

Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

**26 and 26A Argyle Square  
Construction Methodology Plan (CMP)**

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# Construction Methodology Plan

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<b>Contents</b>	<b>Page</b>
1 Introduction	3
2 Scope of Works	3
3 Purpose	3
4 Principal Contractor	3
5 The Site	4
6 Construction programme	4
7 Working hours	5
8 Statutory services	5
9 Consultants	5
10 Asbestos	5
11 Rodents	6
12 Complaints	6
13 General construction methods	6
14 Principal team members	6
15 Procedures	7
16 Labour force	9
17 Machinery on site	9
18 Mechanical Plant	9
19 Materials	9
20 Welfare	9
21 Work permits	9
22 Control of work with Hazardous substances	10
23 Handling of Hazardous Substances & Materials	10
24 First Aid	10
25 Fire	10
26 Personal protective equipment	10
27 Incidents & Reporting of Injuries, Diseases & Dangerous Occurrences (RIDDOR)	10
28 Housekeeping	10
29 Access and Egress to Authorised Personnel	11
30 Emergency procedures	11
31 Systems / Codes of Practice	11
32 Noise and vibration	11
33 Traffic management	11
34 Agreement	11

## **1.0 Introduction**

This CMP has been prepared to support the planning application ref 2014/2594/P release of planning condition (7)

This CMP is a comprehensive step-by-step account of how the works will be completed. The CMP identifies:

Measures taken and methods used to ensure that the existing/adjacent structures, including the pavement, do not suffer any damage

Potential health & safety and environmental hazards and risks to which personnel employed on this contract, other staff or members of the public could be exposed during the completion of the works

Difficulties that may be encountered in carrying out the works Special plant or procedures required

How the work is to be carried out in order to remove or minimise hazards, risks and difficulties.

How the work is to be assessed and how liaisons with other section / external bodies will occur

Any necessary permits or licences applications required. How site supervisors are to ensure that work is carried out as intended

## **2.0 Scope of works:**

Change of use and works of conversion from an art gallery and commercial space (D1 and B1) and 2 residential units into 5 residential units (3 x 2 bed, 2 x 3 bed) including roof extension and roof terrace at rear 2<sup>nd</sup> floor level, new entrance portico and windows.

## **3.0. Purpose**

The purpose of this document is to provide a detailed description and assessment, in accordance with standard construction criteria, of the activities to be undertaken for the safe construction and environmental completion of the works. The associated risks will also be assessed and controls implemented such that these activities can be carried out so as to minimise any risk to personnel employed, members of the public, and the general environment.

## **4.0 Principal Contractor**

In order to facilitate the Construction to the highest quality within a reasonable timefrme the owner has engaged two contracts with differing skills and experience to undertake the works. For the purpose of this CMP the following contractors have been contracted.

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

Sites Pro Limited - 26a Argyle Square

Brookmeade Construction (Southern) Ltd - 26 Argyle Square

### 5.0 The Site

The site comprises two adjoining properties. Number 26a, grade 2 listed residential building fronting onto Argyle Square and number 26, a 1960 brick built former art gallery. The buildings have access from Argyle Square at the front, Loxham Street, a pedestrianized street along the side elevation and Argyle Walk along the rear of the building.

The property is co joined on its western party wall with 27 and 28 Argyle Square. 27 is used as staff accommodation for a local hotel and has infrequent use. No 28 is a disused garage with planning approval to convert to residential.



This method statement applies the mandatory conditions of HSE, CDM 2015 and all other relevant legislation.

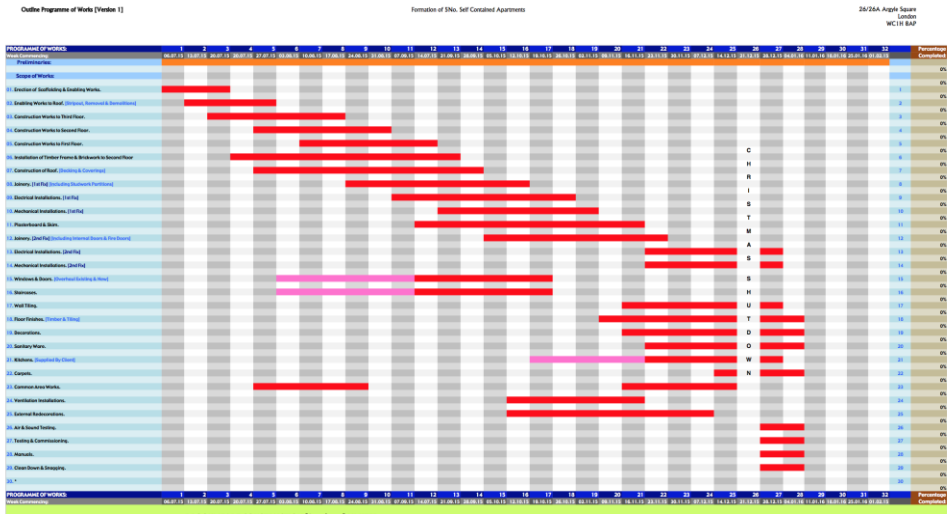
### 6.0 Construction programme

The attached construction programme sets out the proposed start and end dates for each phase of construction as well as an overall construction programme timescale. (The Gantt chart sets out key tasks, durations and milestones would be ideal).

Enabling works was programmed to commence on site on 07th July 2015 to enable Construction on site was programmed to commence on site on 20th July 2015.

# Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP



## 7.0. Working hours

The standard working hours for this site, noting that the standard working hours for construction sites in Camden are as follows:

- 8.00am to 6pm on Monday to Friday
- 8.00am to 1.00pm on Saturdays
- No working on Sundays or Public Holidays

## 8.0. Statutory Services

- There are no proposed statutory service changes envisaged to 26A Argyle Square.
- For 26A new services will be provided from Thames Water, National Grid, UK PN. Each provider has been contacted and responses to their proposals are awaited.
- It is the intent of the contractor to minimize the digging of trenches and the reuse of common trenches is encouraged.
- The services will be provided from the pedestrianized Loxham Street, therefore no traffic management plan is required to make the connections.

## 9.0. Consultations

Consultations have been undertaken with the local neighbours as part of the Party wall awards, which have been agreed with 27 and 28 Argyle Square. Notices will be placed on the building should the public wish to comment on the construction naming the community liaison officer as the point of contact.

## 10.0. Asbestos

An asbestos survey was carried out by Tetra

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

Survey Issue Date:

Asbestos Refurbishment Survey L-22473 26 February 2015 1

No Asbestos was found on site.

### **11.0 Rodents**

If rodents or rats are encountered on site an approved company will be engaged to eliminate the problem

### **12.0 Complaints**

Should there be any complaints against builders we are pleased that they are direct employees of the contractor engaged and therefore respond well to quiet reprimands from the site foreman or the contractors agent should they cause disturbances.

Should there be any complaints they will be dealt with by the Community liaison officer identified later in this document

### **13.0 General Construction Methods**

#### **13.1 Responsibilities**

The Contractor is committed to complying with the highest standards of Health and Safety at all its operational sites as per our Company Health and Safety Policy. It is the responsibility of all personnel working on this project to support our organisational objectives of reducing the level of accidents and supporting the safe completion of this project.

The Contractor is registered with the Considerate Contractors Scheme and NHBC registered.

The Contractor acknowledges that they will follow the 'Guide for Contractors Working in Camden'

The client/developer and the principal contractor confirm they have read and understood the CLOCS Standard.

### **14.0 Principal team members**

**The Principal Contractors** are responsible for: Preparing the method statement for these works, revising the method statement as necessary to cover changes in the scope, or method, of the works and particularly any revisions found necessary due to the condition of the site

**The Site Manager** is responsible for: Checking all documents and drawings prior to works commencing on site Signing in operatives and site management on site  
Ensuring no works commence before method statements are signed for and are fully

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

issued to all site operatives Identify any other changes as required whilst works are in progress

**The Site Person in Charge** is responsible for determining what other works are being undertaken on the site, if any and whether they will impact on these works.

**The Community Liason officer** is responsible for community liaison and dealing with any complaints from local residents and businesses.

Contact: Roger Whiteman, beside design, 10 Queensmere Close, London, SW19 5NZ.

### 15.0 Procedure

A method statement for specific tasks will be prepared prior to construction commencing. This will include:

Initial site assessment

- a. Excavating basement
- b. Slab casting basement
- c. Erection of steel beams.
- d. Creating openings in existing suspended concrete slab and necessary walls.
- e. Creating openings in existing walls
- f. Treatment of any works associated with the listed building.

### 15.1 The sequence of works

1. Briefing by site manager on the works to be carried out
2. Ensure all personal have read MS before work is carried out

### 15.2 Prior to starting works

1. Ensure all employees are inducted to the site
2. Ensure the working area is cleared of all waste materials.
3. Prior to work to be done, the site manager shall carry out a briefing to all operatives involved in this activity detailing the work
4. Ensure suitable PPE is supplied & worn as required

### 15.3 Prior to completing the work

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

1. Check and ensure the handed over area is as per drawing issued
2. Prior to work to be done, the site manager shall carry out a briefing to all operatives involved in this activity detailing the work
3. Check with building regulations, architects' drawings and design calculations for requirements and any discrepancies
4. All necessary plans/ drawings must be made available and on display and existing services must be identified and clearly marked
5. Plant equipment and other relevant equipment to be used must have a pre-use inspection check as per routine, with records of the inspections to be kept in the onsite safety file
6. Establish a safe working site, using barriers and signs as required
7. Ensure 'permit to dig' to be completed and signed for depth more than 1m

### **15.4 Specific Procedures**

#### a. Excavation basement

To be carried out in the sequence to be agreed/shown the engineer drawings as per the following:

Materials will be brought in to the working area so as to minimise congestion.

Waste materials are to be removed at regular intervals using small closed sided vans or skips.

Upon completion of these below grade preparatory works the preparation for slab casting work will commence.

#### Concreting Basement Slab

The principal contractor will review the documents and notify the architect or the project manager if they wish to vary from the construction documentation.

The earth is to be well compacted and blinded

Underground drainage to be laid, as show in the drawing. This will be dependent on the position of the pipes

Ensure base is clean of debris

Spacer blocks are to be placed



Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

Reinforcement is to be placed for the slab as shown in the engineer's drawings.

Ensure that all water bars are in place against the toe of the underpin and as required.

The concrete will be tamped down manually or with the use of a vibrating poke

The above procedure is repeated to all type of similar See ones for c & d.

### **15.5 Completion Of Works**

Upon Completion Of Each Section:

Working areas are to be cleared of waste materials at the end of each shift

All access equipment made safe to prevent unauthorised use.

All tools stored away in a secure area or removed from site at the end of the shift. The site secured at the end of each shift.

Upon practical completion of the works, the client will be requested to review the works for compliance with the contract documents.

### **16.0 Labour Force**

The works team will consist of:

Site Managers, Visiting Project Coordinators, Site Person In Charge, Machine Operators, Tradesmen 4-10 (varying in accordance to the activity)

### **17.0 Machinery on site Portable Tools**

Electric Saw Electric Steel disc cutter Electric Flexible shaft Concrete Poker Jack hammer Welding set

### **18.0 Mechanical Plant**

Concrete / Diesel/ Petrol, Deep excavation Cutting re bars, Welding work,

Concrete mixer and pump Cable detection device Excavator Wacker plate

### **19.0 Materials**

Many materials will be used on the site including but not limited to; Rebar, Plywood, Timber, Mould oil, Nail & Concrete, steel post, push pulls & Diesel /petrol (will be kept in the vehicle)

### **20.0 Welfare**

Welfare facilities will be provided on site for all construction staff including sanitary

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

facilities, sitting area.

### **21.0 Work Permits**

A work permit system operated by the contractor will be operated where areas of construction are congested and health and safety might be compromised due to numbers of employees.

### **22.0 Control of Work with Hazardous Substances & Processes**

The hazardous substance identified in these activities is Gas oil (diesel)/Concrete All controlling measures are covered by the COSHH assessment and method statement briefing.

### **23.0 Handling of Hazardous Substances & Materials**

Hazardous materials will be kept locked away on site with keys held by the site manager and the director of the business.

All reasonable care will be used in the safe handling of hazardous materials to protect the handler, the building and anyone coming into direct contact with the materials

### **24.0 First Aid**

The nominated site First Aiders are will be advised to all personnel during the project site induction / method statement briefings. First aid facilities and the site accident book will be maintained within the site welfare set up by the main contractor. All such facilities will be maintained in accordance with the relevant regulations.

### **25.0 Fire**

Hot works are involved in this activity. IF HOT WORKS ARE REQUIRED, REFER TO PERMIT SECTION.

All personnel will be made aware of the Emergency Evacuation plan and will be told how to recognise the alarm signal; the location of the assembly point in the event of an incident will be the SPECIFIED MUSTER POINT LOCATION (on the pavement outside the gate). A fire extinguisher will be kept at a close proximity.

### **26.0 Personal Protective Equipment (PPE)**

Safety helmets at all times Safety boots at all times High Viz Jackets at all times Goggles as and when required Gloves as and when required

### **27.0 Incidents & Reporting of Injuries, Diseases & Dangerous Occurrences (RIDDOR)**

Report to the site manager of the Principle contractor in charge in the 1<sup>st</sup> instance.

## Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

Then an inspection by Safety Manager; all findings are reported back to the principal contractor and in the event of a RIDDOR incident, principle contractor will be responsible for notifying the HSE.

### **28.0 Housekeeping**

All spare equipment at the end of each shift to be stored at area designated by main contractor.

### **29.0 Access and Egress to Authorised Personnel**

All site personnel and site person in charge will meet and assemble at the site office.

All personnel involved with this contract will report to main-contractor's site office and sign in and out with the site supervisor.

### **30.0 Emergency Procedure**

The site rules and emergency procedure found in the Health & Safety plan will be held on site by the Principle contractor representative.

### **31.0 Systems / Codes of Practice**

Standard codes of practice in accordance to the site and project requirements.

### **32.0 Noise & Vibration**

All noise and vibration will be kept to a minimum. Operatives will wear protective ear wear when using noisy equipment.

### **33.0 Traffic Management**

The area around the site is considered a residential area with no through traffic.

All deliveries will be made during normal working hours to the area agreed with Principal Contractor's representative.

Any long-term delivery/parking areas will be agreed with the LBC highways department prior to commencing any works.

### **34.0 Agreement**

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed with the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the development. Any future revised plan must be approved by the Council and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice

Construction Methodology Plan

26 & 26A Argyle Square, London, WCH1 8AP

further agreements that may be required such as road closures or hoarding licenses.