

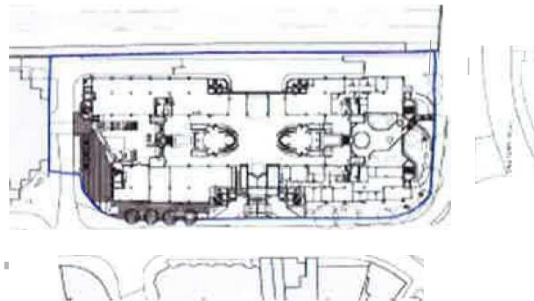
PLANNING APPLICATION No: 161882

CONSTRUCTION METHOD STATEMENT

Apex Plaza Western Entrance Reading



**Apex Plaza
Forbury Road
Reading
RG11AX**



Issue Number: Initial

Date: 22nd May 2017

Contractor:

ISG
250 South Oak Way
Green Park
Reading
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1. INTRODUCTION

The following Construction Method Statement describes in detail ISG's requirements for temporary works and logistics to enable construction of the Western Entrance and three retail units at Apex Plaza. It should be read in conjunction with the suite of diagrams T3772 - LOG -100 (Logistics Plan).

A further component crucial in any scheme and workings is Health and Safety; not only to the workforce in operating within the HSE, Legal & General and ISG requirements (which are directly linked with the "Considerate Contractors" guidelines to which the site will be registered), but the safety of all third parties where construction interfaces with the general public, highways, adjacent residences and businesses, along with the Reading Central station operations.

These details therefore endorse principle agreements made between the Project Management Team Paragon (working on behalf of the Client) along with other parties with a direct involvement with the scheme such as Legal & General and National Rail.

The site will be under the control of the ISG's Senior Project Manager, Trevor Ayles, tel 07583 182893. A log of all comments and dealings with other parties, particularly the public, will be held in the site offices for inspection throughout the project.

A newsletter will also be produced in conjunction with Paragon and Legal & General facilities management to be distributed locally during the project. An information board will be considered.

2. SCOPE OF WORKS

The project scope is to deconstruct the existing Western entrance area connected by the link footbridge from the station. The footbridge and the body of the existing stairs and the access lift will remain whilst the glazed canopy and associated steel support structure are removed. The area will then be stripped of existing planters, signage and block paving to expose the existing basement slab within the new footprint. New perimeter strip footing will be constructed allowing the area over the basement to be infilled with insulation and then screed once the new steel forming the structure is erected. New glazing and a roof of insulation with a covering single ply membrane completes the structure. A minimal amount of additional support to the basement in the form of tie beams and columns will also be installed. Once the entrance box is weathertight, the internal finishes will commence to allow new security pass gates and reception furniture to be installed. New lighting and air conditioning will service the area.

Whilst this is being undertaken, the ground floor affording Forbury Road will be re-modelled into three retail units. Block walls will divide the space and the existing building frontage will be removed to allow the installation of new glazed shop fronts with a signage space over. Each unit will be served by a new water, electric, communication and drainage point.

3. PROGRAMME AND TIMESCALES (refer to Overall Strategic Programme - Appendix 1)

3.1 PHASING

The development will be undertaken in the following phases acknowledging the requirement for the retail units to be available as the first priority.

The timescale and scope of works is as follows (please see programme as Appendix 1):

Phase 1: 10th April to July 2017

- Protect existing trees to Forbury Road.
- Install hoarding to pavement edge.
- Strip existing landscape area to Forbury Road frontage.
- Remove internal female toilet core.
- Remove existing office frontage and cladding.
- Install block division walls.
- Install new steel signage and glazing supports
- Install new shop fronts
- Install new landscaping inc raising existing vent ducts.

Phase 2: July to 9th October 2017

- Strip existing male toilet area of fixtures and fittings inc finishes to floor
- Infill small wall section and cubicle division walls
- Install new services
- Install new fixtures and fittings

Phase 3: 10th April to 9th October 2017

- • Set-up site welfare
- Install hoarding with site gates for deliveries/waste removal.
- Remove existing Apex sign and base
- Deconstruct existing glazed canopy
- Remove existing steel sections
- Install basement steel and strengthening
- Construct new re edge beam.
- Install new steel columns and beams to form entrance
- Install roof sheet, insulation and single ply roof
- Install new external sheeting to infill exposed faces
- Install new glazed screens
- Install new m&e services
- Install new internal plasterboard walls
- Install new finishes and fixtures inc reception desk and pass gates

3.2 Working hours

The site will be normally operational as per the guidelines laid out in the Considerate Constructors Scheme to which the site will be registered;

- Monday to Friday 08:00 to 18:00 hours
- Saturday 08:00 to 13:00 hours

There will be a requirement to work outside these hours when works will affect tenants, potentially such as when drilling into the main concrete structure forming fixing holes for the new steel end connections. The tenant lease agreement states that no noisy works will take place within these hours, hence the hours of working will be agreed with the Client and Tenant for outside of the hours stated.

4. TRANSPORTATION (refer to Considerate Constructor Registration -Appendix 2)

4.1 ACCESS ARRANGEMENTS

There will be no provision for parking on site. Operatives will utilise the train or bus network into the project, or they will be permitted to drop off tools for the day at the site hoarding entrance gate, before proceeding onward to a local parking site, such as the long stay parking at the side or the rear of the station that is adjacent to Apex Plaza.

During the day deliveries will generally be kept between the hours of 10.00 and 16.00 in order that vehicle movements in Forbury Road & to the main Reading Station drop off zones and buses are not affected. All deliveries will be co-ordinated and managed on a 'just-in-time' delivery basis. All contractors and suppliers will be required to agree dates and times prior to delivery and in addition confirmation of size of vehicle and unloading point to enable the site delivery gate to be manned and ready to receive. A holding area can be agreed as adjacent the motorway within an area such as Green Park or if smaller in load, even the rear basement ramp access to the Plaza. However, at peak construction times, materials may need to be brought to site early morning (06.00 to 07.00 or late from 19:00 to 23.00} in agreement when working out of hours related to specific operations as listed below;

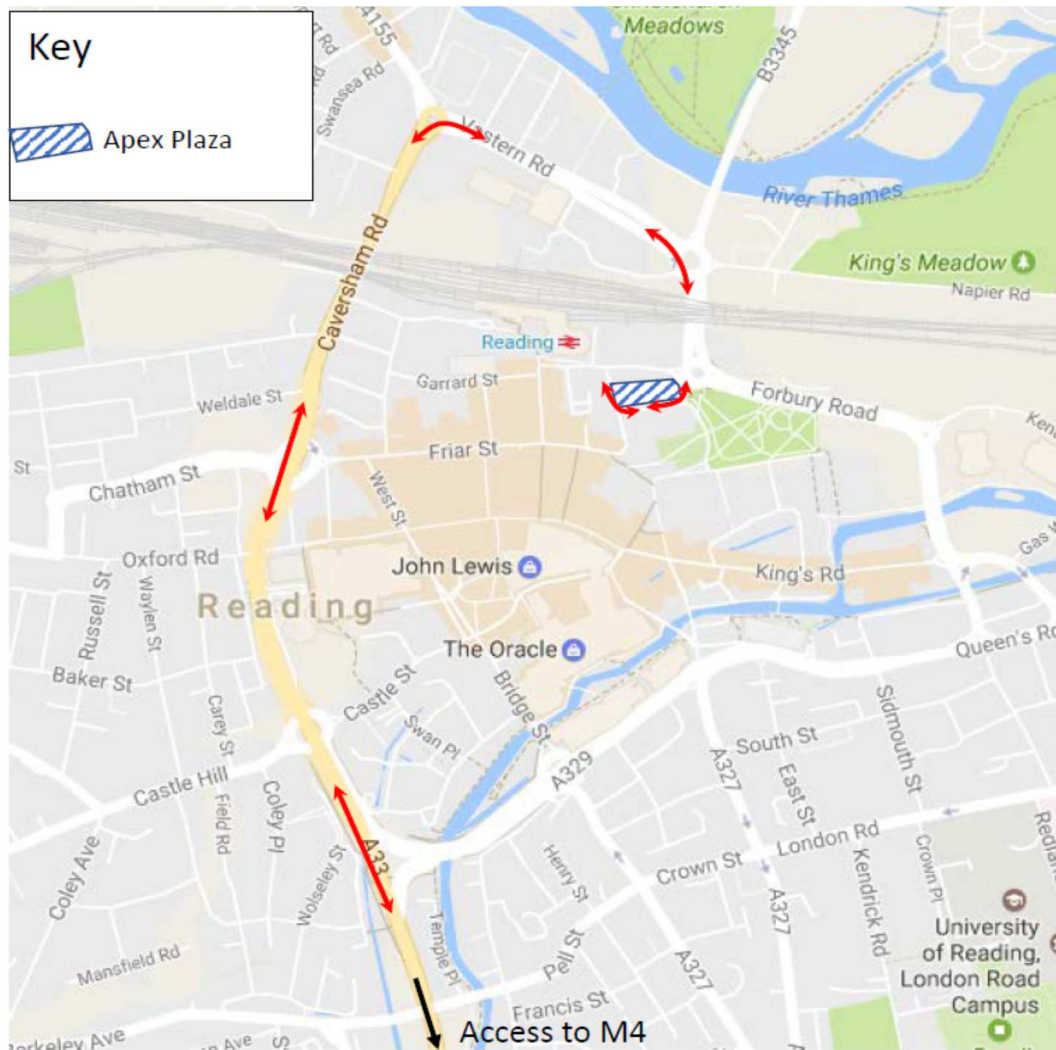
- Steel erection to new entrance area .
- Glazing to shop fronts and entrance .
- Drilling fixing points to structure.

Further, it will be stated to all contractors and suppliers that:

- No loading / unloading will be undertaken on the Public Highway at any time.
- No plant or waste materials will be stored on the Public Highway at any time

4.2 VEHICULAR ROUTING

Site traffic will be directed to use principal A class roads for accessing the site, and in particular to access Forbury Road. There is ample access from the main roundabout to the site frontage from Vastern Road onto Forbury Road. Once the vehicle is within Forbury Road, the site is accessed via the street into the basement zone. The turn into the site is possible without the need of any specialist marshalling. All vehicles can then be either fronted or reversed through the delivery gates placed adjacent the link bridge at the existing crossover via a banksman/traffic marshal!.



Plan of traffic routing

5 VEHICLE/PLANT SCHEDULE

5.1 SIZE AND FREQUENCY OF MOVEMENTS

The following details and schedules provide an overview of all plant and vehicles that will be involved in the delivery of materials and construction activities on site.

The frequency of deliveries will be ascertained during the detailed logistics and traffic management review produced during the immediate pre-construction period, and as the vehicle movement statistics are generated to reflect the works programme and design components.

Table 1: Estimated Types of Plant

Plant	Demolition	Substructure	Superstructure	Fit-out	Landscape
Asbestos (TBC) Decontamination Unit	V				
Excavators Hi-Reach (TBC)	V	V			V
Mini Dumpers	V	V	V		V
Air Compressors	V				V
Power Tools	V	V	V	V	
Hand Tools	V	V	V	V	V
Scaffold	V		V		
Delivery Trucks	V	V	V	V	V
Skips and Skip Trucks	V	V	V	V	V
Spider crane c/w sucker attachment	V		V		
MEWPs	V		V		
City crane (TBC)			V		

Demolition and Waste Management:

Skip options:	14 cubic yard
Width	4.10 metres
Height	1.85 metres
Depth	1.80 metres

Typical usage: General heavy, bulky dry non-hazardous construction, industrial/ commercial wastes. To be recycled where possible as target will be over 90% of waste not to landfill. Due to site constraints, all sorting will be undertaken at Hadley's waste transfer station at Theale, Reading.



Typical dimensions.

Excavator	2.3W x 6.SL (max) x 2.70H
Rigid Lorry 7.St	9.0Lx 2.SW
Ready Mix Concrete	2.SSW x 9.39L x 3.71H
Tipper Truck 10t	4.SLx 2.SW

Approximate Timescale of Plant Usage:

Plant	Number of Vehicle Movements/ Week	Number of Weeks construction {indicative]	Notes	Noise Measures
Hi-Reach Excavator	1 continuous within site boundary	2 weeks	Required during demolition period	Fitted with mechanical jaws to break out steel
Spider crane	1 continuous within site boundary	6 weeks	Required during demolition and superstructure install.	
Excavator	1 continuous within site boundary	6 weeks	Required during ground works to reduce levels and excavate to basement	
Breaker	Continuous within site boundary	2 weeks	Required during demolition and ground works	Mufflers fitted
Air Compressors	Continuous within site boundary	2 weeks	Required during demolition and groundwork period	Suppressed at source
6 cu.mt r. Ready Mix Lorry	2-3	3 weeks	Vehicle movements during groundwork construction period specifically to ground floor slab	
Articulated lorries	8	2 weeks	Vehicle movements for steel beams & plant	If we can't splice beams
10t Delivery Trucks	60	26 weeks	Vehicle movements for general material deliveries	
Skips and Skip Trucks	26	26 weeks	General waste control during construction period and removal of demolition arisings	
MEWPs	4	15	Required during demolition and superstructure works	

6 CONSTRUCTION FACILITIES/LOGISTICS (refer to Logistics Plan-Appendix 3)

6.1 SITE COMPOUND

The site boundary will have a secure hoarding erected at the rear of the footpath. It will be counterweighted to avoid the necessity to disturb paving and dig down thus alleviating any services risk. There are also mature trees along Forbury Road that have a TPO, so a solution not disturbing the roots is a benefit. This is not envisaged to require a hoarding licence for the location. The hoarding gates will be sited at the existing crossover adjacent the link bridge and will be 3m leaf gates to allow trailers and cranes to access the site footprint. A pedestrian gate will also be included to allow the safe passage of the banksman/traffic marshal to attend to deliveries or access to site. This is not envisaged to require a crossover licence.

The site welfare will be located within the demise of the Western entrance area link bridge. Temporary services will be run from the existing plant room and toilet block to serve proposed office, canteen, drying room and toilet as illustrated on the logistics plan. No site huts or welfare accommodation will be provided on the footprint due to the restricted room required for the construction and access to form the new ground slab.

By locating the welfare on the link bridge, all operatives will utilise the doors from the station into the site. This will enable the delivery gate and alternative entrance to be locked and controlled for when deliveries are expected and notified so that they can be properly received and dealt with and hence minimise any impact on the street from Forbury Road. Deliveries can be held at the ramp head of the basement as previously described until arrangements are made to allow access to the main site area within the **site** hoarding.

6.2 STORAGE

As stated, deliveries will be *Just In Time* to avoid storing on site. There are opportunities to store materials within the shell of the retail units, which can take glazing frames, blocks, plasterboard, framing etc in zones as designated on the Logistics Plan. A specific area will be designated to a trade. There are also works to be undertaken within the basement car park area. These are mainly service related to the new LTHW and electrical supplies. Tray and pipe will need to be supported to the underside of the basement slab to distribute water and electric as well as cutting into the existing drainage for adaption. There will be an opportunity to utilise some storage area within the plant areas of the basement.

6.3 SITE FACILITIES

There will be very limited site access and plant movement from site to road. On this basis, a localised wheel wash facility of an operative with a water hose and brush will be responsible for cleaning any wheels that require same. There is a very limited excavation package, the works to landscape along Forbury Road build up the levels to the new shop fronts, with hard landscaping capping the areas. A monitoring of the surrounding footpaths and roads will be undertaken to ensure hoardings are in very good order and that there is no accumulation of debris, or litter.

6.4 Measures to control the deposition of dirt/mud on surrounding roads during construction
Due to the nature of the works being carried out and the plan to retain the existing block paving surface in position for as long as possible it is not considered that any dirt or mud will be generated from the works. Our proposal is to retain on site a pressure washer and for the banksman to check all vehicles prior to leaving site and clean down the vehicles as necessary.

7 SITE LOGISTIC REQUIREMENTS

7.1 PRINCIPLE INTERFACES WITH READING BOROUGH COUNCIL

There are no expected interfaces with Reading Borough but for;

- Works to tree areas protected by TPO's
- Dismantling works
- Erection of hoarding and gates

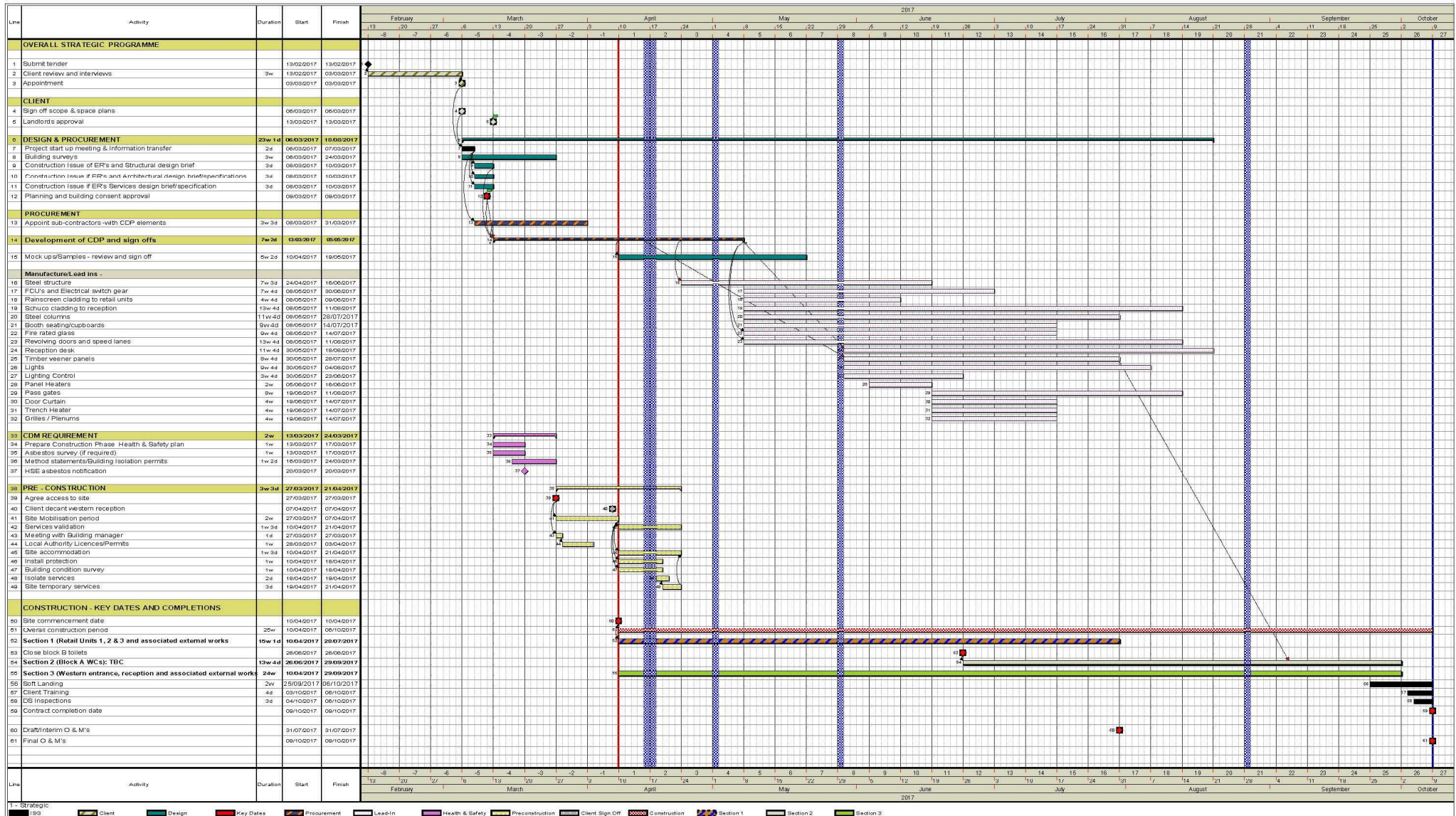
8 SERVICE DIVERSIONS

There is a requirement for each of the retail units to have a new metered water supply from Forbury Road (adjacent the Southern entrance). Liaison is ongoing at present for the obtaining of a quotation from TWA

9 CMS DEVELOPMENT, APPROVAL AND COMPLIANCE

Issue	Date	Issue	Approval
INITIAL	29 th March 2017		
1	22 nd May 2017		
2			

OVERALL STRATEGIC PROGRAMME



ISG PLC, 33 Aldgate House, Aldgate High Street, London, EC3N 1AG

Tel. 020 7247 1717 Fax. 020 7247 8656

Planner: ACH

Comments : Pre-Construction amendments

Drawing ref : C:\Users\aharper\Documents\Team Plan files - Current\MP50203 - Apex Plaza - Reading\MP50203 - LEGAL & GENERAL - APEX PLAZA, READING.ppt

Prog No. MP50203 - OVERALL STRATEGIC PROGRAMME

Issue date : 06/04/2017

Revision No. Contract issue - A

Revision date : 12/04/2017

Considerate Constructor Registration

APPENDIX 2

Constraints to be considered:

- Station users
- Commercial neighbours
- Busy roads at peak times
- Insufficient space on site for parking
- Local environment
- Office staff
- General public

Mitigation measures

- CCS participation
- Fully segregated site
- Letter drop to all prior to works commencing giving contact details
- Regular newsletters to keep neighbours informed
- Constant liaison with L&G facilities management

Parking

- Off site solution with permits and shuttle bus
- "Doors shut policy" - Site to be opened for 06.30 and all contractors to be on site for 07.45 when site entry will be closed
- All contractors to have left site by 16.30 to avoid overloading roads

Deliveries

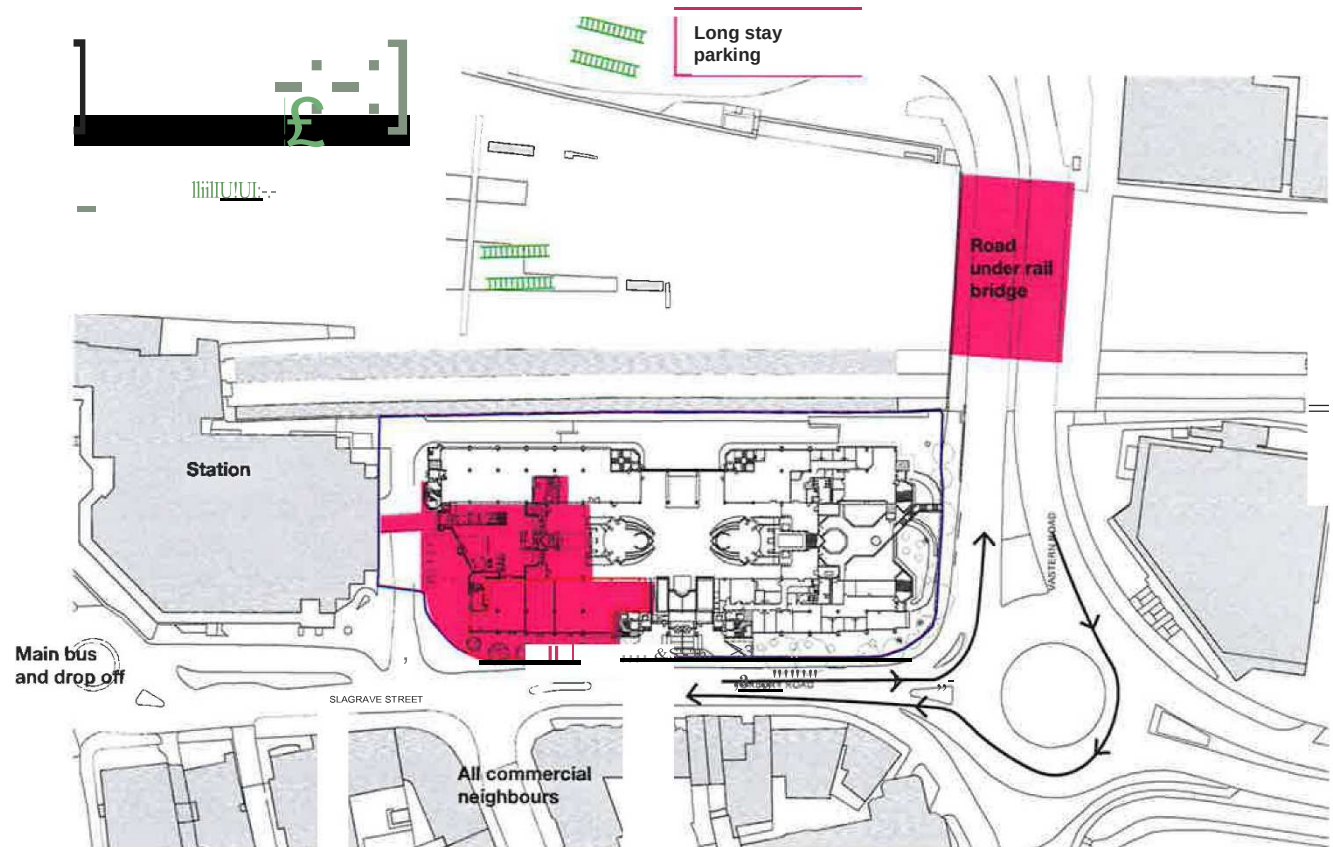
- No deliveries between 07.45 to 09.30 to avoid peak congestion periods
- JIT deliveries
- Full time gateman/traffic marshal
- Vehicle turning within road, access to site through gates

Environment

- Fuelling areas established away from water courses and existing drains
- Electric powered access and tools
- Spill kits available
- COSHH stores established
- Solid hoarding to prevent wind blown debris to be monitored by gateman
- Appraise and verify Asbestos survey records

Noise and dust

- New/well maintained plant to be used
- Damping down and suppression for dust producing operations
- Foundation and frameworks at time of year when windows will be closed
- Site temporary power from existing supply to avoid generator
- Liaise with facilities management for exceptionally disruptive works - options to do it in one hit or hour on hour off etc.



Site logistics plan

