



Construction Method Statement

Project: Residential development to form 24x2 bedroom flats

Site address:

37 Broadwater Road
Welwyn Garden City
AL7 3AX

Date of works: 24th Oct 2018 - 11th Nov 2019



Registered House-Builder

BISHOPSWOOD ESTATES LIMITED

Portland House, 1st Floor, 69-71 Wembley Hill Road, Wembley, Middlesex, HA9 8BU, England
Telephone: 020 3141 1600 Fax: 020 8903 2380

Registered in England & Wales Number 1575985

Description of activity

Change of use of an office building to form 24x2 bedroom residential apartments with balconies, the construction of an additional two stories and a four storey side and rear extension with roof garden, layout of 26 car parking spaces and cycle parking, internal access routes and supporting infrastructure. Involves:

- Site fencing and workers access
- Excavations
- Foundations
- Steel and reinforced concrete structure
- Concrete slabs
- Brick and blockwork
- Carpentry and joinery
- Roofing
- Electrical and plumbing
- Painting and decorating

Work Method

- Each stage to be planned and work carried out in a logical manner
- All existing services to be isolated and checked before works
- Works will be carried out by trained and experienced persons
- Scaffolding erected by qualified persons, to be inspected daily
- No un-authorised persons allowed on site during works, steps are to be taken to ensure public are kept out of work areas
- Area Inspected before works commence daily and at suitable intervals during the day
- Any work on ladders/scaffold to be planned, floors to be level and
- Warning signs if required
- PPE to be worn at all Times
- All areas to be kept clean and tidy at all Times to reduce tripping and slipping
- All waste materials to be placed in designated skips and removed by licensed waste carriers only

Supervision and personnel

- There will be a full time Site Foreman on site at all times. He will plan, supervise and co-ordinate all operations.
- The Contracts Manager will visit site and will ensure compliance with this method statement, the programme and methodology as agreed with the Principal Contractor.
- The Company Safety Adviser will undertake unannounced safety inspections as required to ensure compliance with best practice and safety legislation generally.

Training

All operatives are adequately trained to carry out required tasks.

All site operatives hold current certification and have the following training:

- CSCS certification
- ECS certification
- JIB trade cards
- Working at heights training

All operatives' certificates and records of training are retained on site and are available for inspection on request.

Legislation

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

- Health and Safety Work Act 1974
- The Management of Health and Safety at Work Regulations 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Control of Asbestos Regulations 2012
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- Control of Substances Hazardous to Health Regulations 2002
- The Work at Height Regulations 2005
- The Personal Protective Equipment at Work Regulations 2002
- The Manual Handling Operations Regulations 1992
- The Construction (Design and Management) Regulations 2015
- Electricity at Work Regulations 1989
- The Pressure Systems Safety Regulations 2000
- Pressure Equipment Regulations 1999 (SI 1999/2001)

Working at height

When working at height, site operatives must ensure that the working area is cleared on a period basis to ensure that there is continually a clear and safe working area to prevent slips trips and falls.

Lifting equipment

- All lifting equipment should be checked and an Inspection Record kept
- The correct lifting tackle must be selected to match the load type and size
- Ensure all lifting accessories are clearly identifiable with the SWL clearly marked and if required colour coded
- All accessories must have a current thorough examination certificate and copies held on site
- All accessories must be inspected before use; any damaged items to be taken out of service and removed
- Accessories must be securely attached and SWL must not be exceeded, the lifting vehicle, crane or excavator for example to have the SWL clearly marked
- Only trained and competent persons to sling and unsling all loads
- Chains and ropes must not have joints or knots and under no circumstances should equipment not made for the purpose used.
- All lifts under constant supervision and control of qualified personnel wearing the colored Hi-Vis vest jacket that clearly identifies them.

Occupational Health, COSHH and Environmental Controls

Health Surveillance will be necessary due to HAVS, inspections of readily detectable conditions will be carried out by a responsible person acting within the limits of their training and experience, Health Records will be kept, on site health monitoring will be undertaken, check hands on a regular basis for any symptoms of vibration white finger such as finger blanching, numbness, tingling and loss of dexterity. All operatives must read and comply with the Manual Handling Guidance within this Method Statement.

So long as the requirements within this method statement and risk assessments contained within are complied with the work poses a low risk to health.

It is not envisaged that operatives will be exposed to any other substances hazardous to health apart from vehicle fuels and general dust. It should be remembered that all work will be undertaken in a well-ventilated work area and asbestos removal works, should it be required, will be undertaken with the appropriate controls in place.

PPE requirements

- Hard hats
- Safety boots
- Hi-vis vest
- Safety gloves
- Safety glasses

Welfare

Welfare arrangements are supplied by the client or principal contractor. These should be in line with Schedule 2 of the Construction Design & Management Regulations 2015.

(CDM). All sites are to have a minimum amount of welfare facilities available for workers, which include the following:

- Toilets
- Washing facilities
- Drinking water
- Changing rooms and lockers
- Heating
- Rest facilities

First aid

Refer to the onsite safety notice board for all first aid information.

A first aid box with enough equipment to cope with the number of workers on site should be provided for by the client or principal contractor.

All Company personnel will be inducted on arriving at site each day by the Bishopswood Estates Site Foreman. Actions in the event of emergencies will be detailed at this time.

Principal Contractor will provide Fire Points local to main entrances to the building in accordance with the site Fire Plan.

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

Emergency procedures

The client or principal contractor will ensure that the existing site emergency procedures are followed and that relevant information is given to operatives at time of induction or when changes are made to procedures.

The closest hospital is:
New Queen Elizabeth II Hospital
44 Princes Avenue
Welwyn Garden City
AL7 4HJ
England, United Kingdom