RK Wilson Builders Ltd

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METHOD STATEMENT
Construction of 5no 2 Storey Dwellings

Land to rear of 100 London Road, Long Sutton, Spalding, Lincolnshire, PE12 9ED

Prepared by : John Grannell
Date : 22nd February 2018
Checked by : Mike Shale
Amended :

PROJECT MANAGEMENT STRUCTURE

Site Manager : Dean Wilson Mobile: 07788 754996



HEALTH AND SAFETY ADVISERS

Risk Management Solutions
30 Cambridge Street
St Neots
Cambs, PE19 1JL
Tel: 01480 210489
E-Mail: mail@rms-safety.co.uk

Contact: **Andy Grannell** CMIOSH
Mobile: **07949 825036**

1.0 SCOPE OF WORK

1.1 The project consists of the development of 5no 2 storey dwellings, a mix of 3 & 2 bed residences, to be of traditional construction, works to include associated infrastructure works, installation of drainage and services runs, hard and soft landscaping.

2.0 SEQUENCE OF WORK

2.1 Preparation and Material Delivery

2.1.1 Prior to commencement of work, all RK Wilson personnel will receive a site safety induction and a specific induction on this Method Statement from the Site Manager. All personnel will then sign in and be authorised to commence work.

2.1.2 All plant, equipment and materials will be delivered to site.

2.1.3 Storage areas will be kept clear of all obstructions and will be reasonably level, and arranged so that clear access and sight lines are provided.

2.1.4 All plant movements will be controlled by Banksmen (Signallers) supplied by RK Wilson. Particular care will be exercised when vehicles are reversing.

2.1.5 All equipment will be checked for serviceability prior to use for the first time.

2.1.6 RK Wilson personnel will walk the site and work areas to familiarise themselves with the site layout and hazards.

2.2 Access / Egress to & from Site

2.2.2 Access to the site will be via London Road, through the previous development directly north of the site, direct access will be via the entrance between dwellings 100 & 98a. Every effort will be made not to disrupt those entering or leaving the properties within the previous development. Contractors will be able to park on site.

2.2.3 The site area will be protected by Heras fencing along with the existing fence, to prevent access to third-parties.

2.2.4 Suitable signage will be displayed at the site entrance to warn members of the public about the dangers of construction sites.

2.3 Workplace Lighting

2.3.1 General access lighting to be provided if required, which will consist of lighting towers and generators to ensure good light levels are maintained.

2.3.2 We do not envisage the requirement of any task specific lighting as work will be taking place externally during hours of day light. If light levels deteriorate work will cease.

2.4 Site Clearance / Excavation of Footings / Concreting Footings

2.4.1 Prior to any excavation work the site will be checked for existing services, using utility services plans and cable avoidance equipment. Any identified services will be marked using line-marker paint. No mechanical digging will be undertaken within 500mm of known services

2.4.2 Excavations and site clearance will take place using a 360º excavator and a forward tipping dumper to remove top soil to the stock pile area. Levels will be to profiles as set out by the Site Engineer. Spoil will be stock-piled and then eventually loaded into tipper lorries and taken away to land-fill or recycling facility.

2.4.3 Sub-base material for site roads will be delivered and tipped. The 360 excavator will lay sub-base and a mechanical vibrating roller will compact it to form road construction.

2.5 Construction of Piled Foundations and Ring Beams

2.5.1 Supply, level and compact crushed concrete piling mats to Engineer's requirements using tipper lorries, 360 excavator and vibrating roller.

2.5.2 Piling operations to be undertaken under Piling Contractor's separate method statement.

2.5.3 Piling arisings will be loaded into a forward tipping dumper by the 360 excavator and taken to spoil heap.

2.5.4 RK Wilson operatives will attend the piling rig as instructed on site by pilers.

2.5.5 Excavate using mini diggers in and around piles to construct ground beams.

2.5.6 Crack piles using hydraulic pile cracker and mini diggers fitted with hydraulic breakers to avoid hand-arm vibration hazards.

2.5.7 Saw cut pile heads using air powered abrasive wheel.

2.5.8 Place pre-formed reinforcing cages, constructed to Engineer's details, using excavator as mobile crane as necessary.

2.5.9 Pour and place concrete, using ready mix concrete and mechanical concrete pump. Operatives will then remove air bubbles from the concrete using vibe-pokers.

2.6 Construction of Beam and Block Floors

2.6.1 When the concrete has cured, bricklayers will lay cavity walls in HD concrete blocks (100mm, 7newtons) up to DPC level. DPC will be installed.

2.6.2 Concrete floor beams will be positioned using mobile crane as required to all floor areas.

2.6.3 Pallets of concrete blocks will then be lifted and placed by crane and beams will be in-filled with blocks by hand as work proceeds.

2.7 Construction of External Drainage

2.7.1 Excavate and lay domestic storm and foul drainage runs using a 360 mini-digger to a maximum depth of 1.2m. Compact drainage trenches using vibrating compacting plate as work proceeds. Pipes will then be installed onto pea-shingle. Pipes will be laid to correct falls using laser levels as per Engineer's drawings.

2.7.2 Depending on ground conditions, the excavations will be battered or benched to prevent any trench collapse when operatives are making pipe connections within the trench.

2.7.3 Air test for leaks.

2.7.4 Add pipe bed to cover pipe.

2.7.5 Back fill in 225mm layers and compact with compacting plate.

2.8 Connection of New Drain in to existing Foul Manhole

2.8.1 The existing foul manhole will be exposed and excavated to 1.0m below the manhole surface to enable entry of the new foul pipe by hand digging. The existing manhole will be cut using a pneumatic disc cutter and hand-held breaker to form the new opening. The foul sewer will remain live during this process, to that end operatives undertaking the work will wear protective overalls and suitable rubber gloves.

2.8.2 The new pipe will be lowered in to position using the excavator and haunched to seal the connection.

2.8.3 A gas monitor will be in position in the base of the excavation at all times when work is being undertaken, to detect the possible presence of hydrogen sulphide. If the alarm sounds, operatives will leave the hole immediately – there will be no

lone working or un-supervised working in the excavation. Access will be via secured ladder.

2.8.4 The excavation will be back-filled and compacted in 225mm layers

2.9 Forming New Bell Mouth and Road Construction

2.9.1 A new bell mouth will be formed. Road formation as per Engineer's specification.

2.9.2 All work to take place on the public highway will be carried out in accordance with the New Road and Street Works Act and suitably signed, barriered and coned in accordance with Chapter 8 requirements.

2.9.3 Works will be planned and supervised by a New Roads and Street Works qualified Supervisor and operatives.

2.9.4 Kerb haunching will be laid and kerbs installed using an appropriate kerb lifting device to minimise the effects of manual handling and resulting back injury to operatives.

2.9.5 Edging kerbs will then be laid and footpaths constructed consisting of compacted sub-base and tarmac wearing surface.

2.9.6 Laying of tarmac sub-base and top course by specialist contractor under separate method statement.

2.10 Fencing to Site Perimeter

2.10.1 Post holes to be dug by hand

2.10.2 Posts to be positioned and braced with temporary timber support. Concrete to be laid, tamped by hand and left to cure.

2.10.3 Timber rails to be fitted to posts with 150mm nails.

2.10.4 Featheredge or similar to be applied thereafter.

2.10.5 Heras fencing will be installed on a temporary basis to form the entrance to site and its compound.

2.11 Carpentry Work (Joists, Trusses, Floors etc)

2.11.1 **Floor Joists** – operatives will first mark out the positions of the joist hangers, as per the relevant drawing, usually set out at 400mm centres.

2.11.2 Joist hangers will be fixed in place by hand, using a hammer and galv roofing nails.

2.11.3 Once hangers have been installed onto the timber beams, the floor joists can be lowered into the hangers, hangers will be tacked to the floor joists using galv nails.

2.11.4 **Flooring** – floor boards will be laid on top of floor joists and fixed at appropriate intervals to the joists, using a paslode nail gun. Nail guns will be in good condition and used my competent operatives only.

2.11.5 Operatives using nail guns will be wearing eye protection and gloves, on top of the mandatory PPE.

2.11.6 **Roof Trusses** – roof truss packs will be lifted into place using a mobile crane (methodology covered under the lifting plan)

2.11.7 The roof truss positions will be set out and marked as per the relevant drawings, usually at 600mm centres.

2.11.8 The roof trusses will be spaced out in as per the marks made on the timber ring beam/header.

2.11.9 Once the trusses are plumb and the spacing's are correct, the trusses will then be temporarily braced against one another, using timber bracing, fixed with paslode nails.

The trusses can then be fixed to the timber ring beam/header and the permanent internal bracing can be fitted.

2.12 Fascia's /Guttering

2.12.1 Fascia's will be fitted to the plots during the 'roof carpentry' phase of works, the required amount of fascia board will be landed on the nearest loading bay by the forklift. Operatives will then distribute the material along the scaffold platform as required.

2.12.2 Fascia's will be installed as per the relevant drawing, they will be fixed in place as per the manufacturer's instructions, using hand tools.

2.12.3 Guttering/downpipes will be installed as per the relevant drawing, access will be via the independent scaffold platform.

2.12.4 Downpipes will be fixed to the brickwork with their corresponding brackets, screws and wall plugs.

2.12.5 No unsafe working at height shall take place at any time.

3.0 RISK ASSESSMENTS

3.1 Risk Assessments for relevant operations have been undertaken and are contained within the Site SHE Management File for the project.

3.2 Suitable control measures as identified in the Risk Assessments will be followed by our operatives.

4.0 PLANT AND EQUIPMENT.

4.1 360º excavator
4.2 Mini-excavator
4.3 Forward Tipping Dumper
4.4 Vibe-poker.
4.5 Disc cutter, breaker and compressor
4.6 Various hand tools.

4.7 All plant and equipment will be maintained and inspected on a daily basis with records of inspection made in the Site SHE Management File on a weekly basis.

4.8 All construction vehicles will have a banksman in attendance particularly when reversing operations are taking place.

5.0 PERSONAL PROTECTIVE EQUIPMENT

5.1 All personnel will wear hard hats, protective boots & high vis jackets or vests.

5.2 Goggles to BSEN-166B, ear defenders and appropriate gloves will be worn when using the disc cutter and hand-held breaker for cutting / breaking concrete.

5.3 PPE will be utilised as a control measure as a last option, we will always seek to control hazards at source using the standard Hierarchy of Control Measures.

6.0 PROTECTION OF 3rd PARTIES / RESTRICTIONS TO CONSTRUCTION

6.1 The risk to third parties from the Company's activities will be assessed, and suitable control measures will be implemented to ensure the health and safety of third parties, namely exclusion from construction areas / excavations using barriers and suitable signage to warn other site personnel and members of the public.

6.2 All vehicles leaving site will proceed with caution on the surrounding public roads and observe the local speed limits. Vehicles where necessary will have their wheels washed off if site conditions require it prior to driving on public roads to prevent mud being deposited.

7.0 TRAINING

7.1 All operatives will be suitably competent and hold the necessary certificates of training for the relevant plant and activities.

7.2 All operatives' certificates and records of training are retained within the Company Office and are available for inspection on request.

8.0 EMERGENCY AND FIRST AID ARRANGEMENTS

8.1 All Company personnel will be inducted on arriving at site by the Site Manager. Actions in the event of emergencies will be detailed at this time.

8.2 A trained first aider will be on site at all times with first aid facilities located within the site office.

8.3 The location of the nearest A&E Hospital is indicated within the Site Fire and Emergency Plan, which will be displayed in the Site Office, and will be communicated to all operatives during the induction:

The Queen Elizabeth Hospital
Gayton Road
King's Lynn
Norfolk, PE30 4ET

Tel: 01553 613613

9.0 OCCUPATIONAL HEALTH, COSHH & ENVIRONMENTAL CONTROLS

9.1 There will be no requirement for Health Surveillance, however, all operatives must read and comply with the Manual Handling guidance contained within the Site SHE Management File.

9.2 All waste will be separated on a like for like basis and disposed of accordingly.

9.3 It is not envisaged that operatives will be exposed to any substances hazardous to health apart from cement, live sewer, vehicle fuels and lubricants. It should be remembered that all work will be undertaken in well ventilated work areas. See COSHH Assessments contained within the Site SHE Management File.

10.0 SITE SUPERVISION ARRANGEMENTS

10.1 There will be a full time Site Manager (Dean Wilson) on site. He will plan, supervise and co-ordinate all operations in consultation with the Company SHE Adviser.

10.2 The Company SHE Adviser will undertake unannounced safety inspections as required to ensure compliance with best practice and safety legislation generally.

11.0 WELFARE & DISCIPLINE

11.1 The Site welfare facilities, provided by RK Wilson, will be used by our operatives, they will not be abused or misused and will be treated with respect. Operatives will not leave any rubbish in welfare areas.

11.2 Welfare facilities on site will be in full compliance with the Construction (Design and Management) Regulations 2015.

11.3 The Client personnel and representatives (when on site) will be treated in a courteous manner at all times. All operatives will be dressed in an appropriate manner and will refrain from using foul language and abusive behaviour.

11.4 Smoking will not take place at the workplace; it will only be allowable within a designated smoking area.

11.5 Breaches of discipline will attract an initial verbal warning, followed by a written warning and finally the operative will be dismissed from site.

12.0 LEGISLATIVE COMPLIANCE

12.1 Company activities will be in accordance with our Health and Safety Policy and Procedures manual, the Construction Phase Health and Safety Plan, this Method Statement, Risk Assessments and COSHH Assessments. We will also fully comply with current legislation, guidance and best practice:

Any comments on the content of this method statement should be directed to the undersigned. If there are any changes that are required to be made, to this Method Statement, the SHE Adviser will be consulted and the necessary changes will be made.

For and on behalf of the Company



John Grannell
Company Safety, Health and Environmental Adviser

METHOD STATEMENT ACKNOWLEDGEMENT

I have read and understand the above Method Statement, and will comply fully with it.

If the Method of Work needs to change for any reason, I will first consult with the Site Manager, who will then consult with the Company SHE Adviser to discuss the proposed revised Method of Work.

Name	Company	Signature	Date

METHOD STATEMENT AMENDMENTS / ADDENDUMS

Important note
If any change to this agreed method statement is required due to site conditions it must first be discussed with the Site Manager or SHE Adviser. A revised method of working will then be discussed and agreed. Revisions to be itemised below

CHANGES TO METHOD STATEMENT WHICH HAVE BEEN AGREED WITH SITE MANAGER OR SHE ADVISER

I confirm that all the changes have been agreed with the Site Manager.

Name of Person Making Changes:

Signed: **Date:**