site training (from suppliers) to ensure that products being incorporated into the works can be installed in accordance with the manufacturers instructions.

17. Underground services. All works that involve breaking the ground will be controlled by a permit to work system. Works around services will be carried out using the principles of the HSE Document Avoiding Danger from Underground Services. Existing drawings, service locating equipment and trial pits will all be utilized to locate services in advance of works commencing in the ground.
18. Contaminated ground. All works involving excavation have the potential to encounter contaminated ground.. Operatives working in the ground will be made aware of the possibility of ground contamination and vigilance and awareness will be promoted at both site induction and daily team briefs.
19. Asbestos. Asbestos has been found noted in the existing structure. ACM's to be removed by licensed contractors only. Operatives involved in demolition or opening up works will be suitably trained in asbestos awareness.
20. Demolition. The demolition of the external canopy will be carried out by a competent demolition contractor who will produce a detailed method statement and associated risk assessment specific to the works. The demolition area will be segregated from all other site activity and only those involved in the demolition will be permitted to enter.

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21. Access onto site by the public during site hours- All operatives and staff to be vigilant whilst working on site. Site will be controlled by security and banksman.
22. Open Excavations- All open excavations with a significant risk of persons falling in will be either covered over or protected by a physical barrier whilst the excavation remains open or unsupervised.
23. Falls from Height- All activities involving works at height will be subject to the provision of method statements/risk assessments. All operatives to be informed of hazards of working at height. All scaffold to be erected and inspected in accordance with current legislation. All P.P.E. required for works at height to be worn where necessary.
24. Contamination of local roads from plant leaving site. All roads to be monitored regularly and cleaned when necessary.

Contractors will be made aware of the Pre-Commencement Information (PCI) at tender stage.

The project will be registered for the Considerate Constructors Scheme

25. Interface meetings with the key stakeholders will take place as required and outcomes will be communicated wider as appropriate with ongoing communications throughout the project with the client and their representatives.
26. Services connections installation- all works are to be properly planned, agreed with the Statutory Authorities and communicated to wider stakeholders. Works to be closely managed, carried out by competent operatives. Works to be adequately protected with suitable signs and barriers. Ongoing monitor and review process.
27. Discovery of any significant health & safety issue during construction that is not highlighted within the PCI-All staff and contractors are made aware of significant site risks at induction stage. They are encouraged to be proactive and report anything that might pose a hazard. Anything that is not covered within the PCI will be reported to the Project manager and Clients representative.
28. Monitoring-All significant works will require a method statement and associated risk assessment they will be submitted and checked well in advance of the works commencing. Checks will be in accordance with I&G method statement checking procedure. All operatives are required to

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sign their specific method statement in acknowledgement of the risks and controls associated with the tasks they are carrying out. Both Contractor Management and I&G Management will carry out periodic reviews to monitor the works and ensure they are being carried out safely. This will result in the production of a report that will be copied in to the Principal designer and Clients representative.

I&G site managers will also carry out a weekly site managers observation report.

Reports will be communicated as necessary to ensure that any corrective actions are implemented in good time.

29. I&G will liaise with the Barnsley Council Environmental Team to agree a section 61 notice outlining the procedures to minimize disturbance from noise during working hours. I&G will then incorporate those working practices into site rules, inductions and operating procedures. I&G will also liaise with the local community as necessary in advance of a particularly noisy operation commencing.

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P.P.E. TO BE WORN

Contractors are to identify in their site- specific method statement any special needs regarding Personal Protective Equipment.

I&G may, on occasions provide certain items of P.P.E. to contractors who have turned up on site without the adequate P.P.E. they will be required to sign the P.P.E. register and may be charged accordingly.

MANDATORY PERSONAL PROTECTION TO BE WORN BY EVERYBODY WORKING ON OR VISITING THE CONSTRUCTION OPERATION PART OF THE SITE WILL WEAR THE FOLLOWING:-

- Hard hat
- High visibility vest or jacket
- Gloves (appropriate to the task)
- Safety boots or shoes
- Anyone within the defined 'safe' area around the site establishment will not be required to wear 'full' PPE

Appendix A

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TEMPORARY PARKING

Yellow area 22 x 16m

Contractor access to future compound

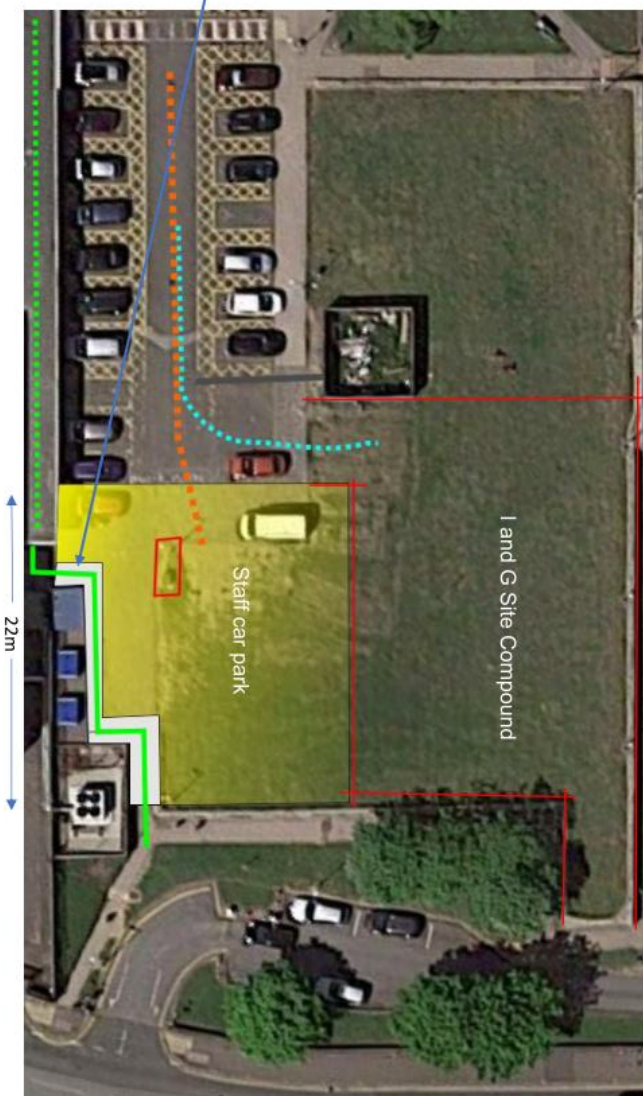
Patient cars alternative access

Pedestrian access

Barriers to prevent parking near to structure and block pedestrian access

2m high box Hoarding around lamp post and low level structure to prevent vehicles impacting

I & G site compound area - on remaining footprint of Whitehouse Construction compound



Appendix B

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