METHOD STATEMENT

CHAMBERS COURT

SPALDING

LINCS

PE11 2QP

1. Working hours and Delivery of Goods.

The hours of work will be 7.30 till 5.30 Monday – Friday 8.00-12.00 Saturday

No work to be carried out on Sundays or Bank holidays, with the exception of emergency works in the interest of safety.

Goods delivered to the site will be offloaded to a designated secure compound.

All deliveries to take place, during the working hours of the site.

2. Parking

Contractors to van share to minimise vehicle numbers. A hardstanding will be constructed upon the site which will be designated for parking and unloading. The site will be dampened down whenever there is an extremely dry spell to prevent any nuisance from dust.

3. Work access areas

Goods access and delivery will be via newly formed front entrance to site and to be agreed with the site manager upon booking deliveries in.

4. Wheel Washing

During Construction operations vehicles exiting the site may carry deposits of Soil or mud, trapped on their tyres, out on to Chambers Court & Albion Street

To prevent this occurring, a wheel cleaning regime will be implemented. Wheel cleaning will consist of two simple operations carried out by designated operative, suitably attired for this work.

1. Before leaving, the vehicle will stop and turn the engine off. If necessary, any heavy deposits will be removed manually using scrapers or the like.

2. Following step one, wheels will be washed using a high-pressure jet wash lance ensuring that any residual deposits lodged in the tyres are removed. If required, the vehicle will move forward slightly to ensure that the complete circumference of the wheel is clean.

On completion wheels, will be inspected and confirmed that the vehicle is fit to leave site.

The site operatives will ensure that water used during wheel washing operations does not migrate out onto the main highway.

5. Security

The site will have `Herras` security fencing to the frontage with Chambers Court. The site area will be checked over by the site manager daily, prior to opening and closing. A check of both front and rear of the site will be done to ensure cleanliness and clearance of entrances and exits. No small tools to be left on site overnight and any plant machinery left on site at contractors' own risk. There is no onsite storage area.

6. Health & safety principles and objectives for the project

The Main Contractor is responsible for this policy and its implementation, through all contractors.

The site manager will be responsible for establishing and maintaining safety standards and instructions on this site in compliance with all applicable regulations.

Safety reviews are an ongoing procedure, and regular safety checks must be carried out both internally and externally.

All operatives/contractors and staff have the right to work safely and all must be aware that they have a legal duty to work in a safe manner and co-operate in helping to create safe working conditions.

All staff/contractors must be appropriately trained and competent to carry out the work in which they are doing and carry out their responsibilities in accordance with the act.

All safety equipment/PPE is to be worn as deemed necessary in accordance with the statutory regulations by all staff/contractors.

All small tools that require PAT testing must have been inspected and be in date. All plant/machinery must have inspection certificates, LOLER if required.

CDM regulations to be implemented and instructed to all staff/contractors.

7. Arrangements for principal contractor to give directions and co-ordinate other contractors

Directions will be given verbally on site by the PC for the duration of the works.

8. Site meetings

Site meetings to be held each week with all relevant parties (time and day to be agreed) to discuss the progress of the works and other relevant issues that may arise. Co-ordination with other contractors will normally be carried out before or after weekly site meetings or if appropriate through telephone calls and impromptu site meetings.

9. PPE requirements



10. Hazardous substances

Any hazardous substances that are to be used on site must have a COSHH assessment produced. These will be contained within the health & safety file. There are no facilities on site to store hazardous substances. Any spillages/exposure must be reported immediately.

11. Working from height

You must aim to avoid work at height where it is reasonably practicable to do so. Where work at height cannot be avoided, you must prevent falls using either an existing place of work that is already safe or the right type of equipment, minimise the distance and consequences of a fall by using the right type of equipment where the risk cannot be eliminated.

Do as much work as possible from the ground. Ensure workers can get safely to and from where they work at height. Ensure equipment is suitable, stable and strong enough for the job, maintained and checked regularly.

Make sure you don't overload or overreach when working at height. Take precautions when working on or near fragile surfaces. Provide protection from falling objects. Consider your emergency evacuation and rescue procedures.

12. Tools and equipment

All equipment or tools brought onto the site will be of sound construction and will meet statutory requirements applicable to these tools or equipment.

13. Permits to work.

Permits to work will be required to undertake some works on site. These permits will be arranged and issued by the site manager when required.