

Construction Method Statement

Southcote Community Centre

Coronation Square
Reading
RG30 3QP

4th May 2018

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Introduction

This Method Statement has been prepared for the proposed construction of an extension and internal refurbishment at Southcote Community Centre, Reading.

This statement includes the methods to be used in constructing this project, the safeguards that will be undertaken to ensure the wellbeing of the visitors and staff using the centre, the members of public and residents in the surrounding area.

This Method Statement is to be read in conjunction with the site layout plan (appendix A).

Overview of works

The works consist of the construction of a new single storey extension, replacement of existing curtain walling plus some internal minor alterations to parts of the existing community centre. This will provide a children's library, IT Training Room and additional storage to the community.

From the design information provided, the principal construction elements of the works are; Concrete foundations, suspended beam & block floor, brick & blockwork structural walls, aluminium curtain walling system, aluminium windows & doors, timber roof structure with single ply membrane roof coverings. Internally, the works will include some standard mechanical/plumbing installations, electrical installations and fixtures and finishes.

1. Parking on Site

We propose to use the existing Library car park spaces on Monday's & Wednesday's all day and Friday afternoons after 12pm. This will create 6 car parking spaces during the construction period. We will also approach the local church to see if they could accommodate 2 or 3 vehicles during the week days and we are in the process of speaking with the shop owners to see if parking behind the shops is a viable option. We will encourage all of our supply chain to arrive on site in 1 vehicle per trade where possible. See Appendix A. There is a limited amount of on road parking around the green for visitors on a first come first served basis. Where possible, contractors will be local to the area and alternative methods of travelling to work shall be promoted where possible.

2. Loading & Unloading

All loading & unloading will be carefully managed on site and deliveries will be sequenced to avoid potential congestion. All loading & unloading will be carried out in the side road off of Coronation Square and will be banked to allow pedestrian & traffic movements to continue safely. Public shall be isolated at all times from the construction works.

3. Storage Areas

Materials storage will be kept within the site compound area. Due to the confined nature of the compound, storage is limited and where possible, deliveries will be brought in only when required to reduce storage on site. Plant will be made



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secure overnight, battery removed/disarmed and any material locked away in an anti-vandal storage cabin or inside the building.

4. Security & Site Enclosure

Given the nature of the works and its location, the security of the site is considered to be of high importance. With this in mind, the works, products & materials, plant and any openings into the existing building will be adequately safeguarded against damage & theft. We propose to situate the welfare and storage to the front of the Community Centre behind anti-climb Heras fence panels as per our site plan (appendix A). Compound to be made secure overnight and all gates kept closed during the working day to prevent unauthorized access to the site. Heras is the preferred method of segregation to provide a visible site for neighboring properties & to witness any security issues outside of normal working hours. Panels to be double clipped & checked daily.

All signage will be erected to the inside of the Heras fence panels. Should any signage get damaged or become defaced in any way, these signs will be replaced. Any fly posting or graffiti on the Heras fence panels will be removed on a daily basis to maintain a professional image.

All site operatives & visitors will be required to wear company branded PPE, sign in and out of a register located in the site office. This system ensures that operatives are strictly restricted to the working areas and that trespassers are quickly identified.

5. Scaffolding

External scaffold will be required and will meet the latest Health & Safety Standards and the needs of the trade contractors on the project. No scaffolds are required for working heights of over 2.2m. Weekly inspections will be carried out by the Scaffolding contractor and recorded in the F91 register. Brymor SHE team will carry out regular Health & Safety inspections and will also inspect scaffolds to ensure high standards are fully maintained.

6. Wheel Washing

Wheel washing is not required on this project as vehicles will not be leaving the tarmac areas. All plant will be cleaned down in the site area prior to being removed from site. All roads and footpaths will be kept clean around the site at all times.

7. Footpath Closures/Road Closures

We do not anticipate road or footpath closures being required for this project.

8. Traffic Management

All construction deliveries to the site will utilize the Southcote Lane entrance to Coronation Square and where possible, use small delivery vehicles shall be requested to minimize congestion. Due to the restrictive nature of the site and surrounding roads, deliveries will not be permitted by use of articulated vehicles.

All deliveries will be managed carefully and will be outside of the pre-school drop-off & pick-up times. Reversing vehicles will be banked by a competent banks person. All delivery vehicles should be fitted with inbuilt reversible audible sounders. In order to further minimize any potential disruption, Brymor will formulate a delivery schedule to assist in the traffic management and will monitor on a regular basis.

9. Vehicle Movement Times & Routes

Deliveries and waste removal from site are to be made outside of the peak traffic hours to avoid congestion during peak periods. Deliveries & waste removal shall not take place between 0800 – 0930 & 1445 – 1530 to avoid the pre-school peak times.

10. Site Waste Movement & Management

All waste will be segregated where possible, but due to the site restrictions, majority of waste will be placed in enclosed mixed waste skips and taken to a waste transfer station where majority of the waste is recycled. Plasterboard



waste will be segregated into a separate skip. All spoil will be mucked away by a registered waste transfer company.

11. Site Waste Management Plan

Brymor will formulate a full site waste management plan which will be in place for this project prior to commencement. Following the plan will enable the site to be managed in an environmentally sound manner to reduce waste in terms of resource use & thereby also reduce energy consumption and pollution.

Where possible, Brymor will source materials from the local area to minimize carbon emissions and will organize deliveries to assist with traffic management.

12. Control of Noise & Dust

Brymor recognize that possible noise and dust during demolition stages of the project can impact on air quality and cause harm to residential amenity with potential adverse impact on nearby building users and residents.

Burning of materials & green waste on site is forbidden.

A number of methods will be implemented to reduce the generation & dispersion of dust & debris to the surrounding areas including:

- o Work areas will be cleared on a regular basis to ensure that debris & dust does not build up.
- o Use of water suppression during cutting, demolition & cleaning exercises.
- o Utilising hand tools where practicable as their nature cause less dust.
- o Utilisation of electrical equipment rather than petrol/diesel powered equipment.
- o Vehicles carrying waste material to offsite licensed tips will be fully sheeted.
- o Ensuring that all construction plant & equipment is maintained, in good working order and not left running when not in use.
- o Regular inspection and if necessary, cleaning of pedestrian access routes, local highways and site boundaries to check for dust/mud deposits and remove if necessary.

13. Hours of Working

Brymor shall adopt the following limitations of working hours:

Monday – Friday – 0800 – 1800

Saturdays - 0800 – 1400

Sundays & Bank Holidays – No working

14. Knowledge of Method Statement

Brymor shall meet all sub-contractors prior to them commencing work on site to discuss the requirements of the construction method statement. Other topics to be discussed at the meeting are the programme of the works, Health & Safety matters, site rules & restrictions, deliveries & storage, site supervision, how the works are to be carried out, parking arrangements & delivery times.

In addition to this, all sub-contractors and site visitors will receive an induction upon arrival which will highlight the method statement, working conditions, parking arrangements etc.

