



Roche Building, Broadwater Road, Welwyn Garden City

CONSTRUCTION METHOD STATEMENT (Ref 1882/FULL)

1. Description of the project

Project consist of converting existing listed office building into 34 apartments

2. Health and Safety

A health and safety file will be prepared with risk assessments and Method Statements for all trades and activities.

This will be strictly adhered to and constantly monitored and updated by the Construction and Site Managers.

3. Site Visitors

All visitors and contractors that have not worked on this site before will undergo an induction by the Site Manager prior to being allowed on site.

The Site Manager will ensure that the appropriate high visibility and safety clothing will be worn by all visitors.

4. Staff/Contractor Wellbeing

Fully heated office, canteen, washing/services will be provided for the appropriate number of staff. These will be kept clean and regularly serviced by cleaning contractors. Location of welfare facilities is indicated on drawing number 501-60.

5. Deliveries, Loading and unloading of plant and materials

Site will be accessed of the Otto Road. All deliveries will be scheduled and planned to arrive on site as listed in table below. All delivered will be booked 2 weeks in advance. All suppliers will ring Site Manager 1hour prior to arrival on site. Site Manager will ensure that there is no more than one delivery being offloaded/loaded on site at any one time. Only authorised plant and vehicles will be allowed on site. Building will be constructed using a rage number of prefabricated elements to reduce frequency of deliveries.

Vehicle Type:	Permitted arrival/delivery times	Frequency
7.5t Vehicles	8:30AM-5:30PM	2-3/Week
Over 7.5t Vehicles	9:30AM-2:00PM	1/every 3 months
Cranes	9:30AM-12:00PM	1/every 3 months

All vehicles will approach site from Broadwater Road. Small delivery vehicles will enter the site in a forward gear and will be parked in a safe off-loading area as indicated on drawing number 501-60. These will be able to turn around and exit site in forward gear. Prefabricated elements will be delivered on HGV lorries and will enter the site in a forward gear as shown on drawing number 501-60. HGV will need to reverse on to main road. All vehicles will approach site from Broadwater Road. All vehicles leaving site will have to turn left towards Bridge Road East. All vehicle movements to and from site will be supervised. There will be 3no traffic marshals/banksmen on site to assist with deliveries and if necessary we will use 'stop/go' signs to minimise disruption to traffic. 'Site Entrance Warning' signage will be displayed on each side of crossover. Extra precaution measures will be taken during deliveries and additional resources will be allocated to monitor safe movement of pedestrians.

6. Contractors Parking

Provision will be made for contractor's and visitors parking within the site whenever possible. Contractor Parking is indicated on drawing number 501-60.

7. Road Cleanliness

Hard standing and wheel washing facilities will be installed on site. Wheel washing points have been indicated on drawing number 501-60. Although a clean off-road hardstanding will be provided at all times, there will also be site operative allocated to keep the road clean at all times. If necessary, a road cleaning vehicle will be employed.

8. Working Times

Work will be restricted to the following times:-

- Mondays to Fridays – 0800 to 1730
- Saturdays – 0900 to 1300
- Sundays and Bank Holidays – no work

9. Residential Amenity/Control of Dust and Noise

- Noise will be kept to a minimum at all times with machinery being turned off when not in use.
- Dust will be kept to a minimum and a water spray will be utilised when necessary. All works which might cause excessive dust or noise will require a 'permit to work' which will be issued and controlled by our Site Manager.

10. Preliminaries/Hoarding/Security/Advertising displays

- The site is secured by a 2.4m high hoarding to north, east and south of the site. Hoarding will be incorporating lockable gates next to designated off-loading area. Hoarding will be regularly inspected and repaired as and when required.
- Set up site office, canteen and washing facilities, refer to drawing number 501-60
- All existing services have been disconnected where necessary
- The hoarding will be enhanced by the addition of laminate display boarding all as indicated on drawing number 501-70 including attachments

11. Storage of Materials

Storage of materials will be within the site and kept off the highway. Site storage areas are indicated on drawing number 501-60.

12. Waste Control/Recycling

Demolition Contractor will be employed to remove asbestos and carry out soft strip. All contaminated materials will be disposed by a licenced contractor. There will be at least 1no rubbish skip on site at all times, which will be supplied by a company holding valid Waste Transfer Licence. All metal arising from the demolition will be separated and sent for recycling. All clean concrete and masonry will be taken to a recycling yard and processed for re-use as inert sub-grade.