BKB Property Consultants Limited

Construction Management Statement

11197_CMS_31-33 Bloomsbury Way

Date: 13/04/2017

Rev: -

Scope of Works

The works comprise the renovation of existing residential apartments at 1st, 2nd and 3rd floor levels of 31-33 Bloomsbury Way and the addition of a Mansard roof extension to create residential units at a new fourth floor level.

Delivering the above will involve:

- Partial demolition of the existing building, principally at roof level, including the management/removal of asbestos as necessary in accordance with the recommendations of an asbestos survey report.
- The removal of existing internal layouts on the second to third floors.
- The replacement of the existing roof with a new roof form to create a new fourth floor.

The scheme will provide 7 residential flats, replacing the 4 residential flats currently on site.

The challenges for the construction team which are specific to this project include the following:

- Extending the roof level to create a new fourth floor within the new mansard extension.
- Coordinating access and deliveries to the site which is situated on a busy junction where Bloomsbury Way meets Bury Place.
- Ensuring the existing building is secure and weather tight.
- Achieving the quality of construction and workmanship required to realise the project's design concept and to meet the Client's aspirations.
- Coordinating and liaising with the design team throughout the project to achieve the completion date.
- Ensuring that any disruption and disturbance to the adjacent properties, its users and the general public are identified at the earliest juncture and are suitably managed to ensure the safety of all effected parties.

This management plan sets out to demonstrate the Principle Contractors ability to carry out the works in the optimum time, as well as the most viable and safe manner to achieve a completed project to the satisfaction of all parties involved.

Contents

General

This management plan has been prepared on the basis of the information issued to date and gives an overview of the approach to the construction and management of the project.

The following text sets out the Principle Contractor's intentions for managing and supporting the project and the particular approaches that will be taken for certain key aspects.

Certain areas of operation may be the subject of specialist considerations, and more specific and detailed method statements relating to these operations may be required at a later stage. If required these additional key method statements will comply with the requirements of the relevant regulatory bodies and will be prepared by the specific contractors involved.

Planning & Programme

The Project has been programmed to be completed within 52 weeks in accordance with information set out in the design documents.

The project Construction Programme has been prepared and developed in consultation with the client, architect, structural engineer and current occupiers.

This is a critical path based system which allows the contractor to co-ordinate design, trade contractor design, design reviews, procurement, equipment/material orders, deliveries and site installation period as part of the Principle Contractors standard procedures.

The construction programme will be monitored, tracked and updated on a regular basis and any corrective action applied as necessary.

Hours of Work

As there are neighbouring residential and business occupiers that may be affected by noise, the hours of works will be restricted in line with the council's online guidance to:

Monday – Friday	8.00 a.m. - 6.00 p.m.
Saturday	8.00 a.m. - 1.00 p.m.
Sunday and Bank Holidays	None - No works activities to take place on site during these days.

It is recognised that there may be circumstances where the proposed restriction on hours of work cannot be adhered to. In these circumstances the contractor will be required to justify fully any proposed deviation from this Code of Practice and consult the Council's Compliance and Enforcement team [Regulatory Services], Camden Town Hall, Argyle Street, WC1H 8EQ (Tel. No. 020 7974 4444 or on the website:
http://www.camden.gov.uk/ccm/content/contacts/councilcontacts/environment/contact-the-environmental-health-team.en or seek prior approval under Section 61 of the Act if any difficulty is anticipated in carrying out construction other than within the hours stated above.

Pre-start Investigations

Prior to commencement of site works and Construction Phase Plan will be prepared based on the preconstruction information and an external and internal survey will be carried out to confirm the existing site levels, extent of any existing services and the condition of the existing environs.

These will be plotted on a drawing and a photographic record will be taken, which will be maintained as a record throughout the stages of the contract.

Notification of the project commencement will be issued to all Statutory Authorities, advising them of the construction works and advising them of the proposed programme of works.

At the commencement of the contract the Principle Contractor will start the logistics activities, which are detailed below.

Site Address

Flat 1 at First Floor
31 Bloomsbury Way
London
WC1A 2SA

Site Logistics

The way in which the site is established and managed is critical to the success of the project.

In acknowledgement of the proposals we propose to set up the site access arrangements as outlined below.

It is proposed to erect scaffolding where works are to be carried out at height along the east and south façade. Mobile elevating platforms will be utilized where conventional scaffolding is unsuitable to provide access for installation / refurbishment of roof and wall cladding. Further information can be found in the “Scaffolding” section on page 6.

Existing access routes and rights of way will be maintained throughout the works and any alterations to these existing rights agreed prior to the effecting works taking place.

The contractor will make full use of the existing internal floors and utilise construction systems and materials to minimize the need for lifting large pieces of equipment and material up to the high levels on site.

Where appropriate job vacancies on site will be advertised in the local newspapers to attract local operators from the local area.

Site Management Establishment

The site management for the project will comprise a Site Manager who will lead the site team:

The Site Manager will be assisted and supported by appointed site based construction management personnel.

The site team will be supported and assisted by our head office based staff.

Management and co-ordination of services installations and trades onsite will be achieved by the Site Manager appointing approved qualified professionals to the project in consultation with the client and design team.

The contact details for site liaison are:

Name: Peter Boguta / Joanna Rapicka

Company: BKB Property Consultants Limited

Address: 7 Anglers Lane, NW5 3DG London

Email: office@pgservice.co.uk

Tel: 0207 482 0016

Security and Site Establishment

Generally the existing building will provide the security and site establishment, however where elements of the existing building fabric are being replaced plywood hoarding and/or Heras fencing will be erected on the site boundary to secure it during the contract period. These hoardings or fences will be maintained and adapted during the contract to suit any phasing of the works as required. On site security will be provided in the form of appropriate lighting and where required security cameras throughout the duration of the project.

Temporary site accommodation and welfare will comprise of the Site Managers office, Meeting and Induction room, Canteen and Welfare facilities and will be formed within the contractor's working area within the site boundary, utilising the existing servicing points identified in the documents and shown on the drawings. Further accommodation for sub-contractors will be sited as required. These facilities are to be located within the existing building at 1st, 2nd or 3rd floor level in an area where works are not taking place and relocated within the building as necessary to facilitate the program.

Personnel

All personnel will be inducted prior to gaining access to the site. They will be informed of the specific site rules required in the preliminaries relating to this project as well as the site rules and the companies method statements.

Construction Traffic Management and Site Access / Deliveries

Site Access will need to be given due consideration throughout the duration of the project as the site is accessed from Bloomsbury and Bury Place, both one way streets.

The strategy for site access and deliveries will be to utilise the access via Bury Place where possible with smaller delivery loads outside of the rush hour traffic wherever possible, i.e. avoiding the hours

8.00-10.00am and 16.00-18.00 and loading / unloading away from Bloomsbury Way. This approach will be continuously developed throughout the project to suit the patterns of the local traffic and identify the optimum times for deliveries. Construction vehicles will use 'A' roads and other major roads in the borough, wherever possible, to enter and leave the site and, make every effort to avoid residential streets. It is envisioned that delivery vehicles will be approaching the site via the A40; due to the central location of the site it will be dependent on the supplier's origin as to the direction of approach from the M25 to the A40. Where the vehicle is required to reverse/park/unload a banksmen will be provided to safely control traffic and direct the vehicle. Where larger delivery vehicles are required the necessary parking suspension and traffic arrangements/closures/approvals shall be procured form the council.

Consultation with the local authority and neighbours will be undertaken to minimize any disruption to local traffic, existing access for refuse and emergency vehicles, and any scheduled road works.

All vehicle movements and deliveries will be subject to the control of the contractor. Delivery constraints will be identified to all suppliers and trade contractors. Reasonable endeavour will be made to have materials delivered by rigid backed lorries, whenever possible, to minimise the use of large number of articulated vehicles. Delivery vehicles will be provided with directions to the site and be required to turn off engines to avoid nuisance upon arrival. All deliveries will occur during specific times of the day to avoid any nuisance and disruption to the surrounding neighbours and businesses. All site clearance delivery vehicles to be accommodated within the site. Site clearance and construction traffic where possible will access the roads between 7.00-9.00am and 11.00am-3.00pm as shown on the construction routing plan.

Banksman/traffic marshals will be provided to supervise and coordinate pedestrian/vehicular movement on, around and adjacent to the site. All vehicles servicing the site need to be managed and monitored to ensure the safety of the public.

As a significant portion of the works involves reusing the existing building fabric, therefore the need for larger deliveries associated with the building structure will be kept to a minimum.

The site access will require site deliveries to be staggered over the course of the day or week to have single deliveries with careful consideration given to the time it will take to safely access the site, unload and leave. This will require the deliveries to be in smaller and more manoeuvrable vehicles that can simply access the site which will be less disruptive to traffic flow. Therefore the approach to deliveries is for a steady flow across the course of a day/week scheduled at mid-morning or mid-afternoon (away from peak travel times) to not avoid congesting the busy Bloomsbury Way.

Therefore it is proposed that there are 6 hourly delivery slots per day between the hours of 7.00 - 9.00am and 11.00am - 3.00pm for medium sized loads that can access the site, unload and leave in 30mins or less, with 15mins either side allowed for delays. For larger/critical deliveries a 2 hour time slot will be allowed to unload and leave ensuring there will space and resource to unload and leave site with plenty of allowance for delays. This will allow up to 3 large deliveries per day.

The Principle Contractors approach will enforce the property owners approach in taking all reasonable measures to ensure that deliveries the site and collection of material from the site is carried out in a controlled manner and avoid vehicles waiting on the surrounding roads and that vehicles observed

not to comply with this or the agreed routing (without a reasonable and justified reason) are to be banned from site.

Site workers will be encouraged to use public transport wherever possible and utilise the existing public parking locations. The site has a PTAL rating of 6b (Best) and the transports links are excellent.

Where public transport or onsite parking is not possible site workers will be required to arrange their own offsite parking; for example at one of the local car parks such as the Bloomsbury Square carpark opposite, the NCP carpark London Shaftsbury or the NCP carpark Covent Garden.

Where a crane is required a crane installation method is to be agreed with the Council.

Signage

Adequate signage will be installed such that vehicle deliveries and access to the site are clearly defined within the general site geographical area.

A main construction signboard will be positioned in agreement with the Client.

Site signage will be provided within the curtilage of the site as necessary to advise operatives/visitors and delivery staff of safety requirements within the confines of the site and where to report on arrival. Such signage will include:

- Accommodation / Access requirements
- Speed Limits
- Overhead / Underground Services
- Safety Helmet and Footwear Requirement
- Noise
- Danger Construction Site, etc.

Storage and Handling

The storage of materials on site will be kept to an absolute minimum and therefore delivery scheduling will be carried out to ensure supply is on a 'just in time' basis only. The contractor's site area will provide the storage area for all plant and materials delivered to site. Materials will be stored within the existing building wherever possible. Any materials that have to be kept outside will be suitably covered and secured. More vulnerable materials/equipment will be stored in the secure containers or programmed on to site to be incorporated directly into the construction.

Waste Management

A waste removal strategy will be developed during the pre-commencement period. This strategy will be incorporated within all trade contractor orders. Previous experience with works in the area suggest early waste collections cause the least disruption between the hours of 7.00 – 8.30am. The contractor may apply to the council for a permeant skip location for intensive waste removal periods of the program but again previous experience suggests utilising a wait and load skip between the hours of 7.00 – 8.30am will be more practicable throughout the project.

Waste will be stored within the existing building prior to being transferred to a collection service for removal.

Through continual professional development on each project the Principle Contractor is working towards a better understanding of waste management so the volume of waste to be disposed is minimized.

Scaffolding

Conventional scaffolding, where required, will be independent with boarded lifts to suit the nature, location and type of the particular operations. All scaffolding will be securely tied to the structure and will include appropriate ladder access.

Scaffolding will be provided, erected and maintained in accordance with all current statutory regulations. In addition brick guards will be provided on the 'live' lifts.

Suitable guard railing will be utilised to prevent falling from unprotected edges of the upper floors and staircases as applicable.

No person(s) other than a suitably certified and competent person(s) will be permitted to erect, alter, adapt or dismantle any conventional scaffolding.

Where scaffolding is positioned over public / private pedestrian access routes gantries will be installed to provide safe and protected routes on and around the site for both site workers and the general public.

Temporary Services

- Power supply will be provided from the existing electric main.
- 110v power will be utilised throughout the building.
- Water will be provided direct from the mains system for use in the welfare facilities.
- All drainage will be connected to existing foul main.
- Site manager will be contactable via mobile telephone and data transfer capabilities.

Dust and Debris

Under Part IV of The Environmental Act 1995 and the Governments UK Air Quality Strategy, Local Authorities are required to work towards achieving national air quality objectives. With the UK likely to receive large fines for the EU in the near future for exceeding air quality objectives and recent studies demonstrating that air quality and dust have a very large impact on public health; this issue is currently of high priority. Construction sites are therefore expected to meet the highest possible standards for control of air pollution and dust.

The site will be kept clean and tidy at all times and will accord with all statutory requirements.

Particular attention will be given to preventing the contamination of adjoining roadways and from dust adversely harming the neighbouring properties.

In order to reduce pollution the construction industry is expected to employ, as a minimum, all methods listed below:

General Activities

- Burning of materials on site shall not be permitted.
- Emphasis will be placed on the following to minimise the risk of air pollution:-
  (i) Using processes which do not generate hazardous fumes and hazardous dust
  (ii) Ensuring that airborne hazards do not escape from the site to affect members of the public and surrounding environment.
- Dust pollution will be minimised during demolition by the complete screening, if practicable, of the building or structure to be demolished with debris screens or sheets. Old buildings around the site perimeter waiting to be demolished can provide effective air pollution screening and will be utilised where possible.
- The watering down of the area will be carried out where necessary to minimise dust transfer into neighbouring premises. Wheel wash facilities will be provided where applicable.
- Stockpiles of earth shall be damped down or otherwise suitably treated to prevent the emission of dust from the site. Stockpiles will be planned and sited to minimise the potential for dust generation. The handling of spoil are to be kept to a minimum and when materials are deposited onto a stockpile it should be from the minimum possible height. No stockpiles of earth are envisioned on this project.
- The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.
- Skips and removal vehicles shall be properly covered when leaving the site. Spoil will be handled in such a way so that it does not give rise to excessive dust.
- Rubble chutes should be used and drop heights minimised. Watering of rubble chutes shall be undertaken where necessary to prevent dust emission.
- The contractor should take all necessary precautions to prevent smoke emissions or fumes from plant or stored fuel oils from drifting into residential areas. In particular, measures should be taken to ensure that all plant is well maintained and not left running for long periods when not in use.
- Dusty activity should be undertaken away from sensitive receptors, with wind direction taken into consideration.
- The site should be regularly inspected for spillages of cement and other powders.
- Dusty material and activities should be dampened down in dry weather. The use of groundwater should be investigated and water should be reused wherever possible.
- Scabbling will not generally be allowed due to the amount of dust generated. It should be done off site.
- Areas used for the storage of diesel fuel or chemicals shall be bunded.
- Off-site fabrication, or cutting to size, shall be employed to avoid cutting materials on site whenever possible.
- Careful consideration should be given to the location and temperature control of tar and asphalt burners.

Machinery / Equipment on Site

- All Non-Road Mobile Machinery (NRMM) are to beat Stage IIIA emission criteria, unless it can be demonstrated that Stage IIIA equipment is not available, and comply with the regulations for London's 'Low Emission Zone' for non-road mobile machinery.
- If Stage IIIA equipment is not available, NRMM are to be fitted with particle traps and/ or catalytic exhaust treatment wherever possible. Records should be kept on site which detailing proof of emission limits for all equipment.
- Dust extraction will be used (or built in water damping) with stone cutting disc equipment.
- An inventory of all non-road mobile machinery should be kept on site. All machinery will be regularly serviced.
- The use of 'long arm' demolition equipment and methods using explosives will not generally be sanctioned, except where the work is within an enclosure or underground.
- Shears and guillotines or burners should be used in preference to disc cutters on activities such as re-bar and decking.
- The use of concrete crushers will not generally be sanctioned because of the potential to cause dust and nuisance to neighbours. However the local authority sometimes allows the use of crushers to prepare material for piling mats and ramps, as this reduces the number of vehicle movements associated with the site. Any crushing plant would have to be authorised under the Environmental Protection Act 1990. Appropriate measures, such as enclosing the plant and built in water sprays would have to be used at all times.
- Cutting, grinding and sawing should ideally be undertaken off site. If the work must take place on site, the following techniques should be used:
    (i) All equipment should be fitted with a water suppressant system (where available).
    (ii) Dust extraction techniques should always be used where available. It will be the contractor's responsibility to demonstrate that they are not available, and that every effort has been made to acquire them.
    (iii) Areas used to undertake cutting and grinding should be screened.
    (iv) Suitable PPE and training provided.

Vehicles

- No vehicles should be left idling either on site or waiting for access to the site.
- Wheel washers are to be used on vehicles leaving the site where applicable.
- All skips and lorries leaving the site should be covered where applicable.
- Adjoining roads shall be swept daily and/or as required.

Safety

Full recognition and regard will be taken in the management and execution of the project of the Construction (Design and Management) Regulations 2015.

All trade contractors are obliged to provide safety policies, plans and method statements and will be interviewed prior to order placement on all aspects of safety, health and welfare.

All sites are subject to random site safety checks, inspection and reports.

Employer's direct contractors will be required to accord and be subject to the same safety procedures and requirements as our own trade contractors and operatives, as outlined above.

Safety inspections will also include the works of the employer's direct contractors if appropriate.

Noise Control

Management of noise pollution and vibration control will be given a high priority. Where the works are in close proximity of occupied buildings we will ensure that acceptable levels of noise are adhered to as well as statutory levels imposed by the Environmental Health Officers.

Plant and Equipment

Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings. Barriers (e.g. site huts, acoustic sheds or partitions) to reduce noise reaching noise sensitive buildings shall be employed where practicable. Old buildings around the site perimeter waiting to be demolished can provide effective noise screening.

The following provisions should be adhered to wherever practicable:-

- Vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, maintained in good and efficient working order and operated in such a manner as to minimise noise emissions. The contractor shall ensure that all plant complies with the relevant statutory requirements.
- Machines in intermittent use should be shut down or throttled down to a minimum when not in use.
- Compressors should be fitted with properly lined and sealed acoustic covers which should be kept closed whenever in use. Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
- Equipment which breaks concrete, brickwork or masonry by bending or bursting or "nibbling" shall be used in preference to percussive tools where practicable. Avoid the use of impact tools where the site is close to occupied premises.
- Where practicable, rotary drills and bursters activated by hydraulic, chemical or electrical power shall be used for excavating hard or extrusive material.
- Where practicable, equipment powered by mains electricity shall be used in preference to equipment powered by internal combustion engine or locally generated electricity.
- Neither any part of the works nor any maintenance of plant shall be carried out in such a manner as to cause unnecessary noise or vibration except in the case of an emergency when the work is absolutely necessary for the saving of life or property or the safety of the works.
- Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
- Noise emitting machinery which is required to run continuously shall be housed in a suitable acoustically lined enclosure wherever practicable.

Care is to be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

Piling (no piling proposed)

The noise sensitivity of the area shall be considered when determining the method of piling to be used. Building Control and the Environmental Health Departments should be consulted on the chosen method.

Sheet piling should, wherever practicable, be carried out using hydraulically operated or vibratory hammers.

The use of conventional impact hammers should, wherever possible, be avoided. Where practicable, jacked piles shall be used in preference to piles driven using other methods. Any pile driving shall be carried out by plant equipped with a recognised noise reducing system.

Where surface contamination is present on site, appropriate piling techniques should be adopted.

Sandblasting

The work area will be close sheeted to reduce dust nuisance from grit. Routine checking is required to ensure that the sheeting remains sound or sealed during the operation. Particular attention shall also be given to the working platform to ensure that it is properly sheeted or sealed to contain dust.

Non siliceous grit will be used to avoid long term irreversible lung damage from silica dust.

Proper protection will be provided for any structure painted with lead based paint.

In cases where water is used for large scale cleaning and blasting the requirements of the Environment Agency should be followed.

Construction

- General

The programme indicates the proposed timing and sequencing of operations necessary to achieve project completion.

- Initial Work

Prior to the commencement of project works, the preliminary Health and Safety and Fire Safety Plan will be prepared. This plan will be progressively refined and developed as trade package contractors and specialists are appointed, and more specific and detailed methods, techniques and requirements are established.

Temporary Principle Contractor's offices and welfare facilities will be set-up within the contractor's site area within the existing building.

The temporary hoarding and fencing will be erected around the site before work commences and maintained throughout the project.

Any asbestos material in the building will be identified by survey before commencement

- Strip-Out & Demolition

Internal services within the existing buildings will be isolated before stripping-out and demolition operations commence. Any existing fixtures or fittings to be retained will be clearly identified and arrangements made to place these in secure storage before work starts.

Any asbestos found during the initial work will be removed/ protected by a specialist sub-contractor before the building is refurbished.

Demolition of existing internal partitions and ceilings will be carried out by hand. Operatives will be provided with appropriate personal protective equipment to prevent injury from dust and abrasion. Noise and dust generated by the demolition works will be confined within the contractor's site area.

Where necessary temporary support will be installed before any demolition commences to ensure stability of those existing buildings or structures which are to be retained structures.

Temporary screens or dust protection at existing door openings will be provided within the existing retained areas prevent the contamination of surrounding areas.

Weather protection is to be provided to the roof and external walls to maintain the weather tightness of the existing building envelope.

- Structure

Existing structure that is to be retained will be made good where required.

Where new openings are to be formed within the existing building the structural loads will be supported by temporary propping. This will ensure that the stability of the internal walls is maintained during the alteration works.

The new extensions on the east side of the building will be constructed in accordance with the structural engineer's documentation.

The new roofs on the main building will consist of a lightweight structure fabricated in accordance with structural engineer's documentation.

- Envelope

The existing façades will be retained and made good where necessary.

The new 4th floor mansard extension will commence once the steel frame has been erected. The contractor will utilise the existing third floor to facilitate the construction of the roof as much as possible. Where necessary, scaffolding will be erected to provide safe access for the roofing and cladding works. The installation of the roof, roof covering and skylights will commence once the roof structure is in place.

There existing roof parapets will be adapted, weatherproofed and made good to connect with the new mansard roof extension as per the approved drawings. Existing floors, new roofs, and scaffolding will be used where necessary during the installation of windows and roof fabric.

- Internal Work

Internal carcass and first fixing by the finishing trades will commence once a weather tight environment has been achieved within the new building. Temporary weathering will be provided to openings as necessary to prevent the ingress of wind and rain into the working area.

The ceilings are to be installed once the high level internal service pipework and trunking has been completed and tested.

The wall and ceiling finishes will be completed ready for final fixtures and fittings before the floor finishes are laid.

- Mechanical / Electrical Services

A detailed fabrication, delivery and installation schedule will be prepared by the Mechanical and Electrical contractor to ensure compliance with the overall contract programme. Builders work required for the new services will be defined at this stage for inclusion on the structural engineer's construction drawings.

Any high level conduits and pipework above ceiling level will be installed using safe access equipment.

Installation of light fittings, smoke detectors and fire alarm systems will be co-ordinated with the ceiling works. Where necessary some areas will be omitted at this stage to permit access for testing and commissioning purposes. Key dates for power and water supplies to be available within the building will be identified in the construction programme.

Testing and commissioning of specialist systems will be carried out by the specialist system supplier/installer and all test certificates will be issued.

On completion of the commissioning activities the complete system will be offered for demonstration and witness testing to the client.

- Fitting-Out and Handover

Temporary protection to floor and wall finishes will be removed once the installation of all fixtures and fittings has been completed.

The building will be handed over to the Client during the last two weeks of the construction period. Snagging, cleaning and inspection will be undertaken room by room and once completed each room will be secured in advance of the final handover.

The site offices and compound will be also removed during the last two weeks of the project.

Temporary site services will be isolated, equipment cleared, offices and plant removed prior to handover.

- External Works

Generally making good to the existing external envelope and creation of new roof extension to be finished before the completion of the internal fit-out.

Handover Documentation and Client Training

In parallel with the construction phases we will put in place procedures for monitoring the progress of information production relating to the handover documentation to ensure it is available for handover and completion of the Health and Safety File.

Post Contract Support

Periodic monitoring by the Principle Contractor will enable early attention to unforeseen issues during the warranty period.

Protection of Completed Works

Damage arising from weather conditions, construction activities, or any other cause whatsoever during the progress of the sub-contract works will be avoided throughout the project. The sub-contractors will adequately protect all materials, equipment and finishes to the satisfaction of the Principle Contractor.

The required level and type of protection needed to protect completed works will be agreed by all parties, in advance of any works commencing.

Contract Administration and Handovers

Throughout the contract the Principle Contractor will maintain the updated, tracked and monitored Construction Programme for the works. In order to ensure that the programme is adhered to the

Principle Contractor will hold regular on-site progress meetings with Trade-contractors. At these meetings, other issues such as quality and safety will be discussed in detail to ensure that they fully comply with the contract requirements.

Prior to handover of sections of works the Principle Contractor will carry out their own snagging of the works, with the aim of achieving 'zero' defects at practical completion.

As built drawings, commissioning records, operation and maintenance manuals will be prepared prior to completion of the works.

Reporting Procedures

The following will be tabled for discussion at each internal site meeting;

- The status and progress recorded against the contract programme.
- Current updated Construction Programme with, if necessary, actions for bringing works into line with the Construction programme.
- Weekly labour and plant returns.
- A rolling schedule of approvals of all design, detailing and materials yet to be approved will be produced. This schedule will be updated on a weekly basis.
- A schedule of materials and projects manufactured off site, with status of percentage manufactured and anticipated delivery dates.

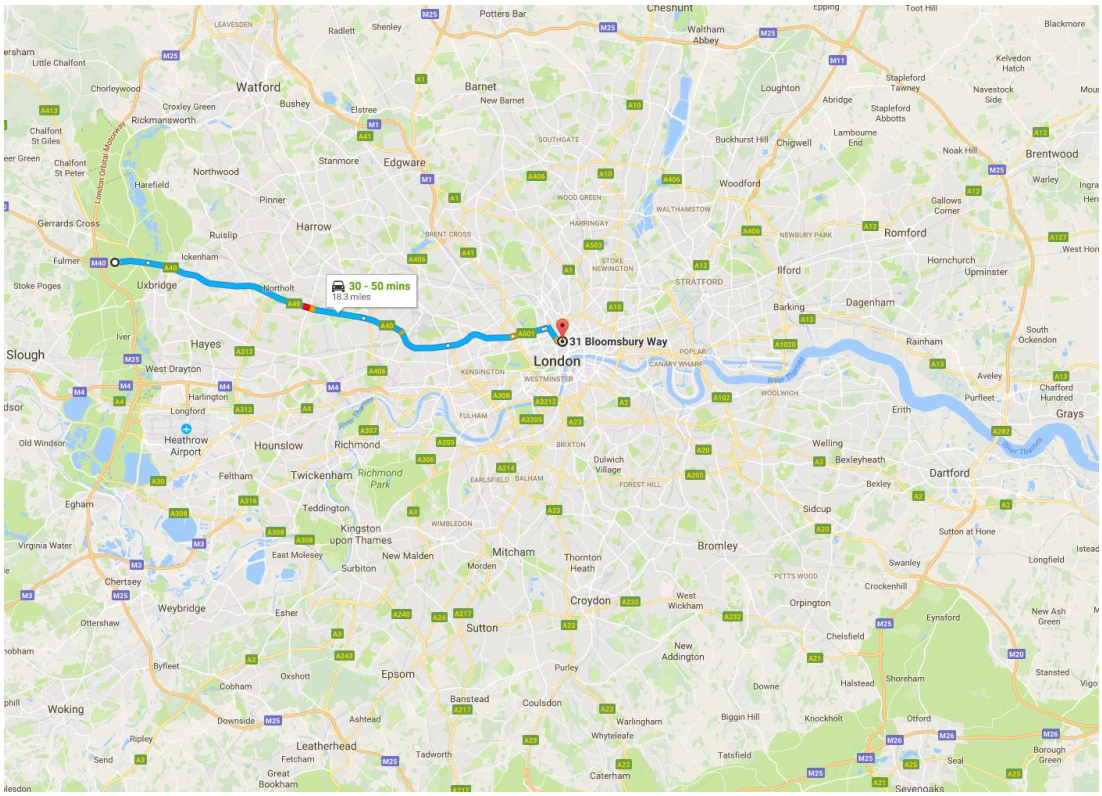
Conclusion

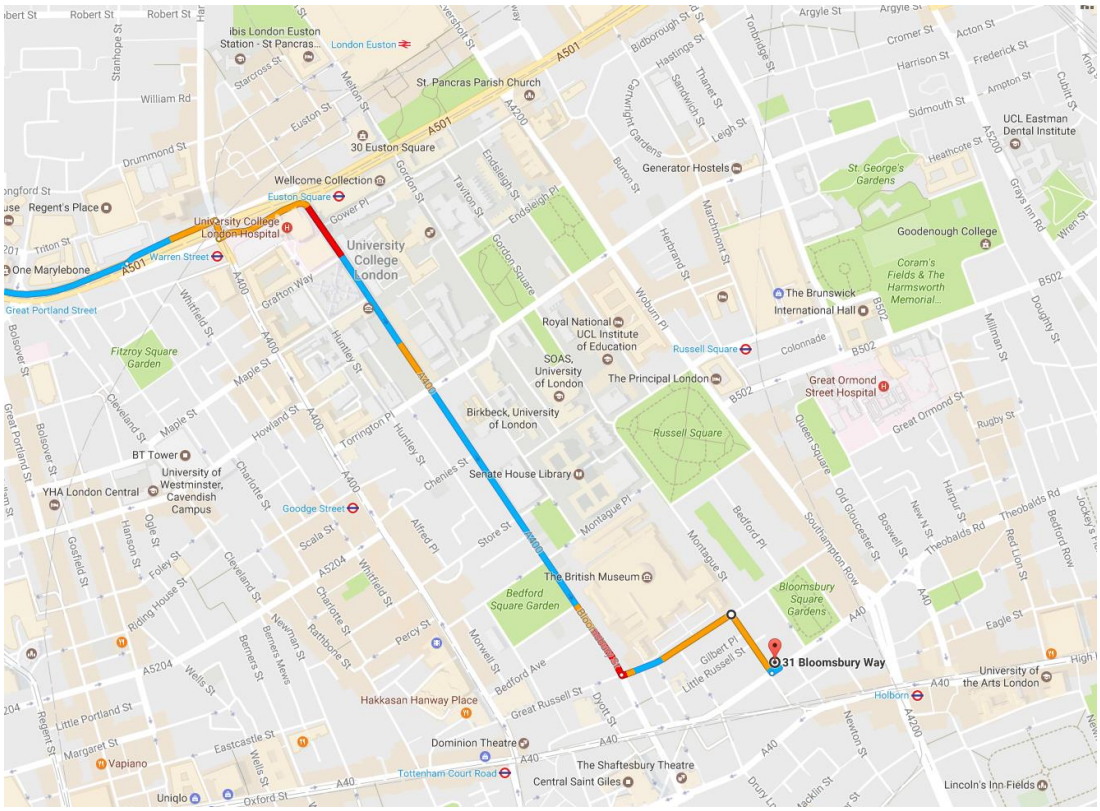
The above method statement has been developed specifically to demonstrate the Principle Contractor's understanding of the project requirements and outline a detailed methodology to successfully carry out a project of this nature. However, it is not all encompassing and prior to the commencement of each stage of work specific method statements will be produced, discussed and agreed with the relevant parties involved.

Appendix 1 – Vehicle Routing Plan

1. Approach from the West

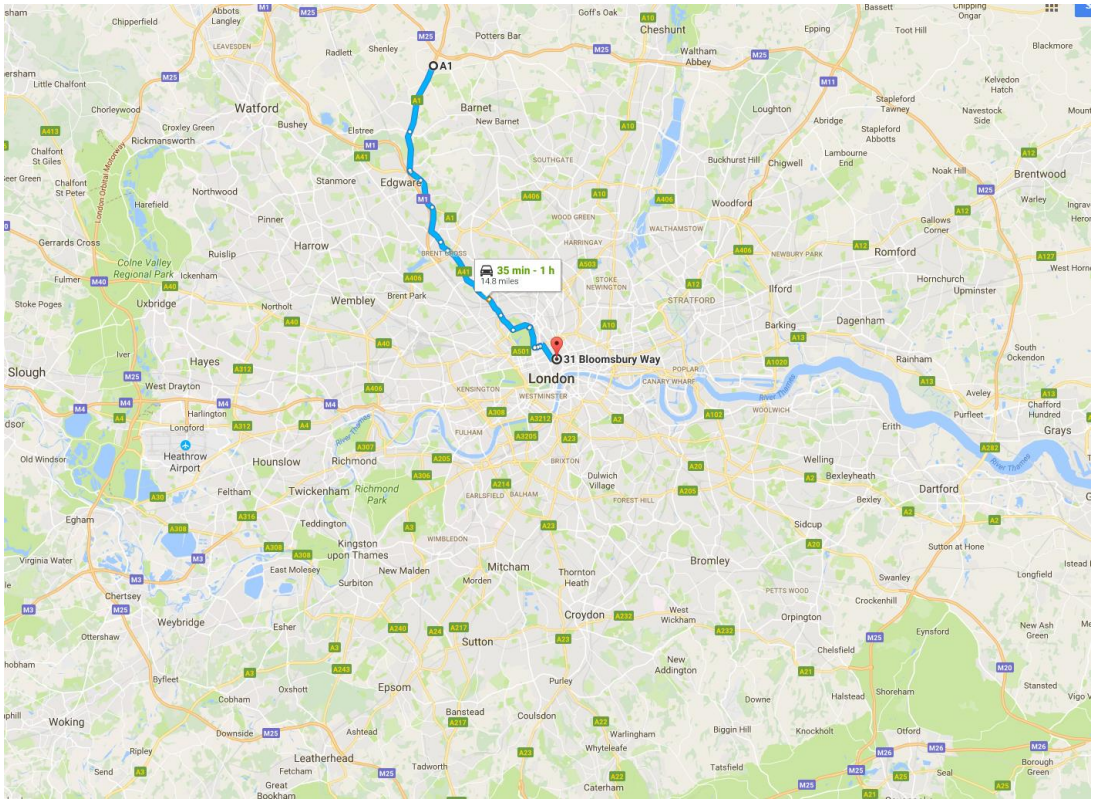
M4, A40, A501, A400, Great Russell Street, Bury Place

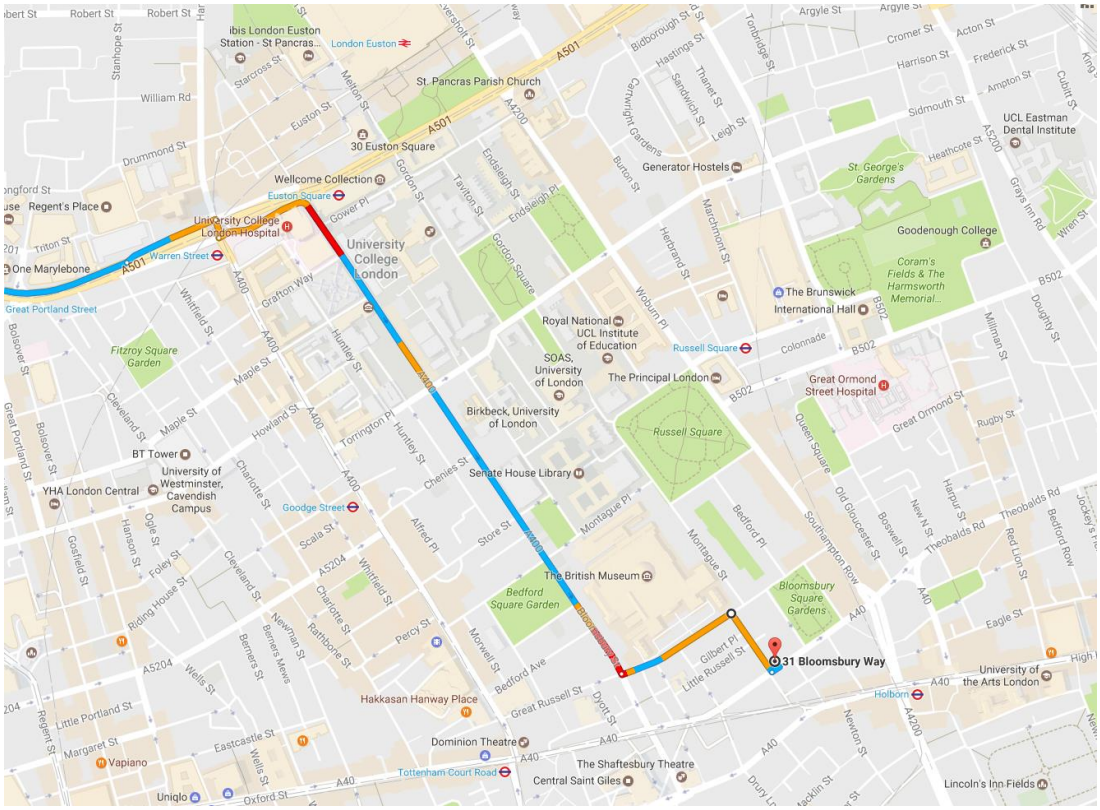




2. Approach from the North

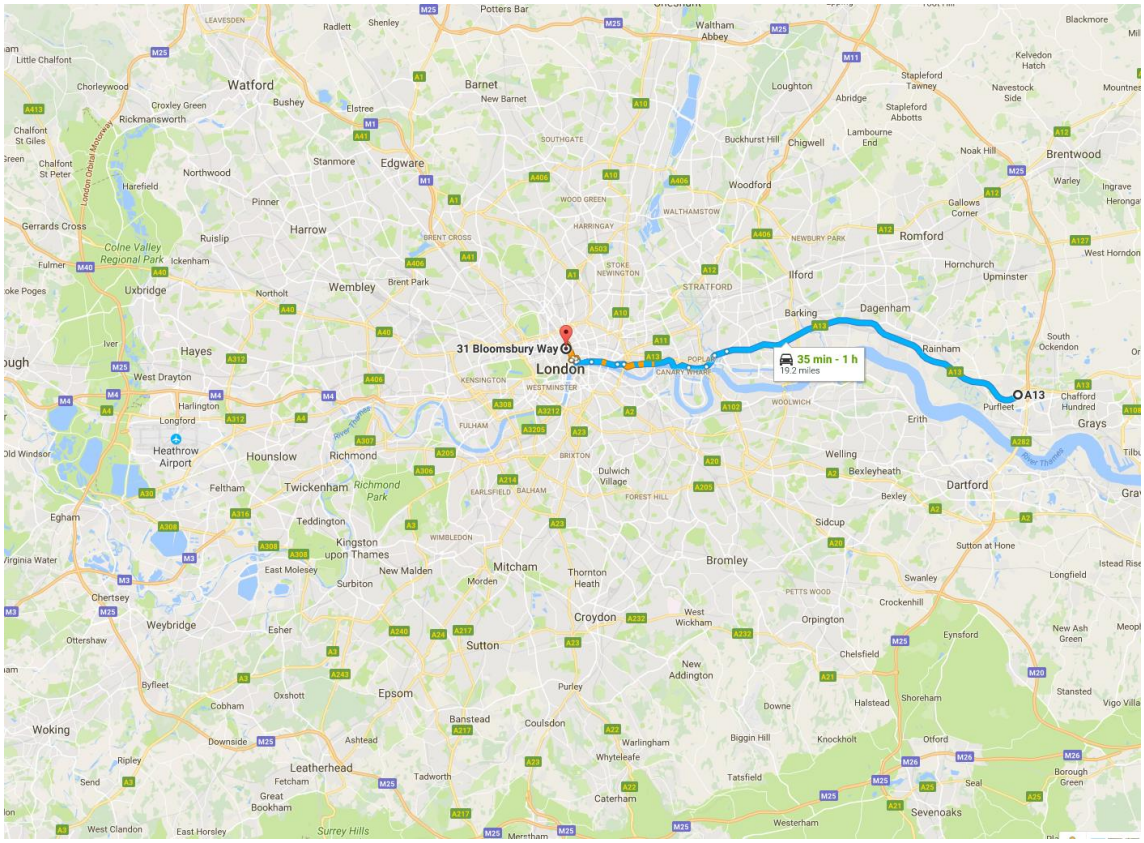
M1 or A1(M), A41, A501, A400, Great Russell Street, Bury Place

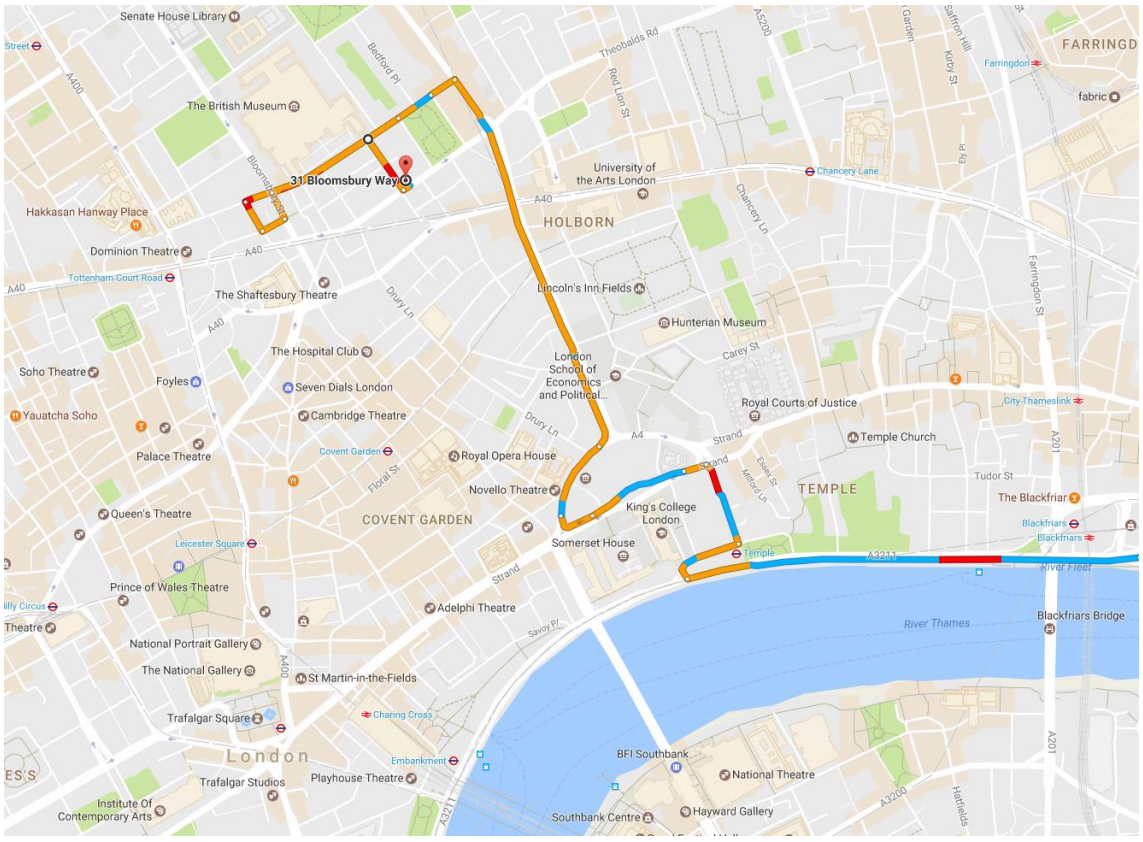




3. Approach from the East

M25, A13, A100, A3211, A4200, Great Russell Street, Bury Place





4. Approach from the South

M25, M23, A237, A216, A23, A302, A3200, A301, A4200, A400, Gt Russell Street, Dyott Street, Bloomsbury Street, Great Russell Street, Bury Place