

(To be submitted prior to commencement of Work)

Project Name: 41 & 42 Chester Terrace	Project Number:	C314
Company: Sherlock Interiors	File Name / Number:	004
Title / Task : Removal & reconstruction of West Boundary Wall (6no bays)	Revision Number:	0
Date of Issue: 22 June 2015	Main Contractor Contact:	Tony Davies

Other Trade Contractors to be copied with Method Statements and Risk Assessments for information, co-ordination and interface purposes:

Revision No:	Date	Reviewed by Main Contractor:	

By accepting this Method Statement the Main Contractor does not assume responsibility for any errors or omissions by the author. The Trade Contractor is not relieved of statutory obligation to provide, monitor and revise their safe system of work during the progress of the task. Any revisions to the document must be agreed with the Main Contractor prior to execution

1.0	PROPOSED START DATE:	January 2	016	PROPOSED START TIME:	8.00am (No Noisy works before 10am)
1.1	EXPECTED DURATION:	Removal 2	Week – R		
1.2	EXACT LOCATION(S): ATTA (If Necessary)	ACH PLAN Sherlock Interiors Contracting Ltd Drawing SICL-CT-001 Site Logistics Plan Rev 02 Marked up to show 6no bays.		awing SICL-CT-001 to show 6no bays.	
1.3	DOCUMENT PREPARED BY:	Martin Lan	gdon		
1.4					
	Removal of Boundary Wall and and incorporating a new concr	ry Wall and railings to the entire west elevation of the property and reconstruction reusing existing rails new concrete strip footing.			
	SCOPE / SEQUENCE OF WC Provide A Full Detailed Description	DRKS: n Of What The	Project Ent	tails.	
	 Seek Crown Paveme Erect new timber hoad painted Royal Park G Before commencing far and bolt fixings to kee Carefully breakout extreme to make r Carefully cut top bary bays. Manually lift out each Break down existing brite Enlarge excavation a Place Ready Mix com Construct new one britocations. Render all wall faces Bed new stone copin 	 cription Of What The Project Entails. vement permission to move hoarding onto pavement approx. 500mm from existing boundary wall. r hoarding with 100x75mm posts set into pavement, hoarding constructed in 15mm plywood and ark Green to match existing. cing the removal of the railings we will brace the railings at the bottom using 4 x 2 timber battens to keep rigidity of the railings at the bottom. but existing coping stone to expose fixings of the existing posts. A section of the coping stone will take replacement copings for future reinstatement. bar with 9" diamond blade in 4 sections at approx. 1.5m long (180kg). Repeat operation for all 6 each section and place in purpose made plywood storage boxing's that will remain on site. sting brick footings, leaving clean sides for new concrete strip foundation 600mm deep. tion at pier locations prior to concreting. x concrete to desired design strength required by Structural Engineer in excavation. one brick English Bond Low Level wall using sand / lime mortar incorporating thickening at pier 			
	 Carefully remove exists brace and weld cut to (repeat process bay be) On completion redect The pavement hoard in Marshall Green Moor 	sting railings from storage, shot blast to remove old paint work and place in pre-cut hole / op rail. Once weld has been ground and cleaned, lead caulk base of railings into coping by bay). corate railings in accordance with the Crown Estate Specification. ting will then be removed to allow the replacement of existing concrete paving flags with r Random Rustic paving stones (duration 4 weeks).			

		RISK	RISK
2.0	RISK ASSESMENTS ATTACHED:	Manual Handling	
	A list of identified risks throughout the task will be noted	Hand Tools	
	task/significant risk identified.	Mechanical Breaker	
	See Appendix:		
2.1		Metallic Lead	
	COSHH:		
	This will highlight which COSHH Assessments and		
	manufacturers Data Sheets must be attached to the		
	See Appendix:		
		Load to be positioned mechanical	ly as close as possible to its
2.2	MANUAL HANDLING:	final position to reduce the distance	e for manual handling.
	What activities require manual handling? How will you minimise manual handling, what training will your	Operatives will have been trained	in the methods of kinetic
	operatives receive?	lifting and handling techniques. Ha	and hooks, suckers or other
	Cas Annandin	lifting aids will be employed (speci	ty) where practicable.
	See Appendix:	I eam lifting will be carried out und	ter the direction of a
		similar abilities. No person may be	required to manually handle
		a load unless supervisors are satis	sfied that they are suitably fit.
		willing and able to do so.	
2.3		In accordance with the provisions	of the Control of Vibration at
	What tools will generate vibration above 2.5ms. How	Work Regs 2005, Sherlocks are c	ommitted to ensuring that
	will you minimise Vibration	vibration at or above the daily exp	operatives to hand-arm $osure limit value (5 m/s2A(8))$
	Soo Annondix:	is prevented by the implementation	n of a programme of
	See Appendix.	organisational and technical meas	sures.
2.4	NOISE:	Sherlocks personnel will take all n	ecessary actions to minimise
	What activities will generate noise. How will you	noise impact within and around th	e surrounding areas of the
	you undertake a noise assessment?	site; this will include installing nois	e protection where applicable
		such as baffling, and absorption m	nethods / materials.
	See Appendix:	Signage is to be displayed when o	creating noise and hearing
		to use.	hable for people in the violatity
		Ear protection must be worn when	using tools and equipment
		that omit high levels of noise e.g.	grinders.
2.5	ACCESS / EGRESS:	Access/egress be achieved via the	e Outer Circle
2.0	Describe access, both on to site and to the workplace		-
	once on site. Reference should be made to road	There is no parking on site and as	s such envisage all our labour
	unloading, restrictions on stopping, parking etc. On site	getting to site via public transport	
	consideration should be given to one-way circuits and		
	section could also be used to describe availability of on-		
	and off-site parking for contractors. Consideration of		
	movements of material, operatives, vehicles, waste.		

3.0	No OF PERSONNEL/JOB TITLE (NAMES IF APPLICABLE):	1no Architectural Metal Worker, 2no Carpenters, 2no Handymen, 2no Bricklayers, 1no Stone mason & Traffic Marshall when required.
3.1	SUPERVISOR (WITH CONTACT No): OR PERSON ON SITE THAT IS IN CHARGE	Name: Tony Davies No: 07817 886814
		Training Certs/Qualifications: SMSTS / First Aider
	l	
3.2	PLANT / EQUIPMENT/TOOLS: This section is purely a list of plant and equipment that it is proposed to use on site. It may be useful to include dimensions, weights etc. This box can then be referred to later when specific risk assessments are attached for the various operations/activities. Copies of Plant/Equipment and maintenance records will be required including competency certification for all Operative.:	Straight edge Cordless/battery operated screw gun 9"Cut-off grinder (Note, discs to be changed by trained personnel only). Hammer action 110 volt breaker Electric 4/3 Concrete mixer
3.3	MATERIALS: List of materials to be used	100 x 75 sawn tanalised timber 15mm WBP Plywood Re-grade bricks Lime mortar Render including galvanised beads Dulux Trade Paint Lead Stone coping as manufactured by Chilstone C35 Ready Mix concrete
3.4	TECHNICAL INFORMATION: Any information that is critical to the Health & safety of the project; this may include elements of the structural engineer's reports, previous Health & Safety plans, any design drawings or specifications that may be available.	N/A
3.5	WASTE REMOVAL: How will waste be removed from site? Consider location of skips, provision of bins and what collection arrangements will be put in place. Disposal of controlled waste?	Bagged up on a daily basis and stored in an appropriate location until enough waste has been generated, than a wait and load vehicle will be arranged to collect waste materials.
3.6	HOUSEKEEPNG and STORAGE: How will materials be stored on site? How will you maintain the required standard of housekeeping?	Personnel will ensure that their work areas are kept free of trip and slip hazards by ensuring that tools and materials are kept in a tidy manner. Tools not in use will be put away in toolboxes or secure containers. Cables will be routed safely to avoid trips. Personnel will report any obstructions to site management. Designated site storage area will be provided by Sherlock Interiors

4.0	PERMITS REQUIRED: YES / NO	Yes
4.1	PERMIT TYPE:	Hot Work Permit
4.2	ISSUED BY:	Tony Davies (Project Manager)
4.3	SECURITY ARRANGEMENTS:	N/A
4.4	TRAINING OF PERSONS INVOLVED: Outline clearly activities requiring training that are going to take place on site. If a certain standard of training is required, then ensure it is detailed here. Operatives must be competent to undertake the tasks they are expected to carry out (all training requirements must be fulfilled prior to operatives being set to work) and Main Contractor will require copies of certification.	All Staff to be CSCS or CPCS holders, only trained operatives are to use tools, vehicles and to erection scaffolds/podiums
5.0	MANDATORY SITE PPE (AS PER BRITISH AND EUROPEAN STANDARD:	The minimum requirement to be worn at all times on this project will be: Safety Helmet BS-EN 397 Safety Boots BS-EN 345 SBP Hi-Vis Vest BS-EN 471 Table 1 Class 3 Gloves EN388:2003
5.1	TASK SPECIFIC PPE: Identified as per risk assessment.State grade and standard.	N/A

6.0	EMERGENCY ARRANGEMENTS FOR:	
6.1	RESCUE: This should include address, phone where the first aid kit is held, a rescue plan for specific operations e.g. Confined space Falls from Height Isolated work areas	N/A
6.2	FIRST AID ON SITE (QUALIFIED PERSON): First Aid Equipment and certification required	First Aiders: Tony Davies Tel: 07817 886814 Hospital: University College Hospital 235 Euston Road London NW1 2BU Tel: 020 3456 7890

7.0	PEDESTRIAN / TRAFFIC REROUTING ARRANGEMENTS: Will your works interfere with current pedestrian / traffic arrangements?	Pedestrian barriers will be suitably located on the pathway with signage redirecting the general public away from the work area until works are completed.
7.1	FIRE SAFETY ARRANGEMENTS: Will your works create additional fire risks or additional requirements e.g. Hot Works	Dry powder, CO2 or Foam.
7.2	RESPONSIBILITY FOR TASK LIGHTING: Consideration should be given to site hours; this may immediately highlight the need for artificial lighting if work starts before first light or continues after dusk. Additionally the requirement for general site lighting and specific task lighting would be inserted here NO PORTABLE HALOGEN LIGHTS ALLOWED	N/A
8.0		
	TO WHOM THE INFORMATION / WILL BE COMMUNICATED AND HOW ?	To all operatives to work on site. This will be communicated via hard copy, along with a pre-
	(TO INCLUDE NON ENGLISH SPEAKING OPERATIVES)	commencement tool box talk given by our Site Supervisor. Following initial briefing works supervisor will carry out a safe start briefing on all subsequent days for the full duration of the scope of work
8.1	CONFIRMATION OF OPERATIVES BRIEFING:	Signed briefing sheets to be completed prior to commencement of works
9.0	PERSON RESPONSIBLE FOR MONITORING/REVIEW OF THE SAFE SYSTEM OF WORK AND ENSURING COMPLIANCE: Show here who is responsible for this operation/task, and their contact numbers.	Tony Davies – 07817 886814
9.1	REVIEW DATES:	If Scope or method of work changes
9.2	AMENDMENTS AUTHORISED BY:	Tony Davies
9.3	AMENDMENTS COMMUNICATED TO:	Tony Davies
9.4	DATE: 07 th October 2014	REVISION STATUS: 00

Record of Risk Assessment / Method Statement Communication

Project	Job Number:
Date:	Sheet Number:

The following people have been instructed in the contents of the below Risk Assessments and/or Method Statements and agree to comply with its requirements.

(Insert Relevant Assessment Title & Reference Numbers)

Risk Assessment	COSHH Assessment	Method Statement	Other (specify)
		•	

Activity:

Operatives must **Take 5** before works can commence and throughout task:

- 1. **STOP** Stand back, look at your environment.
- 2. **THINK** How you can carry out your task safely.
- 3. **IDENTIFY** The risk to yourself and others.
- 4. **CONTROL** What can you do to reduce the risk to yourself and others.
- 5. **COMPLETE** Complete your task safely.

Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:
Name:	Name:
Signature:Date:	Signature:Date:

