

	<b>METHOD STATEMENT</b>	Ref: CS03
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# Groundworks Package

**Demolition of existing ground & basement floor slab  
Installation of temporary works design propping  
existing boundary walls installation of king posts,  
concrete planks & thrust Blocks.**

## *Acorn House*

Document Reference No:		
<b>Authorised By:</b>	<b>Name:</b>	<b>Signature:</b>
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Issued to: MYCO		
Response required by (date):		MS Approved/Agreed by:
<b>MS Approved/Agreed Status:</b> <i>(Indicate by circling relevant option)</i>	<b>YES</b> <i>(Accepted, ready for implementation.)</i>	<b>NO</b> <i>(Rejected, work cannot commence, must be amended &amp; resubmitted.)</i>

Revision Records				
Version No	Issue Date	Pages / Section Amended	Prepared by	Approved/Agreed by
1		All	Anthony O'Connor	All Above
2				
3				
4				

Distribution of Controlled Copies			
Issued Copy No	Issue Date	Recipient Name	Company Name
1			<b>MYCO</b>
2			
3			
4			

 The logo for Konform Concrete Structures, featuring a stylized 'K' inside a circle above the word 'KONFORM' and 'CONCRETE STRUCTURES' below it.	<b>METHOD STATEMENT</b>	<b>Ref:</b>
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*Note:* The latest issue will be retained by the Project Manager. All signatures must be collected on a hard copy of this document & kept in the Site Safety Files. Acceptance sheets issued by the client or principal contractor are to be attached to the hard copy

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**OPERATION:** Breaking out the Ground floor slab and basement Raft slab and Installation of Kingpost & Propping

**DATE WORKS TO COMMENCE:** 17/04/23

## 1. SCOPE OF WORKS

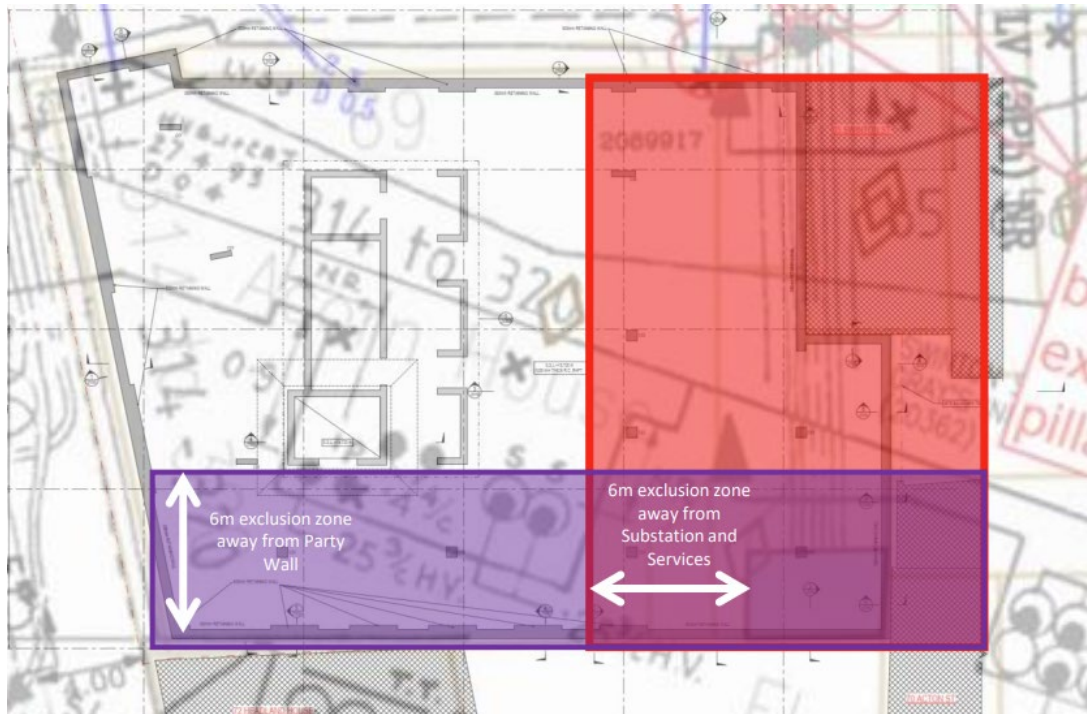
The purpose of this method statement is to outline the construction procedure that will be implemented for the breaking out of the ground floor slab/Raft Slab and the installation of the kingposts and propping system as per CDS Temporary Works design and sequencing.

## 2. SEQUENCE OF WORKS

**This method statement needs to be read in conjunction the risk assessments in Appendix A.**

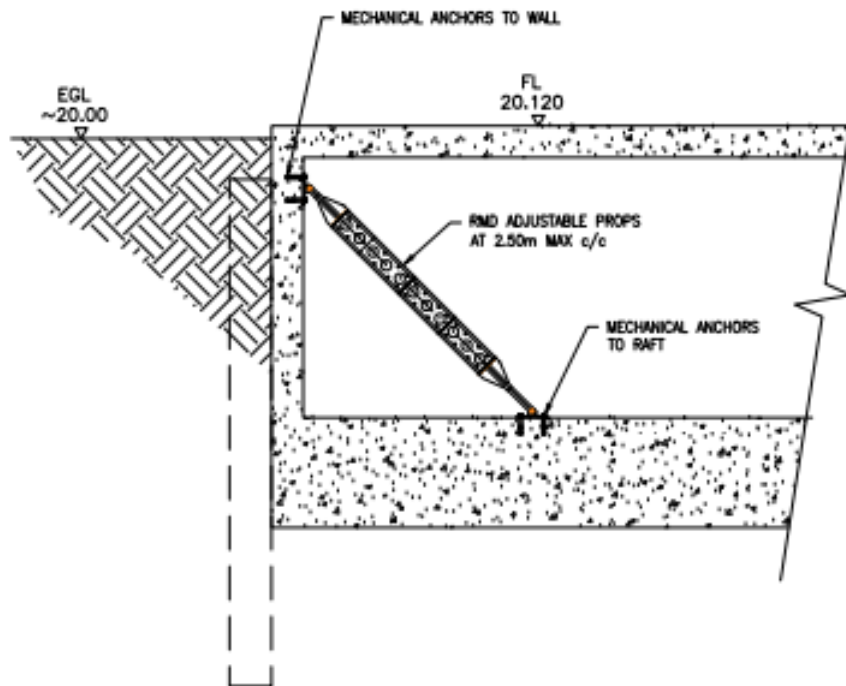
The sequence of works will be as follows:

- Set up an exclusion zone around the red UKPN exclusion zone along No.65 Swinton St and No.70 Acton st. The exclusion zone should be set with barriers and adequate signage, no works will be conducted in this area until MYCO has instructed to do so.

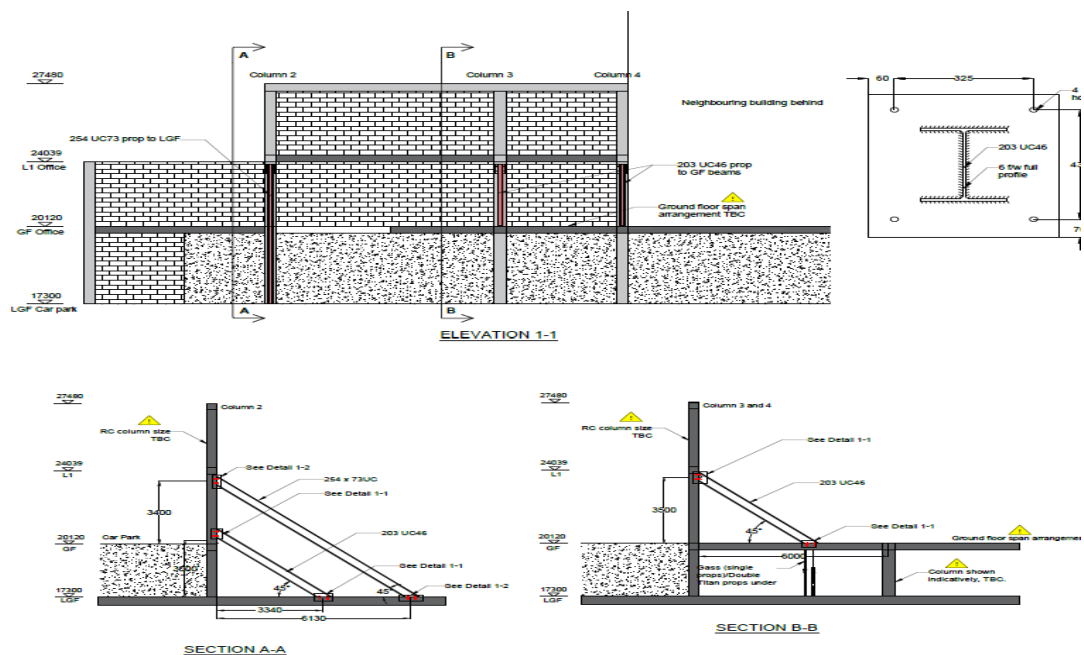


- Prop the perimeter walls to existing raft with RMD Raking shores at Max 2.5m centres as per temporary works drawing KF.23.100.DWG01

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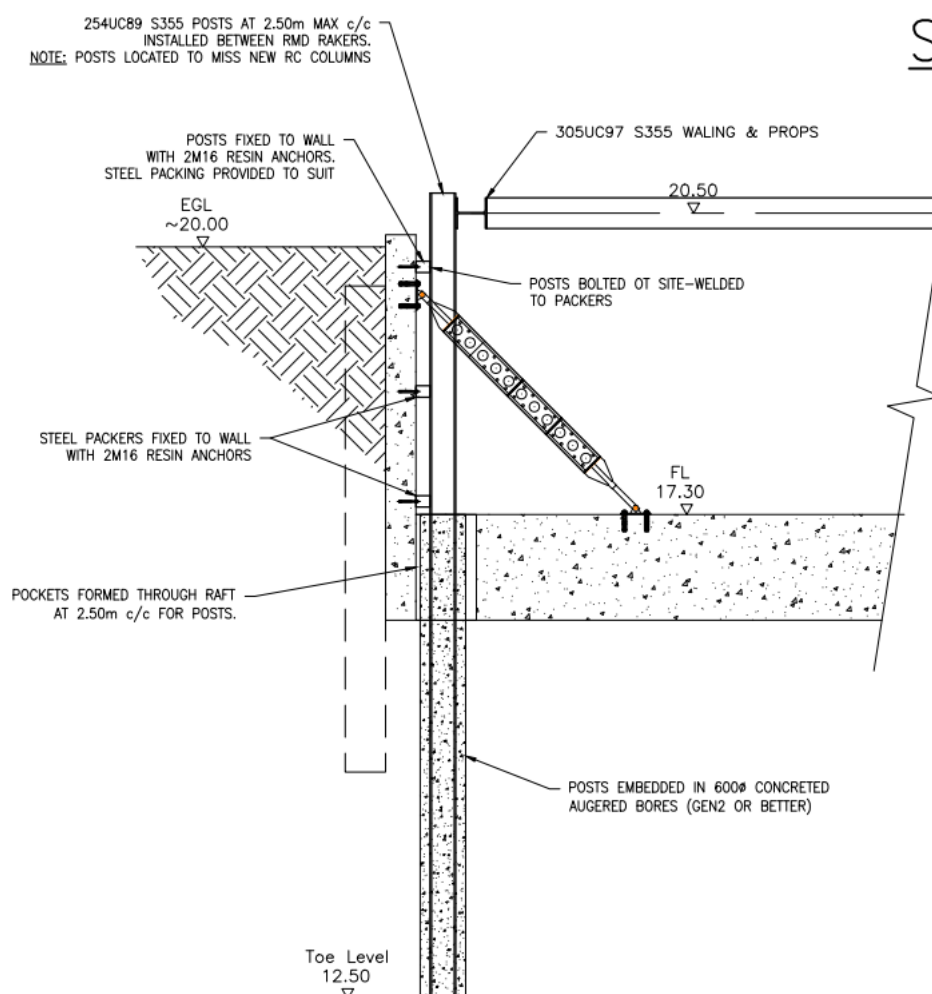


- Once entire wall is propped and signed off by the temporary works supervisor the ground floor concrete slab can be broken out using a 13t excavator, breaker and selector grab. The broken concrete will be put in a stockpile and crushed into small pieces with another excavator ready for disposal.
- Care is to be taken when working around the existing propping to the garden wall on the south elevation at headland housed. The raking shores will be protected with a crash deck.



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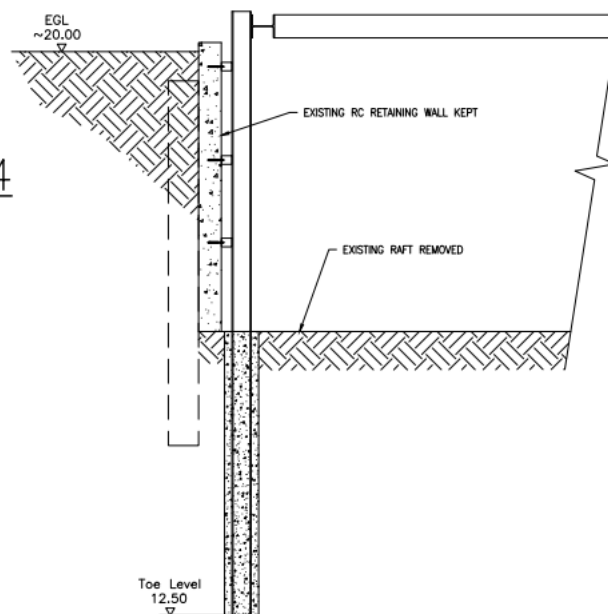
- Break pockets locally through the basement raft at 2.5m centres, excavate down to the level specified on the temp works drawings, attaching an auger, drill down to the depth specified on temp works drawing and lift kingpost into position with the excavator and surround in concrete.



- Install whaling beam around the perimeter of the ground floor, fixed to all the posts, then install the flying and raking shores, once they have been installed and signed off by temporary works Co Ordinator the rest of the basement slab can be broken out and disposed of. Concrete cutting operatives will perform separation cuts around the basement slab using both methods a track saw or diamond drilling to reduce the noise and vibration on the neighbouring properties. Before Drilling/Breaking out can commence a pilot hole will have to be drilled to allow for set up of drilling rigs this is especially necessary for the wire saw cutting rig. Protection will need to be sufficient to prevent both dust ingress and damage that may arise from broken concrete falling/splintering on to the plant or machinery.

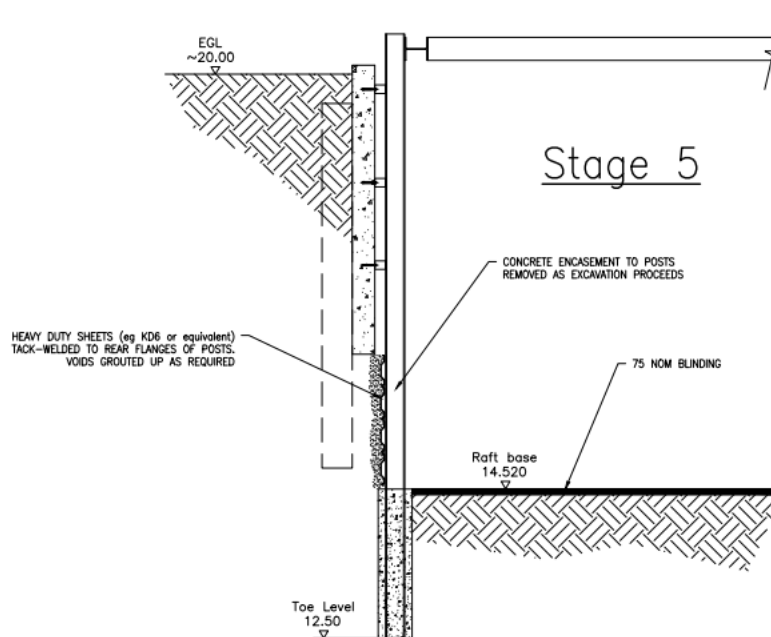
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### Stage 4



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- As ground is reduced precast concrete panels will be installed to retain the ground, these will be lifted into position between the webs of the steel kingpost and grouted behind to stop any movement.
- Note movement monitoring to the adjacent boundary walls will be performed by KONFORM site engineer at intervals recommended by the Local Authority Guidelines and information will be shared weekly with Point2 and the adjoining Surveyors [ronan@hardingbond.co.uk](mailto:ronan@hardingbond.co.uk) & [james.velissarides@delvapatmanredler.co.uk](mailto:james.velissarides@delvapatmanredler.co.uk) [sandipbhamra@gmail.com](mailto:sandipbhamra@gmail.com)
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### Stage 5



- Exclusion zones around excavations, moving plant and segregated walkways are to be maintained at all times and moved accordingly as works progress.
- Temporary works are to be checked on a daily basis and monitoring to neighbouring properties number 65 and Headland house will be carried out at the required intervals.

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Protection will need to be sufficient to prevent both dust ingress and damage that may arise from broken concrete falling/splintering on to the plant or machinery. **Work shall not commence until a permit to work has been issued by MYCO following their inspection of the protection.**

### 3. HAZARD IDENTIFICATION/RISK ASSESSMENT

Please see the following Risk Assessments.

Manual Handling

Working at height

Noise

Site Tidiness

Breaking out concrete

Use of Vibrating Tools and Plant

Detailed risk assessments have been produced for all activities

Spill kits for incidents involving hazardous materials will be located in the KON store. A plan showing the location of the stores will be placed on an information board (KON Task briefing station) situated around the site.

COSHH Assessments held in KON Office File, and passed onto MYCO site nurse.

An additional copy is to be given to store man, for use when operatives use substances.

### 4. PREVENTATIVE AND PROTECTIVE MEASURES

Refer to control measures listed within Risk assessment(s).

There will be a temporary works drawing in place when works start, these RAMs must be read in conjunction with the temporary works drawing. Permits to load must be issued by a temporary works co Ordinator prior to breaking out any concrete and a temporary works register must be kept up to date at all times.

The RMD propping solutions will be suitably protected during the demolition to ensure no lumps of concrete fall onto them and cause damage or vibration to the Garden Wall or the retaining walls. The solution will be nominal local crash-decks between the RMD props and the underside of the gf floor slab

Within the works manual handling will occur whilst operatives carry the equipment to the desired location. This will be reduced or eliminated where possible by minimising the need to move the equipment or acquiring mechanical means to do so.

Site tidiness will be essential throughout all tasks and will be maintained and monitored by all supervisors.

A daily task briefing will be given to all operatives that will be involved along side the initial method statement reading and this will be recorded on the task briefing sheet.

Permit to work system is to be adhered to, to prevent any risk of injury to either third parties or operatives entering into a third-party work area.

Wear suitable PPE.

### 5. TRAINING, INFORMATION AND INSTRUCTION

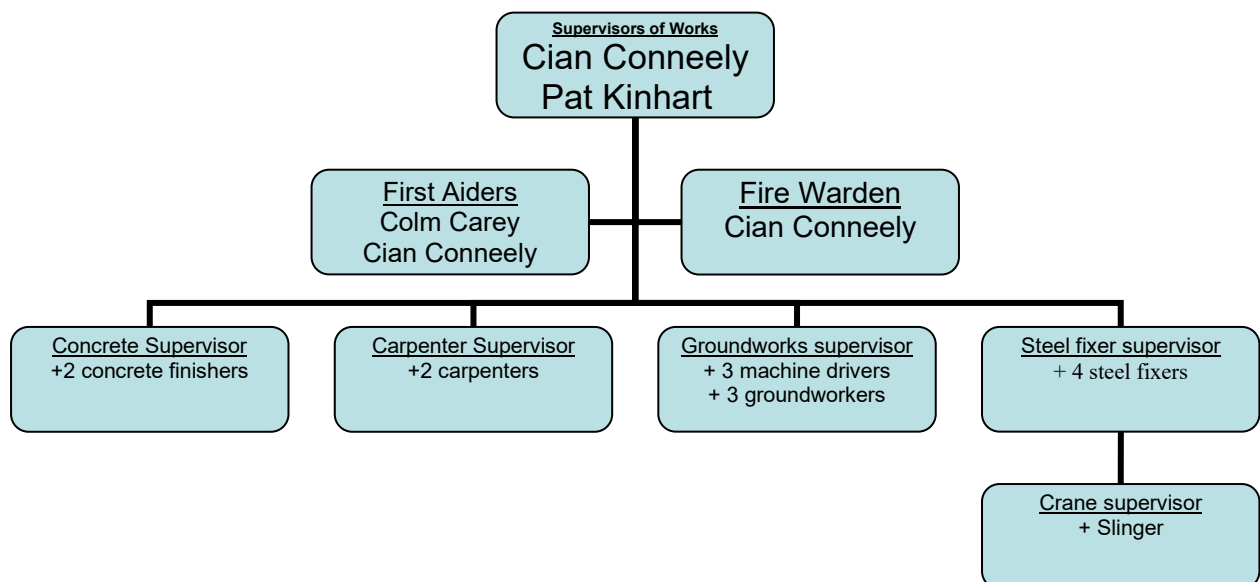
- All operatives will receive a site induction from MYCO and KON prior to starting work on site.
- Operatives involved in this activity will be briefed before work starts, and daily on any changes to the system. Proof of the briefing will be recorded by dated signature, and the record sheet will be held in the site safety file for inspection.
- Additional Toolbox talks will be held covering all safety aspects associated with the tasks.
- All operatives will have obtained appropriate certificates (or be in the process of attaining), i.e. CSCS, CPCS, CISRS



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- Where required, plant and equipment will be inspected and certification. These records will be retained on site within the Konform. Site safety File.
- All operators involved with this task must be confined space trained.

## 6. SUPERVISION AND RESOURCES



## 7. MATERIALS

Plywood/Timber  
Titan equipment  
Making good materials  
Steel beams  
Concrete

## 8. PLANT & EQUIPMENT

Excavators  
RMD megashores  
RMD superslims  
Floor Saw  
Core Drills  
Dust buster  
Various hand tools.  
Compressors and compressed air tools.  
Jet wash  
Environmental Monitoring Equipment  
Brokk robotic machines

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Access equipment

Labour, as required – Groundworkers, Carpenters and Concrete operatives

Plant, equipment and accessories will have current certification that will be retained in the Site Safety File. Regular inspection and examination will take place and records will be maintained as required.

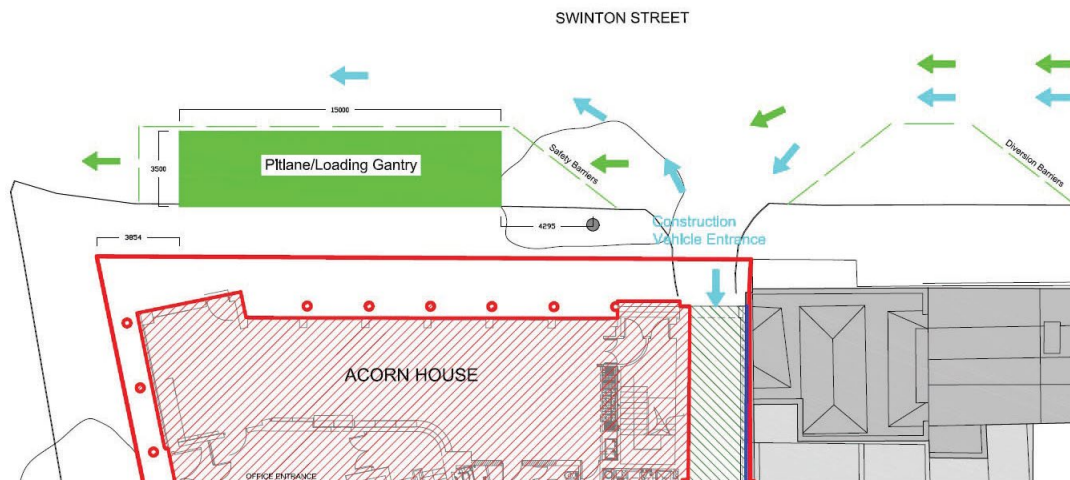
Plant and equipment is regularly serviced as part of Konform. Quality Assurance procedures and, where required, labelled with "next service due" date - refer to Project Quality Plan for full details.

## 9. TECHNICAL INFORMATION

Temporary works drawings will be issued for the kingpost piles, both phases of propping and the trench box design for the excavations. The drawings should be followed at all times and works supervised by a temp works co-ordinator

## 10. ACCESS AND EGRESS

Construction vehicles will access the site from the vehicle entrance on Swinton Street. This will have vehicle control barriers installed to protect the public. All loading and unloading will be carried out within the pitlane, except for 'special deliveries' that will be pre-agreed with the Local Authority (i.e. mobile crane use etc).



Access to and from the initial work area will be via HAKI stairs.

Access to excavations for the kingposts and props will be via trench steps

Appropriate signage will be used in conjunction with the barriers to ensure safety at the work area for our own, and other, operatives.

Close liaison with other trades will take place when areas are handed over to ensure appropriate handrails are in place before Konform remove their material.

## 11. WASTE CONTROL

Waste Skips are to be provided by KON. Refer to Environmental Plan for details of the waste carrier. All waste to be kept separate from general site waste to maximise recycling of aggregates. Separate skips to be provided.

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## **12. THIRD PARTY PROTECTION**

Clear signage will be displayed to ensure people within the vicinity are aware of the works taking place. Where applicable exclusion zones, set to the appropriate distance, will be set up to eliminate the risk of injury to third parties around the work when breaking out the temporary slabs. All works will be happening within site boundaries.

Permit to work/enter system operated by MYCO must be adhered to.

## **13. EMERGENCY ARRANGEMENTS**

In case of injury, initial treatment should be provided by site first-aiders. Injured persons requiring further treatment should be taken to Hospital, by either site transport, or ambulance (dial 999). Follow Safety Policy requirements for accident reporting procedure. Any incidents will be reported to MYCO Staff.

For evacuation procedures during Fire etc refer to the Fire Plan which can be found in the MYCO Construction Health and Safety Plan

**High standards of housekeeping and site tidiness must be maintained to ensure clear access at all times, should the emergency access be required.**

Note: This may need to be co-ordinated by MYCO where other contractors are in the vicinity of our works.

Nearest hospital:

St Thomas Hospital  
Westminster Bridge Road  
London SE1 7EH  
Tel: 020 7188 7188

## **14. COMMUNICATION**

Once MYCO approval has been given, supervisors, as named on the cover page will be issued with the method statement and required to sign the coversheet that will be retained in the Site Safety File.

Operatives involved in the operations will have the risk assessments and method statement explained to them at a specially convened "toolbox talk".

Proof of attendance will be required, and an acknowledgement sheet signed and dated by all that attend.

Weekly toolbox talks will be held covering safety and environmental aspects such as Excavations, Access, Plant, COSHH, PPE, etc. CITB book GT700 "tool box talks" may be used for general talks.

As part of Konform company safety policy, Daily Task Briefings will be undertaken at the start of every day with all operatives, to ensure that each operative is fully aware of on site responsibilities and emergency/task specific procedures. A signed record of these briefings will be kept by each individual KON line manager.

## **15. PPE**

All site mandatory PPE must be worn and any other as deemed necessary by the task i.e. working at height.

The PPE for the task is highlighted in the risk assessments and will be explained during method statement training as well as part of the toolbox talks and daily briefings given.

The minimum requirements of PPE to be worn by all operatives: -

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- Hard Hat to EN397
- High Visibility Vest/Jacket to EN471 (orange for slinger/signallers).
- Safety Footwear to EN345
- Safety Eye Wear to EN166 optical clarity 1 impact B
- Gloves to suit the hazards of the task with a high abrasion/cut rating and low tear rating

Additional PPE if required e.g. dust mask / Dust suits / ear protection / Suitable eye and ear protection will also be worn when undertaking this work as required by the COSHH assessments.

## **16. POWER**

All power tools will only be operated using 110V. All 110V tools will be PAT tested and tagged.

## **17. LIGHTING**

All lighting required for Access and Egress is to be provided by MYCO. KON will provide adequate task lighting.

## **18. WORKING PLATFORMS**

Titan decking for access and support for the concrete being broken out.

## **19. EXCAVATIONS**

Permit to excavate to be obtained prior to commencing any excavations. All excavations over 1m in depth to have trench boxes or trench sheets installed and propped as per the temporary works drawing.

## **20. FIRE**

In the event of fire, operatives are to follow the standard evacuation procedures and exit the areas as instructed/directed by the designated Fire Marshals.

All hot works will be by permit scheme. A copy of which will be kept by the operator. A fire extinguisher will be present when carrying out hot works. We do not expect these works to require a hot works permit.

## **21. INFORMATION & INSPECTION**

A copy of this method statement will be submitted to MYCO for approval.

Once approved, personnel will attend a toolbox talk - proof of attendance will be retained in the Site Safety File.

## **22. MONITORING & ENVIRONMENT CONSIDERATIONS**

Site management, supervision, visiting managers and safety advisers will monitor personnel compliance with this method statement.

Permit system to be checked daily by KON Permit manager.

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Any proposed variations in the method of work will be reviewed and the Method statement will be revised and resubmitted for approval. Once approved, it will be re-communicated to the workforce. Before any work commences all KON operators will attend a MYCO site induction from where they will be issued with a swipe card for entering and exiting the site. Working hours will be from 8:00 – 18:00 during the week and from 8:00 – 13:00 on Saturdays

- The KONFORM Project and Site managers are SEATS trained to provide a high level of Environmental awareness during the project and will implement and deliver the work package with due regard to the environment and sustainability project requirements of Camden Council.
- Storage of materials as required under COSHH: COSHH is to be stored in the designated COSHH storage container at ground floor level at a suitable distance from the Garden Wall so that any unlikely fire risk to the Garden Wall is eliminated. The storage box will have labels describing the contents and COSHH data sheets are to be kept in the site office and all operatives and personnel to be briefed on them before use.
- Refueling on a hard standing only, away from drains and receptors, always. Initially. All refueling will be done with drip tray/plant nappy protection in case of any drips or spills. There will be a spill kit ready at all times.  
- Housekeeping: All generated rubbish will be segregated and placed in waste bins, with specific 'waste class' signage. These Bins will be positioned in the Welfare storage area initially, and the waste removed periodically to avoid overflow.
- **Noise, vibration and dust:** All environmental control measures applied to plant and equipment shall be maintained in good and efficient working order and operated such that noise, vibration and dust emissions are minimized as far as reasonably practicable. All plant and vehicles will comply with the Camden emissions standard and NRMM legislation.
- Prior to any works starting, ensure the relevant control measures are in place such as Echo-barriers, Monitoring Equipment, Environmental Champion (FLS), HAV's being recorded and damping down when dust is being created.
- Lighting (background and task)

**Note: It is important that all method statements are followed explicitly. Unauthorised variations are not permitted.**

 <p><b>KONFORM</b> CONCRETE STRUCTURES</p>	<b>METHOD STATEMENT</b>	<b>Ref:</b>
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## **Appendix A**

### **Risk Assessment**

 <p><b>KONFORM</b> CONCRETE STRUCTURES</p>	<b>METHOD STATEMENT</b>	<b>Ref:</b>
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**Appendix B**  
**COSHH Data**