

## Method Statement

## **Introduction**

The Construction Programme & Method Statement provides a general overview as to how we see the works will be phased & constructed. We shall look to further develop them with the Design Team as we proceed in the Construction Stage.

The following information has been developed from the tender information available, WH Snow procedures, Health & Safety Regulations, Considerate Constructors guidelines & observations made during our site visit.

All Local Authority licences and permits will be obtained prior to commencement.

## **Site Access**

Site access will be from the Queen Square Plaza and from Whitechapel.

As the development is within a city centre area and adjacent to a busy bus terminal we would expect high volumes of both vehicular & pedestrian traffic. We will therefore develop a materials delivery programme that will meet the needs of the construction programme but will prevent "ad hoc" deliveries. This programme will help to minimise disruption.

All deliveries to site will be planned so they arrive at times suitable to the flow of traffic and pedestrians.

Delivery vehicles will park in the taxi rank, which has been designated for our use between 7am and 8pm. Off loading will be done with the assistance of a banksman.

To secure the site we will erect a 2 metre high decorated hoarding with openings for pedestrian gates.

All site visitors will be required to "sign in / out" at a designated point in the site accommodation.

We will establish a Traffic Management Plan that will be incorporated within the Construction Phase Health & Safety Plan that will detail the procedures required for the management of access to from & around the site. We will establish separate pedestrian & vehicular access points & protected pedestrian areas inside the compound.

### **Method of transporting & off loading materials**

Many of the materials brought to site will be packaged so they can be manually handled onto site.

Bulk heavy materials will be off loaded in the taxi rank by use of a hyab fixed to the delivery wagon bed. These will be done out of hours so not to cause any disruption.

The delivery of the new steelwork to site will be subject to the subcontractors own method statements & risk assessments. The structural engineer will confirm steel section sizes thus allowing weights to be calculated & a delivery / lifting plan developed.

### **Parking**

All visitors & contractors will be restricted to parking off site only. Arrangements have been made with Queens Square Car Park.

### **Protection of Third Parties**

The site accommodation will be located inside the building.

The site boundary will be surrounded by a decorated hoarding that will provide both security for the site & protection of 3<sup>rd</sup> parties on the general public side whilst the works are ongoing. Inside the site will be more fencing separating material storage & safe access & egress into the work area.

Warning signs will fixed to the hoarding alerting 3<sup>rd</sup> parties to the dangers on site with informational & directional signage showing safe pedestrian walkways & site access & egress for both visitors & operatives.

### **Scaffold**

After consultation with our scaffolding designer / subcontractor, debris netting or Monaflex sheeting will be secured to all external scaffold elevations. This will provide a barrier for containing any small items should they be dropped & help to contain any dust transfer from site.

### **Protection of Site Personnel & Visitors**

WH Snow Ltd has a strong commitment to site safety with safety legislation rigidly adhered to, therefore entry onto site will be strictly controlled with only persons with the appropriate ppe allowed entry onto site.



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Our site management team will enforce our good house keeping policy & ensure all operatives have the necessary training & induction upon arrival on site. Unannounced visits from our external Health & Safety Coordinator will ensure that regular safety audits are carried out.

### **Noise**

Noise could be a major issue for adjacent building occupiers & the surrounding residential houses. Therefore for the safety & comfort of those in the vicinity of the site & 3<sup>rd</sup> parties we will minimise noise levels by the following: -

- Updates on the progress of the build in the form of regular letter drops to neighbours.
- The use of sound suppressed equipment wherever possible.
- Issuing PPE equipment & ensuring that it is worn at all times.
- Forbidding the use of radios & audio equipment in site.
- Careful selection of particular working techniques & timing of activities.
- Agreement of a timetable of operations with the consultant team.

We shall monitor noise levels on site & take any necessary corrective measures to ensure that statutory limits are not exceeded.

### **Waste Management**

Waste will either be separated & removed from site & separated at our skip suppliers waste transfer station.

### **Site Security**

The works will be secured at the end of each shift.

Any dangers will be clearly defined and fenced off.

Queens Square security will monitor the site.

## **Construction Methodology**

The following items are a general breakdown of the "Tender Construction Programme" & will generally proceed as follows:

- Receipt of order.
- Consultant team / client review.
- Liaison with BREEAM Coordinator.
- Design development.
- Pre planning /procurement.
- Application made to Considerate Contractors Scheme.
- Application made to service providers for temporary site supplies.
- Application made to service providers for permanent unit supplies. (if applicable).
- Health & Safety advised.
- Mobilisation
- Site establishment.
- Demolition and soft strip
- Erection of structural steel beams
- Floor infill
- Walls & floors.
- Cladding Works.

## **Mobilisation**

Upon appointment, we will finalise contractor design portions in line with procurement programme. Information schedules will be issued to the client / consultants along with information cut off dates.

Health & safety notified & form F10 received.

Applications for necessary licenses & permits. Orders placed with subcontractors.

## **Site Establishment**

A temporary 2m high fence will be erected around the perimeter of the site. This will provide security for the site.

The site accommodation will be located in the the building on the first floor.

Signage & traffic control measures will be established around the site with signage fixed to the fencing with directional signage from the main road outside the site boundary to assist site visitors & deliveries.

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Additional site lighting will be installed within the site area for the duration of the works.

### **Commencement of Construction Work**

Site works will commence with the isolation of services and purging of ductwork. The soft strip and removal of mechanical and electrical services can then commence.

Demolition of internal walls and staircases can then commence and be brought to the ground floor to a collection point. At a time suitable for loading wagons the debris will then be removed from site straight to wagons located in the taxi rank.

### **Erection of Steelwork and Floor Infill's**

The steelwork will be erected via mechanical lifting apparatus located within the site. The structural steel beams will be secured to the existing beams via designed bolted connections. Erection will be in one single phase..

The steel will be delivered to site in sequenced loads & laid out on timber baulks at ground floor prior to erection. Erection sequence to be determined by the subcontractor & will form part of his method statements & risk assessments.

Edge protection & netting or crash decks will be set up at 1<sup>st</sup> & 2<sup>nd</sup> floor levels.

The holorib sheets will be fixed in place as per the structural drawings.

The concrete will be placed via a concrete pump located in the taxi rank along with the concrete wagon. This work will be completed out of normal hours.

### **Internal Walls.**

The internal walls are stud partitions and will be constructed as per the subcontractors method statements.

### **Windows / Curtain Walling**

Shop fronts will be installed as per the subcontractors method statements.



### **Cladding Works**

Scaffold towers will be located behind the hoarding line on Whitechapel and wrapped around going up the staircase to the plaza.

Scaffolding will be erected over the top of the Genting Club to the gable end and will wrap around onto the pavement next to the bus lanes.

The works to Whitechapel will be done from MEWPS with the works to the plaza being accessed from mobile towers.

The cladding panels are affixed to a helping hand system fixed back to the external walls.

LED lighting strips will be placed prior to the panels being fitted to illuminate the sections of perforated panels.

All installation to be as manufacturers recommendations.

### **Snagging / Defects**

It is our policy at WHS to try & achieve a "snag free" handover as we have systems in place for snagging as the works progress throughout the contract. It is always our intention to ensure that the completed project exceeds the client's expectations.

### **Commissioning**

We will aim to achieve a system that is fully tested & commissioned at handover.

### **Handover**

Our Draft Health & Safety Files & Operating & Maintenance Manuals will be issued 4 weeks prior to Practical Completion with M & E certificates to be added at PC along with any amendments to the files after comments received from the Consultant Team.

The manuals will inform the client of all aspects of the build from products installed to maintenance & replacement parts.

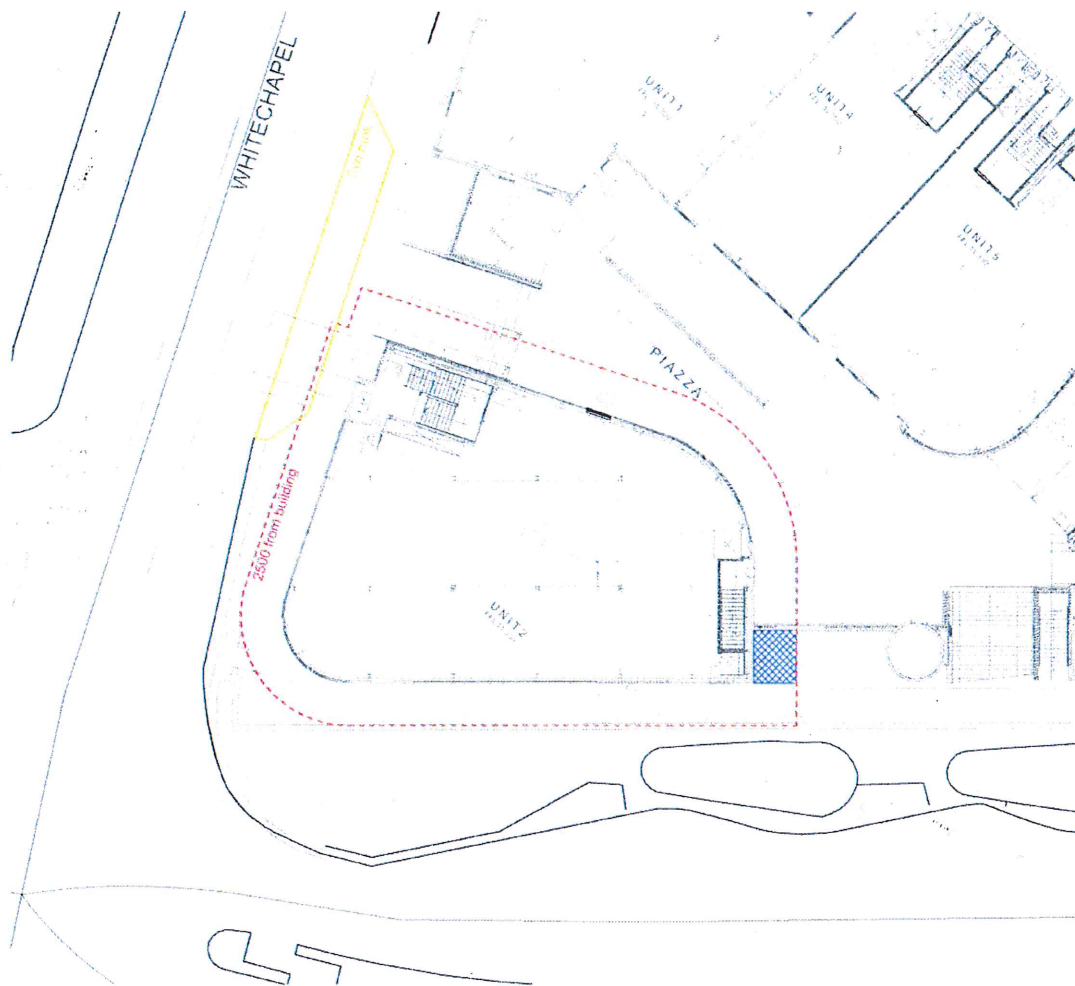
Contact details of all members of the team are included as well as subcontractors & suppliers.

All test results, commissioning certificates etc... will be included.

In addition to the manuals we will, at the clients convenience, organise a "teach in" where the client / end users will be invited to walk around the project with us & our specialist subcontractors, with us demonstrating & discussing the operating & maintenance of all aspects of the project.

A DVD recording of the client teach in will be issued with the Health & safety Files.





Scale 1:200 @ A3  
DK-Architects