

CONSTRUCTION METHOD STATEMENT

New first floor flat to rear of existing vacant office



Planning Policy T4 states:

Prior to the commencement of construction works, a construction method statement for the development shall be submitted to, and approved in writing by, the Local Planning Authority. The method statement should include details of the following:-

Haulage routes (This should include consideration of utilising the river if possible);

Likely noise levels to be generated from plant;

Details of any noise screening measures;

Proposals for monitoring noise and procedures to be put in place where agreed noise levels are exceeded;

Likely dust levels to be generated and any screening measures to be employed; Proposals for monitoring dust and controlling unacceptable releases;

Wheel washing facilities and facilities for discharging the water;

A scheme for recycling/disposing of waste resulting from demolition and construction works

This document has been prepared in collaboration with the Principal Contractor and inputs have been taken from the Structural Engineer for the sequence of works

- 1. Introduction**
- 2. Project Description**
- 3. Site Location**
- 4. Site Establishment**
- 5. Duration of works**
- 6. Construction Sequence of Works**
- 7. Access and Egress**
- 8. Traffic Management**
 - a. Parking and Loading Arrangements**
 - b. Pedestrian and Cyclist Safety**
- 9. Haulage Routes, Material Delivery and Distribution**
- 10. Dust and Noise**
 - a. General Principal and Target Noise Levels**
 - b. Noise Monitoring Measures, Predicted Noise and Vibration Levels**
 - c. Noise Mitigation Measures**
 - d. General Principal and Target Dust Levels**
 - e. General Principle, Target Dust level and Mitigation Strategy**
 - f. Waste disposal Post Demolition**
- 11. Waste Disposal, Wheel washing and Waste Disposal Facilities**
- 12. Neighbours at Hampstead Lane**
- 13. Hoarding**
- 14. Appendix**

1. Introduction

This Construction Method Statement (CMS) has been prepared to address all points raised as pre application advice which identifies Policy T4 and outline the general principles for the control of traffic and site construction activities associated with the development of the scheme. The CMS will be fully developed to identify the specific risks and the mitigation measures to reduce their impact with the aim of providing a safe working environment. This document will be regularly updated as the project proceeds. It is the responsibility of the Principal Contractor to ensure CMS is implemented on site.

a. Parties Involved and their Roles

Duties of the Client, Miles Commercial, and the Contractor are outlined below

The Client's Duties

The client is responsible for:

- Appointing competent organisations that have adequate resources to complete the works
- Delegate and assign the responsibility for the management of the works to appropriately skilled organisations
- Monitor the performance of the organisations that have been appointed to ensure they are effectively discharging their responsibilities
- Ensure the project has in place appropriate systems for overall governance of the development
- Co-operate with all appointments in a manner that is conducive to a positive safety culture and effective management of the development
- Co-ordinate all activities in accordance to H&S Work Act 1974

The Principal Contractor

The Principal contractor will be given possession of the land marked by the site boundary in the picture below. At commencement of the project The Client will transfer the H&S responsibility to the Principle Contractor. In addition, the responsibility for the construction works, pedestrians, management of vehicles and equipment are the principal contractor's.

Site Boundary Outlined in red area below



The Contractor's Responsibilities

The primary responsibilities of the contractor will be to:

- Plan, manage and co-ordinate the entire construction phase. There is only one contractor appointed to work on the end to end construction at site
- Take account of and manage the Health and Safety Risks to everyone affected by the work (including members of the public)
- Liaise with the Client and various consultants appointed including and not limited to the Structural Engineer and Architect
- Outline time frame for each stage of work, implement and regularly review to ensure it is fit for purpose
- Consult with workers re H&S and ensure arrangements are in place to avoid H&S risks

- Ensure suitable welfare facilities are in place throughout the construction period
- Ensure all people appointed by the contractor has the skills, experience and qualification to carry out their work properly
- Provide site induction and training to workers as required
- Prevent unauthorized access into the site
- Implement the Construction Method Statement outlined in this document
- Prior to commencement of works, procure and submit to the client, a construction phase Health and Safety plan
- Provide temporary protection during excavation works to prevent workers or other people accessing into the site from injury
- Ensure the access way at Hampstead Lane remains accessible at all points of the demolition and construction works for safe access of the neighbours

Site Rules for Principal Contractor

Site rules have been designed to ensure that the safety, health and welfare of all operational personnel working or living in close proximity of the site. Persons entering the site shall observe their statutory and common law duties towards others.

There shall be safe means of access to workplaces and systems of work. Competent workers will be on-site with adequate supervision, suitable & sufficient plant and equipment in good working order & in accordance with statute. The Principal Contractor shall note that the access way at Hampstead Lane remains usable during all phases of construction.

First Aid and Emergency Arrangements

The principal contractor will also play the role of a first aider with access to adequately stocked first aid equipment on their respective site.

Emergency evacuation routes shall always be maintained and free from obstructions. In the event of emergency the principal contractor will need to notify client. Smoking will not be permitted throughout the site.

Welfare Facilities

The principal contractor will be responsible for the providing welfare facilities within the site. These include

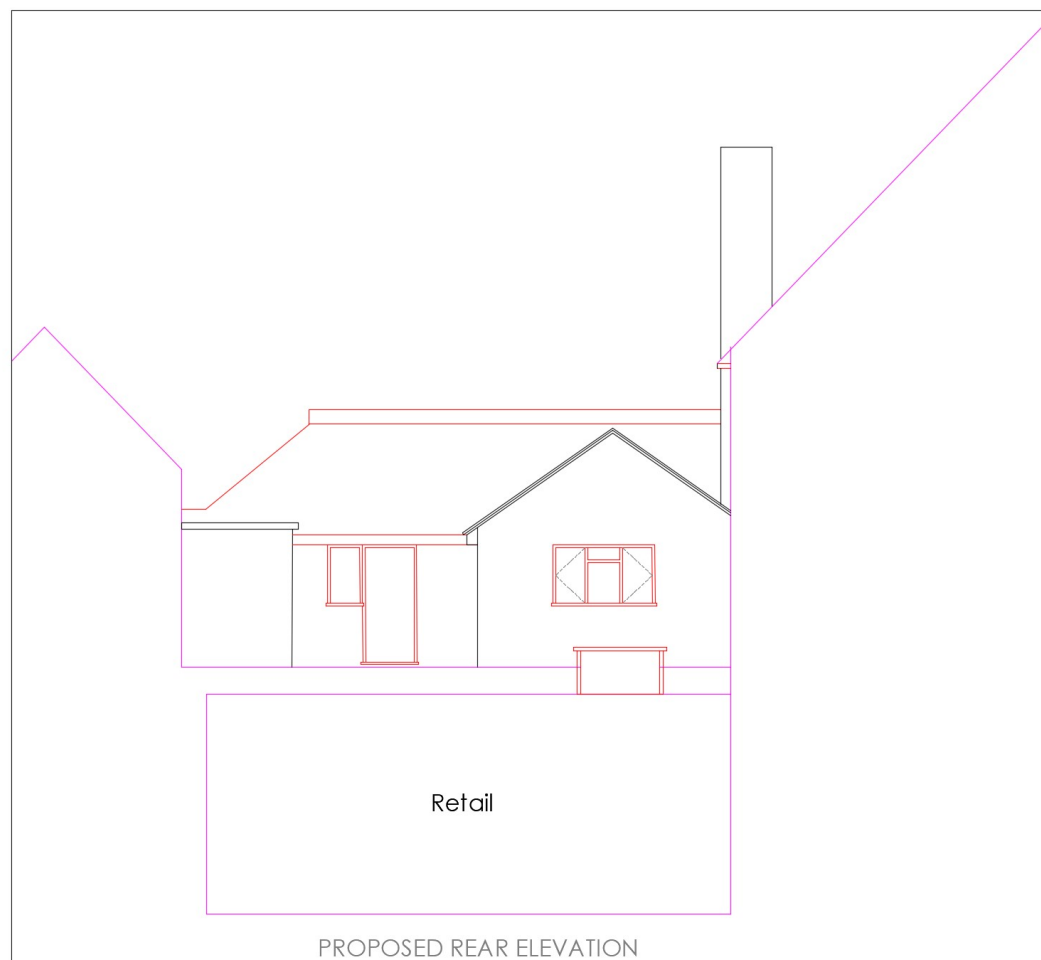
- Toilets
- Washing facilities
- Drinking water

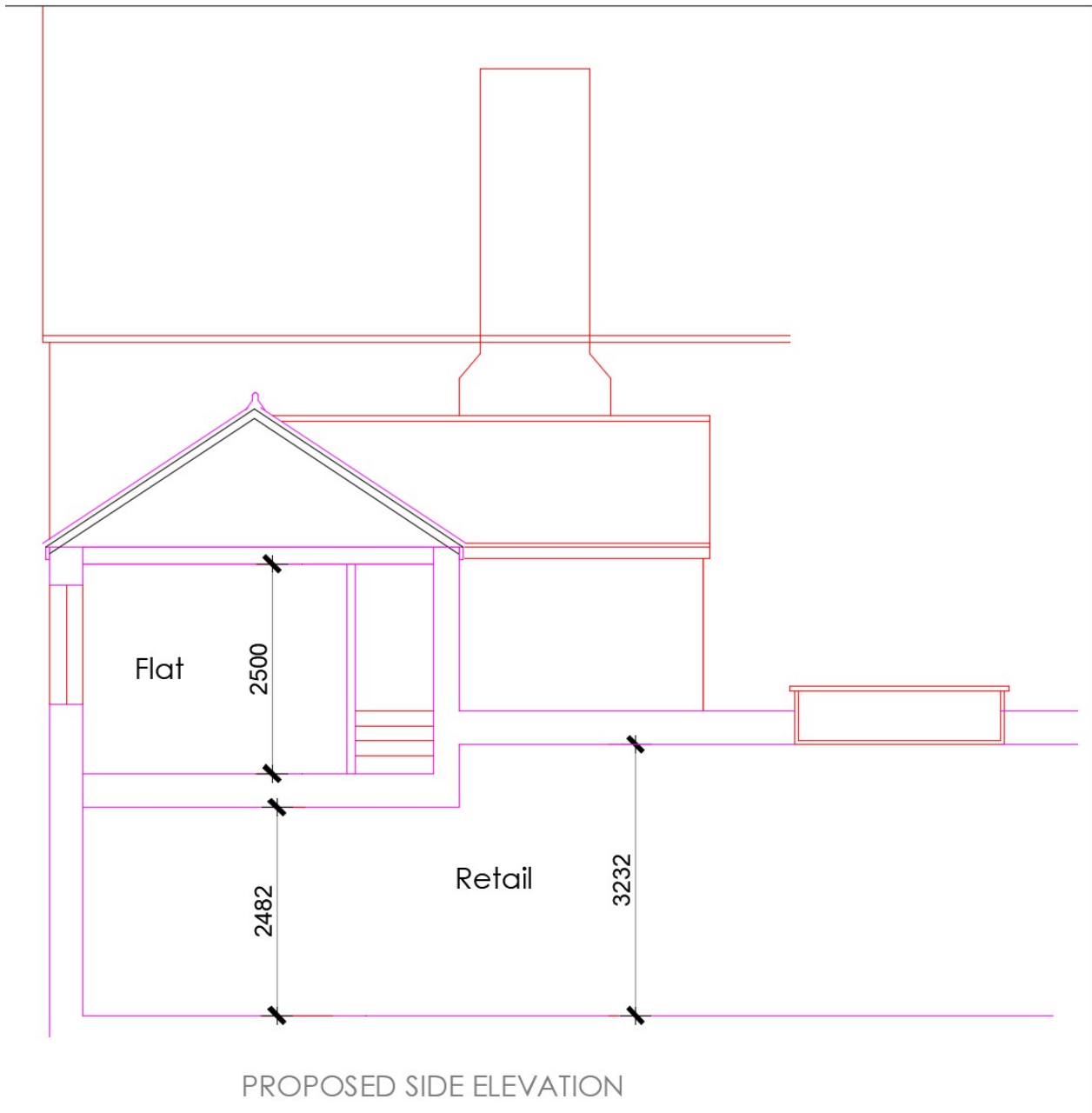
- Facility for rest

All people who undertake tasks on site shall have access to all these facilities, a place for storing refreshments, somewhere for storing and drying clothes. Decisions and actions on welfare will be taken at the beginning of the project

2. Project Description

The project consists of partially building out over a disused flat roof area over a retail unit below, removing one roof light and re using a vacant office to the first floor. This scheme has been designed with a view to creating a sustainable and high-quality building that will contribute positively to the local built environment. The objective is to create a development that will enhance the local environment and provide much needed accommodation. Below is a sketch of the side and rear elevation of the development as the front will be unchanged.





The overall intention is to develop a disused office above a shop unit that has been vacant for more than a year, which sits harmoniously within the context and does not over bear onto the existing structure.

Painted brick slips are to be used for the main wall of the development to match existing on a light weight timber frame which will be highly insulated. Roof tiles will match existing adjacent with traditional lead soakers to the hips where the new roof joins the existing. All windows and doors are to be painted timber.

3. Site Location

The site is located on the first floor above a retail unit at 1a Hampstead Lane, N6 4RS and access is through a shared door with an adjacent flat onto the street below.

4. Site Establishment

A temporary site welfare and mobile toilet will be established on site during construction.

Access to the site will only take place via Hampstead lane. The welfare facility, storage of waste will all be carried out on site.

Material storage will be minimised and materials will be delivered on an as need basis. A separate area on site will be created for waste collection and recycling. Time to time demolition materials will be brought down through the front door and loaded into a wait and grab lorry. Plant and machinery will be stored in the contractor's van due to the limited size of the site and limited availability of storage space.

5. Duration of Works

The hours of working which will include hours of delivery, will be the following, unless agreed with the Local Planning Authority in advance:

- Monday - Friday: 0800 - 1800 hrs;
- Saturday: 0800 - 1300 hrs. No works will be permitted on Sundays or Bank Holidays.
- Work outside these hours is expressly prohibited

6. Construction Sequence of Works

At all times the existing surrounding structures will be carefully monitored to ensure no damage due to unsupported work occurs. All work will be carried out in a logical sequence with due regard for health and safety issues.

Any unforeseen problems encountered that relates to construction will be notified to the engineers to enable a solution to be agreed upon.

The Permanent Works Engineers will be instructed at the start of the project and will assume responsibility for the structural works.

Prior to commencement of works, applications will be made for temporary provision of services into the site including water, electricity and drainage discharge

Demolition & Construction Sequence:

Site set up: Erect 2.4m hoarding around the site on first floor flat roof and ensure site is set up for staff welfare to enable demolition and construction activities.

Demolition Phase: Inspect existing structure and foundation at the side wall of the current existing garage. Strengthen the existing party wall, excavate and cast new foundation. Remove any on site construction. Any broken bricks will need to be replaced . Any unnecessary waste will be disposed prior to commencing construction works.

Construction of new single storey building to existing and internal works

Drainage works: Construct the private foul and surface water drainage systems to serve the proposed dwelling will be undertaken in accordance with the design plans of the drainage consultant. Above ground drainage i.e. rainwater pipes, channels and gullies will direct surface water runoff via separate gravity systems to connect into the existing Thames Water public sewer system.

Superstructure works:

The development comprises of 1st floor 1 bed flat which will be 38m² after extension and refurbishment. The development will require the use of power tools and plant. Once the support for the external walls has been installed into the roof of the ground floor construction will commence. After the wall construction, install timber floor joists. Finally install roof joists as specified

Façade work: This comprises of painted brick slips on insulated timber frame system to the rear. The front elevation will be left untouched.

Wind and water tightness: Insulation, waterproof membrane, windows, doors and green roof will be installed. These should all in accordance with Architect's details and specifications.

Utilities: Establish water, electricity and gas connection into the development.

Internal first and second fix works: Further to the achievement of wind and water tightness, first fix works will commence which includes stud partitions on each floor to enable mechanical installation and electrical installation. Thereafter, second fix works will commence which include tiling, flooring, and installation of kitchen, bathroom, and stairs among others.

Finally **landscaping** works will take place to the new amenity area.

After the end of the construction works site hoarding and welfare facilities will be dismantled.

7. Access and Egress

Access and exit for deliveries and pedestrians to site will be from the front of the building only where there is limited parking. This is time controlled.

The operatives on site will be required to use public transport.

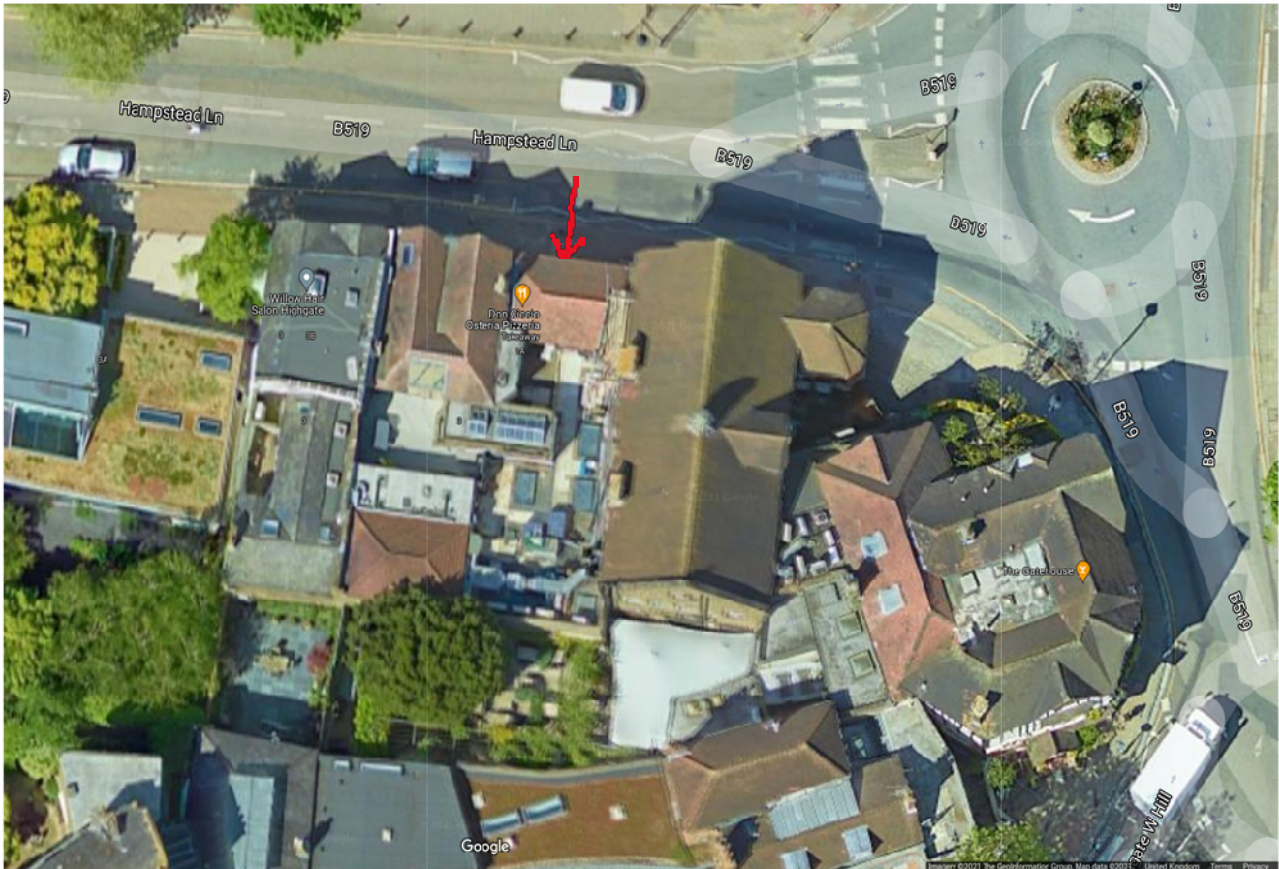
The principal contractor will appoint a banksman to ensure any deliveries for the site or larger vans are managed. In addition, the banksman will also be responsible for ensuring the vans and larger vehicles are reversing safely.

Care will be taken to ensure adequate pedestrian access on all parts of Hampstead Lane. It is not envisioned that more than one car will be parked outside the site during the construction works.

On arrival on site all operatives will be briefed on site rules, access arrangements and emergency procedures. All personnel will be issued with a pass immediately on arrival on site following the site induction.

The pictures below outlines the access and egress principles.

Access into and exit from the site



The entrance to the site is through the front door only and up a communal staircase. This will be kept clean at all time to prevent nuisance to the adjoining flat.

Access to the work location will be via the routes that will be shown to the operative at their task briefing. The emergency escape routes and details of the fire and emergency alarm signals for their workplace will also be confirmed at the site induction.

8. Traffic Management

Traffic will be directed via North road for both entry and exit from the site. Any traffic related to the development will be kept to a minimal and will be managed by a banksman appointed by the Principal Contractor. Vehicles will only be allowed to operate within the working hours section of this document.

All personnel responsible for delivering material to the site and/or transporting material away from the site will be advised in writing of the proposed / agreed vehicular access. On arrival a banksman will be present to manage the delivery, loading and off loading of materials. All operatives will be briefed on site rules, access arrangements and emergency procedures. Access to the work locations will be via the routes that will be shown to the operative at their task briefing. The emergency escape routes and details of the fire and emergency alarm signals for their workplace will also be confirmed at the site induction.

a. Parking and Loading arrangements

It is expected that one car park space will be suspended in front of site when deliveries are due.

b. Pedestrian and cyclist safety

Signages will be put up to ensure pedestrians and cyclists are aware of the works. Access for pedestrians and cyclists will be maintained throughout Hamstead Lane.

9. Haulage Routes, Material Delivery and Distribution

Materials will be primarily transported via North Road and into the site. Material delivery will be done on a just in time basis given the limited size within the site. Storage on-site will be minimal. There is likely to be not more than one delivery per day and three per week. Delivery will be done via trucks that will access the site Hampstead Lane. Some materials will be delivered at the suspended bay. The banksman on site, will liase with the delivery van to manage the loading and off loading of the materials.

10. Dust and Noise

a. General Principal, Target Noise and Vibration Level

Specific noise management procedures will be developed by the lead contractor to achieve target noise and vibration levels. BS5228 (British Standard Institute 2009) provides guidance on the target noise and vibration during demolition and construction. Of particular relevance are Parts 1 and 2: 'Code of Practice for Noise and Vibration Control on Construction and Open Sites,' which describes method for calculating construction noise and vibration. The BS5228: 2009 states:

"Noise from construction and demolition sites should not exceed the level at which conversation in the nearest building would be difficult with windows shut." Noise levels generated as a result of all activities associated with the works during hours of construction activities will not exceed 75db (A) as measured 1 meter from façade of noise sensitive properties. Vibration levels will not exceed 1mm/s PPV, in accordance with the guideline given in BS5228.

b. Noise Monitoring, Predicted Noise and Vibration Levels

The type of construction works expected to take place during development of the site comprises primarily of demolition, raft foundation, civil works, build up of superstructure, roof work and landscaping. These sources have noise levels given in BS 5228 that can be reduced to within the acceptable levels of 75db (A) by using the mitigation methods outlined below. There is no additional noise expected from generators as no generators are expected to be used on site. Noise levels will be recorded on a daily basis on site and if the levels are above acceptable levels corrective action will be undertaken.

We do not expect the vibration to be of any significance. Nevertheless noise and vibration levels will be regularly monitored by the principal contractor and necessary corrective action will be undertaken as and when required.

c. Noise Mitigation Methods

The Contractor will implement all necessary best practice methods – as described in the Control of Pollution Act 1974 – to reduce the levels of noise on the site and ensure compliance within the set limits.

Noise management control will be in accordance with recommendation set out in BS5228 – 2009.

High noise operations involving earth moving equipment and the timing of such operations will be considered on case by case basis. Other control measures will include:

- Use 'silenced' plant and equipment where possible
- Switch off engines when they are standing for long duration
- Operating machines at lower speeds when required to reduce noise
- Considering the use of temporary noise screening and reducing measures for static noisy plant
- Undertaking noise awareness training of all workers on site in regard to BS 5228 part 1 and 2

The contractor will be vigilant on noise levels and will record these on regular intervals to comply with best practice methods

Vibration Mitigation Methods

The contractor will also be required to implement vibration prevention and management methods. Similar to noise, the contractor will be required to ensure that the works are carried out in accordance to the guidelines.

Mitigation methods as and when required will include:

- Replacing plants and machines that will have significant vibration by less intrusive plants
- Locating plants, to the extent possible, away from sensitive receivers
- Providing cut off trenches to interrupt the direct transmission path of vibrations between the source and receivers
- Use certified plants that meet relevant EC Directive standards
- Train all builders on site in regard to BS 5228 part 1 and 2
- Prepare a mitigation plan where required
- Works that involve percussive equipment which are likely to transmit noise and vibration within adjacent dwellings shall only be carried out: 09.00 – 12.00 & 14.00-17.00 (Monday to Friday)
No time Saturday or Sunday.

Noise and vibration monitoring will take place on regular basis. The principle contractor will maintain records of the noise and vibration levels.

d. General Principal and Target Dust Levels

Specific dust management methods has been developed by the Principal Contractor that takes into account RBG's Noise and Dust Protocol, Institute of Air Quality Management Guidance on monitoring in the vicinity of demolition and construction sites, London Council Guidance and Mayor of London's Supplementary Planning Guidance.

Sensitive receptors to the generation of dust has been identified which has driven the development of dust management methods

The receptors include:

- Local air
- Builders on site
- Local residents in immediate surrounding area
- External surfaces and materials exposed to the dust

The site is in a residential/ retail area, with sensitive human receptors with 50m of this site. There are no sites designated as wildlife with 50 m of the site and therefore impact on ecological receptors will be limited.

Dust impacts are expected to vary during the phases of construction works.

- Demolition Phase – Since the volume of demolition is quite small and no mobile crusher will be used on site, the dust impact is expected to be limited. The demolition work is expected to take 2 weeks
- Foundation and Civil works – Overall impact again is expected to be small as the site area is limited.
- Construction Phase – Small to medium. The materials used during construction are expected to create small amount of dust. This phase of work is expected to take 4 months

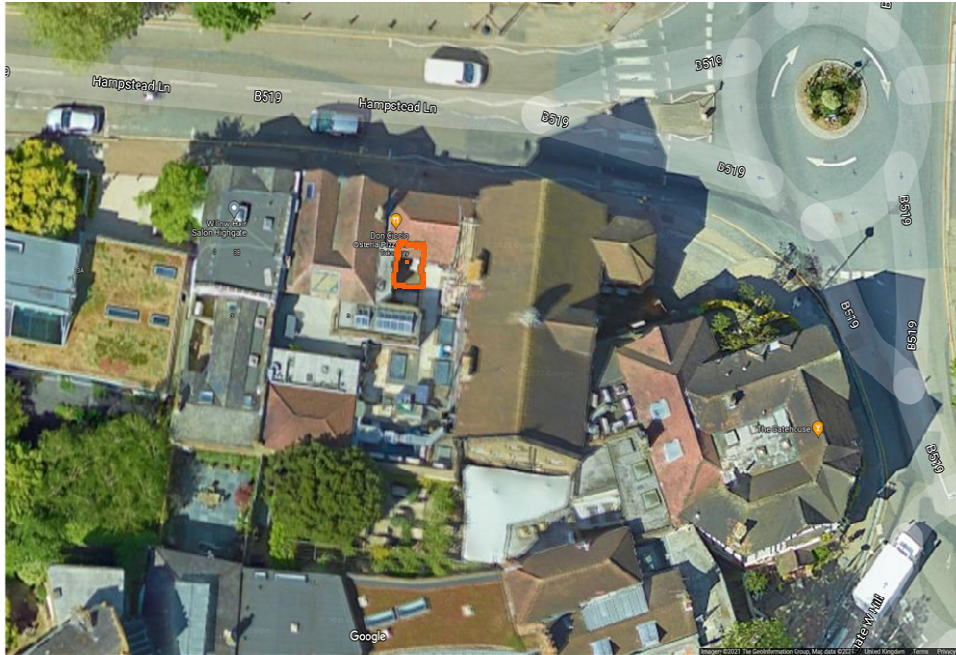
Dust Mitigation Measures

RGB's Noise and Dust Protocol and IAQMG guidance will be taken into account throughout the construction works on site. Measures adopted will be consistent with this guidance. The Principal Contractor will implement best methods to reduce levels of dust. These measures include:

- Spraying of water mist where particularly dusty works take place
- Erect solid screens or barriers around dusty activities where possible. It is noted that the hoarding proposed will help reduce the dust travelling outside the site
- Activities will be planned in a way that dust causing activities are located away from receptors
- Adequate and continuous water supply for effective dust suppression when possible
- Avoid dry sweeping of large areas
- Choose methodology for dusty operations to reduce or eliminate dust
- Whenever possible fabrication and dismantling takes place outside the site
- On-tool extraction – Removes dust as it is being produced. It is a type of local exhaust ventilation (LEV) system that fits directly onto the tool. This system consists of several individual parts – The tool, capturing hood, extraction unit and tubing. Use an extraction unit to the correct specification (i.e., high, medium or low filter units). Do not use a general commercial vacuum.

11. Waste Disposal, Wheel Washing and Waste Disposal Facilities Waste disposal post demolition

Most of the waste is expected to come from the excavation of the building foundations. Waste will be collected via the roll-on-roll-off skips and will be stored temporarily in front of the site in the area marked below. Waste will be collected on weekly basis and transferred to waste and recycling disposal site. Picture below demonstrates the area where waste will be stored



12. Neighbours at rear of Hampstead Lane

The civil works are expected to take 3 weeks. Neighbours will be notified well in advance. Neighbours will be notified of the Construction method and timeframes. Temporary floorboard will be put over any excavation work to avoid injury. Signages will be put up in advance so pedestrians are aware of any works due to take place. In the evening/sun has set passage light will be provided during the works to ensure neighbours accessing the passageway are able to clearly see the passageway at all points. No materials will be left at any point in Hampstead Lane.

13. Hoarding

A 2.4 meter high timber hoarding will be installed all around the boundary of the site. The primary purpose of the hoardings will be to prevent unauthorised access to the construction sites. Hoardings will be suitably signed and secured during the development of the site. The hoarding will display all relevant signage in respect to health and safety notices, directional signage and contact telephone numbers. The principal contractor will provide his details in the hoarding to address people's queries when required. Site works information will be displayed on the hoarding. The site hoardings will be well maintained throughout the project and regularly cleaned. In the picture below the hoarding around the site has been earmarked.

14. APPENDIX