

STANIFORTH DEVELOPMENTS LTD

Staniforth Developments Limited

**High View
Westfield Road
Parkgate
Rotherham
South Yorkshire
S62 6EY**

Construction Method Statement



Project	Erection of detached Dwelling House with attached garage
Site Address	Land to the rear of 1 Windsor Crescent Little Houghton Barnsley S72 0HG

1 Introduction

This construction method statement outlines the approach to managing the construction works of the single house build with attached garage at Windsor Drive, Little Houghton.

This document sets out the site establishment, logistics and the process of managing the overall environment surrounding the property.

2 Description of Project

The site was originally used for the parking of private motor vehicle and contained 4 number prefabricated of which only one remains standing.

Various items of rubbish and other materials have been tipped on site.

Vehicular access to the site is now denied by the erection of a single steel post bollard.

The works comprise the construction of a single detached dwelling with attached garage together with paved access and various small external works.

3 Outline Method of Works

A site plan referenced Appendix 1 is attached to this Construction Method Statement.

The site is confined and accessed by a private drive from the public highway.

The access drive is single track/carriageway width.

The works together with storage and welfare provision will fully occupy the site.

Working arrangements

Security

The main body of the site is securely bounded as follows:

- North East – Concrete post and timber panel fence 1.8m high to private garden.
- South East – vertical close boarded timber fence 1.8m high to private garden.
- South West – concrete post and panel fence 1.0m high to private garden
- North West – galvanised steel palisade fence 1.8m high to field

Driveway: It is proposed to fix temporary security across the access drive in the form of Heras fencing securely padlocked at the head of the drive for site security outside working hours.

Clearing the Site

The works will be undertaken during the permitted working hours of

0800 to 1800 Monday to Friday

0900 to 1400 Saturday

No working permitted Sundays or Bank Holidays.

Throughout the clearing of the site the contractor will endeavour to comply with the guidance provided in BS5228: parts 1 + 2 (1984) + part 4 (1986) with regards to noise control during construction and where ever possible use methods to minimise disruption to neighbours.

Site clearance material will be removed by skip parked on the public highway

Excavation

Excavation is to be by mechanical plant. In the interest of security it is proposed to remove the plant from site at the end of each working day.

Spoil and excavated material will deposited on site to a spoil heap until such time as sufficient is amassed for its transportation to the site entrance and removal by grab.

Concreting

Concrete is to be brought to site by ready mix concrete lorries. The placing of concrete is to be by pump located at the time of delivery at the entrance to the site.

Working Hours

Construction or remediation work comprising the use of plant, machinery or equipment shall only take place between the hours of 0800 to 1800 Monday to Friday and 0900 to 1400 on Saturdays and at no time on Sundays or Bank Holidays.

Deliveries/Materials

Deliveries of materials shall only take place between the hours of 0800 to 1800 Monday to Friday and 0900 to 1400 on Saturdays and at no time on Sundays or Bank Holidays.

Materials will be imported to site on an '*as and when required*' basis.

Delivery methods:

Trade van – brought onto site in van by trades carrying out the work.

Trade trailer – brought onto site by trailer by trades carrying out the work.

Bulk/ pallet – to site entrance with vehicle mounted hiab loader/unloader crane for speedy unloading. Pallets either split at site entrance or transported in full with either vehicle, all terrain pallet truck or vehicle trailer to point of storage or point of use.

Waste

Waste to be removed from site as it arises

Parking

The size, single dwelling, of the development is such that it is considered that there will be no more than 2 trades on site at any one time, accounting for a workforce of 4 operatives

4. CONSTRUCTION MANAGEMENT ACTION PLAN

The following sections outline the key elements for consideration. This document demonstrates our commitment to manage, control, and where possible mitigate our impact on the local community and infrastructure.

Many of the issues identified will be further developed and dealt with in our more detailed site based method statements.

Method statements will be prepared and agreed for all major site operations in advance of the relevant works commencing.

PROJECT SPECIFIC HEALTH AND SAFETY

MEASURE

CONTROL MEASURES

Hours of Working

0800 to 1800 Monday to Friday
0900 to 1400 Saturday
No working permitted Sundays or Bank Holidays.

Noise and Vibration

Work in accordance recommendations of BS 5228-1 Control of Noise at Work Regulations 2005 and the noise service

Existing Services (Under-ground, Over-ground)

Carry out a full detection/locating/inspection for all services. Make provision for protection and maintenance of any found.

Deliveries/ Storage/ Removal of Materials

Refer to Construction Management Plan

Existing Occupancy

The site is unoccupied.

Dust

All dust levels are to be kept to a minimum and where possible controlled at source. By use of a dust suppression system. Site operatives are to wear suitable PPE/RPE where the levels of dust cannot be controlled ensuring exposure is well within legal limits.

UV Protection

UV protection from the sun is provided indirectly by the site rules requiring safety helmets and appropriate clothing with no shorts or bare tops. If necessary additional guidance will be provided in accordance with the HSE approved guidance.

Control of Lifting Operations

Specific lifting operations will be controlled through risk assessments and method statements.

Work in excavations and poor ground conditions

Health and safety procedures for work in excavations and poor ground conditions will be controlled through risk assessments and method statements appropriate to the specific situation and will be in accordance with the HSE approved guidance.

H&S OBJECTIVES/STANDARDS FOR THE PROJECT

H&S Objectives / Standards

STANIFORTH DEVELOPMENTS aims to achieve the following objectives/standards while carrying out the construction work for this project.

- Prevent accidents and ill health to our staff, client, (sub)-contractors, third parties and members of the public.
- Achieve all works are carried out in accordance with all relevant legislation and Codes of Practice.
- Provide a place of work that is safe and without risk to health, safety and welfare to all those involved in the project and third parties.
- Consult and communicate to all those involved in the project and listen to given feedback.
- Subscribe to and maintain the standards set out under the Considerate Contractors Scheme.

Project Specific Objectives / Standards

- No RIDDOR reportable accidents.
- Keep possible disturbance to local residents, businesses and general public to absolute minimum.

LIASON BETWEEN PARTIES

Liaison with Parties Involved in the Project

Staff members of STANIFORTH DEVELOPMENTS and the sub-contractors are required to co-operate fully with other parties involved in the projects for issues that affect health and safety arrangements on the project.

Regular project progress meetings will be held with the Client, Designers and other parties involved in the project to ensure liaison between the parties involved in the project. Meeting minutes and any other relevant information will be circulated to the relevant parties involved in the project.

Liaison with Parties Outside the Project

STANIFORTH DEVELOPMENTS will ensure that regular liaison is carried out between the site and local residents and local businesses.

CONSULTATION WITH WORKFORCE

STANIFORTH DEVELOPMENTS recognises that workforce consultation plays a key role in the effective health and safety management on site. At the site induction STANIFORTH DEVELOPMENTS staff members and the sub-contractors will be encouraged to make suggestions, report any unsafe situation, near misses and communicate their concerns and ideas regarding health and safety to the site manager. The company will take into account any reasonable request made by the staff member or the sub-contractor regarding health and safety matters on site.

STANIFORTH DEVELOPMENTS Health and Safety Committee include representatives from site staff. Site staff can approach their representative to identify or flag up any issues relevant to site health and safety.

SELECTION OF (SUB-) CONTRACTORS

STANIFORTH DEVELOPMENTS recognises the legal requirement to ensure that sub-contractors appointed directly the company have the necessary health and safety competence and resources to carry out their work in a safe manner.

The company maintains an Approved List of Sub-contractors (works contractors and designers), from which the sub- contractors are selected and appointed.

Any prospective sub-contractor not already approved by the company will complete an appropriate Sub-contract Health and Safety Questionnaire which will be appraised by management. This requirement relates to the first application to be included on the Approved List, thereafter re-submissions will be at the company's discretion.

Sub-contractors are prohibited from further sub-contracting any work without the written authority of the company and only then to contractors who meet the pre-qualification criteria.

H&S INFORMATION FOR (SUB-) CONTRACTORS

Sub-contractors have been issued with relevant health and safety information during the tender process to allow them to resource and plan their works accordingly.

The Health and Safety Conditions for Sub-contractors have been issued to every sub-contractor and is applicable to this project.

Every sub-contractor will attend a pre-start meeting at which the sub-contractor Quality and Safety Summary is completed to identify duty holders, allocate responsibilities, record common facilities and identify high risk activities and associated controls.

Everyone prior to starting work on site will receive Induction Training at which time all appropriate health and safety information will be given.

In addition to the daily management and monitoring of site activities there will be specific Progress Meetings where health and safety will be discussed, Health and Safety Meetings where Sub-contractors and the workforce will be consulted and there will also be briefings for all personnel engaged in high risk activities.

SITE SECURITY

- Visitors will be requested to identify themselves, and they will not be allowed on site until a STANIFORTH DEVELOPMENTS member of staff has greeted them.
- All other entrances and exits to the site will remain secured at all times.
- Security and staff will make regular inspections of the site boundary to ensure no suspect packages have been left.
- The Site Manager is responsible for ensuring the site is secure at the end of each working day, including the removal or locking down of any access ladders/ stairs to scaffolding and the gantry areas. The scaffolding will be alarmed.

TRAINING FOR PEOPLE ON SITE

INDUCTION

Prior to any person commencing work on site they will receive Health and Safety Induction Training. STANIFORTH DEVELOPMENTS will conduct training for all employees under their control plus for sub-contract management/supervision who are thereafter required to induct their workforce. STANIFORTH DEVELOPMENTS will maintain a record on site of all Induction Training.

RISK MANAGEMENT

All persons associated with site activities which create significant risk of injury will be specifically briefed in the hazards and control measures applicable to the safe system of work. A record will be maintained of the briefing/training.

SPECIFIC TRAINING

All persons employed as plant operators, scaffolders, etc. will be trained to an appropriate training standard, either a CITB Certificate of Training Achievement or equivalent scheme.

TOOL BOX TALKS

Tool Box Talks will be given to instruct and train employees and sub-contractors on specific site tasks as and when necessary. These Tool Box Talks will be recorded and a record maintained on site.

WELFARE FACILITIES

Welfare arrangements for this project are as follows:

- Mess Facility
- Hot Water
- Washing
- Toilet
- First Aid

Where sub-contractors provide their own facilities they are in line with the conditions brought to their attention by issue of Health and Safety Conditions for Sub-contractors. The welfare arrangements are explained to all personnel at Induction Training.

FIRST AID

A suitably equipped First Aid Box, with eye washing solutions, will be available on site at all times together with a trained First Aid provider. If and when a contractor is required to work on site when STANIFORTH DEVELOPMENTS First Aider is not available, enquiries will be made with those contractors to ensure the availability of a First Aider or an Appointed Person (EFAW). First aid facilities will be assessed and provided as per the Health and Safety (First Aid) Regulations 1981 and a suitable First Aider to remain available throughout the contract.

If for any reason the appointed First Aider is not available on site, the Site Manager will make enquiries with the other contractors on site to ascertain if they have any qualified First Aiders.

FIRE AND EMERGENCY PROCEDURES

STANIFORTH DEVELOPMENTS arrangements for dealing with emergency situations are detailed as follows:

Site notice board displayed at appropriate locations will be provided with an Emergency Contacts notice which will provide details of:

- The person responsible for emergency contingencies.
- The procedure for calling Emergency Services.
- The telephone number of the local Hospital, Doctor, Police Station, Gas Board and Electricity Board.
- The name and location of First Aiders.

The Site Manager responsible for Emergency Arrangements and Muster Point arrangements will bring this to the attention of all persons at Induction Training.

The company has developed a Site Fire Plan to identify the proposed Fire Escape Routes and how to raise the alarm. Fire Extinguishers will also be provided on site.

ACCIDENTS REPORTING

STANIFORTH DEVELOPMENTS procedures for investigation and reporting of accidents are detailed in the 'Accident and Incident Reporting and Investigation Procedure'.

All accidents will be investigated and action taken to prevent a recurrence. This includes accidents or incidents involving injury, ill-health and property damage. The depth of the investigation and nature of the report will depend upon the severity and complexity of the accident.

Accident investigation and reporting will be carried out by Site Management.

Through Induction, Pre-Start Meetings and by issue of Health and Safety Conditions for Sub-contractors, all persons on site are informed of the procedures for accident reporting.

STANIFORTH DEVELOPMENTS will provide an Accident Book (BI 510) on site office within which all accidents must be recorded.

Sub-contractors are responsible for investigating and reporting accidents under their control. They will submit STANIFORTH DEVELOPMENTS a copy of all RIDDOR Reportable Accidents (F2508 and a full report if requested).

Sub-contractors will notify STANIFORTH DEVELOPMENTS immediately of any major injury, dangerous occurrence or accident to a third party and they will in conjunction inform the Health and Safety Executive.

RISK ASSESSMENTS (RA)

For the usual activities involved in the construction projects the company has carried out Risk Assessments for Site Based Activities which are included in the Site File. For the specific activities in the proposed works carrying significant health and safety risks, which are not covered in the company Risk Assessments for Site Based Activities, the company will develop specific Risk Assessments and Method Statements as listed in section 20 below. All sub-contractors are required, prior to commencing work on site, to provide Risk Assessments for their activities on site. Their Risk Assessments are included in the File available on site. These risk assessments will be checked by the site and contracts manager for compliance with STANIFORTH DEVELOPMENTS procedures, and monitored by the director responsible for health and safety.

METHOD STATEMENTS (MS)

For the usual activities involved in the construction projects the company has carried out Method Statements for Site Based Activities which are included in the Site File. For the specific activities in the proposed works carrying significant health and safety risks, which are not covered in the company Method Statement for Site Based Activities, the company will develop specific Risk Assessments and Method Statements as listed in section 20 below. All sub-contractors are required, prior to commencing work on site, to provide Method Statements for their activities on site. Their Risk Assessments are included in the File available on site. These method statements will be checked by the site and contracts manager for compliance with STANIFORTH DEVELOPMENTS procedures, and monitored by the director responsible for health and safety.

SITE SPECIFIC RA AND MS

The specific Risk Assessments (RAs) and Method Statements (MS) are proposed to be developed as the project progresses.

COSHH ASSESSMENTS

Where harmful substances cannot be substituted with less harmful substances, each sub-contractor will be required to maintain and issue a register containing all harmful substances that they intend to use on this project.

For each hazardous substance or process identified, the sub-contractor responsible shall produce a task specific COSHH Assessment and issue a Material Data Sheet for the substance. These will be maintained within the project office.

When using hazardous substances the sub-contractor must provide evidence that the findings of each COSHH Assessment has been communicated to their operatives and those affected by the use. These records will be maintained within the project office.

ARRANGING FOR MONITORING

STANIFORTH DEVELOPMENTS arrangements for monitoring site health and safety are as follows: Site Management and supervision are responsible for ongoing monitoring of health and safety.

- The site based Management Safety Representative is responsible for monitoring health and safety and in particular he will conduct a weekly formal inspection.
- The Company's Health and Safety Advisers will visit site on a regular basis and will conduct formal audits and inspections.
- All accidents and incidents will be investigated and recorded as per the detail in the Health and Safety.
- Progress meetings will be held at which the health and safety performance will be reviewed.
- At contract completion a review of the Safety Management System and performance of Subcontractors will be undertaken.

HEALTH AND SAFETY FILE

STANIFORTH DEVELOPMENTS will liaise with the Client/Building Control on the content and compilation of the Health and Safety File for those aspects of the project under its control with reference to the tracking schedule.

Sub-contractors will be consulted and instructed on the compilation of those aspects for which they are responsible.

We confirm that the CDM Coordinator will prepare the Health and Safety File. Information for the Health and Safety File shall be issued direct by STANIFORTH DEVELOPMENTS.

5 SITE WASTE MANAGEMENT PLAN

A Site Waste Management Plan (SWMP) will be prepared that covers the requirements of the Site Waste Management Regulations 2008.

A brief description of what the SWMP includes is listed below:

MANAGEMENT

The Site manager is the Environmental Co-ordinator of the project and as such is responsible for ensuring the instruction of workers, implementation and overseeing of the SWMP.

The Site manager will monitor the effectiveness and accuracy during the day to day working on site. Specific Audits will also be carried out by on a weekly basis by Site Manager via site health and safety inspections and findings and actions recorded.

DISTRIBUTION

The Project Surveyor shall distribute copies of the SWMP to the CDM Co-ordinator, Client; Site Manager and each sub- contractor where relevant/applicable. This will be undertaken every time the plan is updated.

INSTRUCTION AND TRAINING

The Site Manager will provide on-site briefing via induction of project environmental consideration, risks and actions, appropriate waste separation, handling, recycling, re-use and return methods to be used by all parties and at appropriate stages of the project where applicable.

Toolbox talks will be carried out regularly on environmental and waste issues and all sub-contractors will be expected to attend. This will ensure that everyone feels they are included and that their participation is meaningful.

WASTE MINIMISATION

Action	Responsibility	Date When action completed
--------	----------------	----------------------------

Explore possibility of using waste material on site		
---	--	--

	Site Manager	
--	--------------	--

Materials particularly timber procured from renewable source (FSC) approved.		
--	--	--

	Buyer	
--	-------	--

Tyres on lorries leaving the site to be washed (where and when required) to avoid contamination of nearby roads.		
--	--	--

	Site Manager	
--	--------------	--

Where possible plasterboard sheets are to be made to standard sizes in order to reduce the amount of off cuts		
---	--	--

	Site Manager	
--	--------------	--

All of the above act to reduce the amount of waste and surplus materials, which traditionally would be skipped and sent to landfill. We are continually identifying waste minimisation actions and these will be updated in the above table.

SEGREGATION

A specific area shall be laid out and labelled to facilitate the separation of materials for potential recycling, salvage, reuse and return. Recycling and waste bins are to be kept clean and clearly marked in order to avoid contamination of materials.

The labelling systems shall be the Waste Awareness Colour Coding Scheme. If the bins are clearly identified the bulk of the workforce will deposit the correct materials into the correct bin. Bins for segregation of waste identified currently are:

- Wood
- Metal
- Brick/rubble
- Canteen waste

As works progress and other trades come to site other bins will be placed to enable certain waste to be removed from site.

This is likely to include:

- Plasterboard
- Paper and cardboard (bagged up)

WASTE MANAGEMENT

Waste materials fall into three categories for management, these are:

- Re-use
- Recycle
- Landfill

Re-used

If surplus materials can be used in the permanent works they are classified as materials, which have been re-used. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for reuse.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for recycling such as SOxSO timber to make chipboard.

Landfill

If either of the above cannot be satisfied then the only option left is to send the surplus materials to landfill. However, landfill is always a last resort.

Table for waste types and waste management Packages

Demolition

Concrete	Reuse on site/Landfill
Masonry	Reuse onsite/Landfill
Timber	Re-cycle
Subsoils	Landfill
Metals	Scrap value
Plasterboard	Re-cycle/landfill

Construction Works

Metal reinforcement	Scrap value
Metal off cuts	Scrap value
Timber	Re-use
Paper/cardboard	Re-cycle
Canteen Waste	Landfill

MONITORING

The skips will need to be monitored to ensure that contamination of segregated skips does not occur. Therefore we will advise regularly on how the waste management system is working.

We will continually review the type of surplus materials being produced and where we can change the site set up to maximise on re-use or recycling and the use of landfill will be the last resort.

The plan will be communicated to the whole project team regularly.