5 St Margaret's Street, Bradford On Avon, BA15 1DA
CONSTRUCTION METHOD STATEMENT

Prepared by: Entran Ltd

WEST OF ENGLAND TRAVEL PLAN AWARDS GOLD AWARD

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CONSTRUCTION METHOD STATEMENT

Revision	Date	Notes	Author	Checked	Approved
V1	Dec 2021	Issue	DJA	DTW	RGW
V2	Sept 2023	Response to Council Comments	DJA	DTW	RGW

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1.1 Site Location

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A Site Plans

1.0 INTRODUCTION

1.1 Overview

1.1.1 This Construction Method Statement (CMS) has been prepared by Entran Ltd in order to discharge Planning Condition 2 of planning permission **LPA ref:** 20/08674/FUL prior to commencing development.

1.1.2 The condition reads as follows:

No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

a) the parking of vehicles of site operatives and visitors;

b) loading and unloading of plant and materials;

c) storage of plant and materials used in constructing the development;

d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;

e) wheel washing facilities;

f) measures to control the emission of dust and dirt during construction;

g) a scheme for recycling/disposing of waste resulting from demolition and construction works; and

h) hours of construction, including deliveries;

1.1.3 This CMS will be updated once a contractor is appointed.

1.2 General Developer/ Company

1.2.1 CMS contact details, unless advised otherwise are;

RN Real Estates, C/O Francis Clark Llp North Quay House, Sutton Harbour, Plymouth, United Kingdom, PL4 0RA

1.3 Project Summary

1.3.1 Particulars of Development: Alterations to listed building including loft conversion to create 1 no. flat, demolition of rear extension, excavation of rear garden and erection of 3 no. flats with associated landscaping, cycle parking and waste/recycling storage.

1.4 Construction Method Statement

1.4.1 The contractor will aim to complete the project within the contract time scale of 35 weeks (to be updated once a contractor is appointed) and to the design and specification set out in the contract documents but the company will do this with all due regard to the health & safety of the local community and amenities, project personnel and the environment.

1.4.2 The contractor will actively seek to reduce any adverse impact on the environment, to levels which are reasonably practicable to attain, by implementing high standards of management and pollution control and by complying fully with all relevant legislation.

1.4.3 It is not intended to have any, structures or hoarding overhanging the public highway. The hoarding will be constructed within the site boundary and will not impose upon the public footway or any privately maintained public realm.

1.4.4 All scaffolding will be erected within the site boundary.

1.4.5 All traffic will enter and exit the site via St Margaret's Street.

1.5 Site Location

1.5.1 The site location is shown below in Figure 1.1.

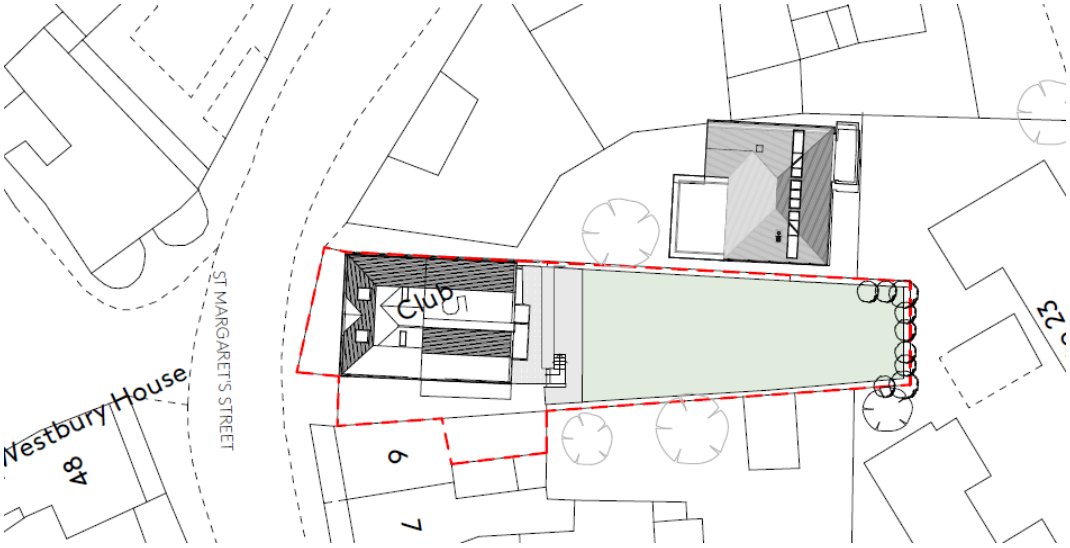


Figure 1.1 – Location Plan

2.0 CONSTRUCTION STRATEGY

2.1 Overview

2.1.1 This Chapter provides an outline of the preliminary construction strategy for the development.

2.1.2 Planning for enabling works, construction, fitting out and commissioning is necessary work in progress at this stage and may be subject to modification as programming progresses. The initial construction strategy is based on reasonable assumptions and the experience

2.1.3 An increase of traffic movements will occur along the access road and as such an allocated slot to arrive at the site and a strict policy of no waiting outside the site will be enforced.

2.1.4 It is recognised that access to the rear of the site is very constrained and limited to a narrow side entrance. Should the need arise, which is as yet unknown, the Council may be approached to grant a specific crane licence which will involve the updating of this CMP including plant location, crane swing radii and the such like.

2.2 Construction phasing

2.2.1 The development will be completed in a single continuous phase and start and end dates as follows (to be updated once a contractor is appointed):

Start – December 2023

End – September 2024

2.3 Hours of operation

2.3.1 The anticipated core hours for construction will be 8.00am to 5.00pm Monday to Friday, 8.00am to 1.00pm on Saturdays. There will be no works on site on Sunday's or Bank Holidays.

2.4 Site Facilities

2.4.1 A secure site boundary will be established and will include on site from the outset a Project Office, Site Office, Induction / First Aid and the required welfare facilities.

2.5 Access

2.5.1 There will be a single site access for both equipment, materials and pedestrians onto the site that will remain in place for the duration of the project.

2.5.2 Traffic management will be carried out by Banksmen with deliveries pre-booked and approved prior to calling in.

2.5.3 All construction personnel and visitors will be required to sign in and out.

2.5.4 The location of the welfare facilities will be located away from any of the work to be carried out.

2.6 Protection of Pedestrians and Vulnerable Users

2.6.1 A perimeter hoarding of 2.4m high will be installed to segregate the works from the adjacent public footpaths and highways. Safety notices will be erected on a frequent basis to notify pedestrians of the construction work. This signage will be both written and visual images to convey the dangers associated with construction sites.

2.6.2 The signage will address different languages if deemed necessary. The perimeter of the site will be monitored 24/7 by CCTV using a remote monitoring station with audio capability. The entrance to the site will be manned full time and the traffic marshals will control pedestrians affected by vehicles arriving and leaving the site.

2.6.3 In addition, all deliveries will be planned in advance and consequently will be expected at a given time for arrival at the site. The planned construction works do not require working adjacent to or over the public footpath and highway. The approved traffic routes to the project will be assessed and as far as practicable will avoid schools and cycle routes. Furthermore, the Considerate Constructors Scheme will be operated for the project which promotes the significance of protecting the local residents from the hazards inherent from a construction site.

2.6.4 Pedestrians and cyclists will be protected by means of scissor barriers as necessary.

2.7 On-site parking

2.7.1 There will be no on-site operative parking and all operatives will be requested (if able due to current government restrictions) to car share and park appropriately and with due consideration to residents on the local highway network. Inconsiderate parking will not be accepted.

2.7.2 A clear parking space for emergency vehicles outside the site will be maintained.

2.8 Road Closures and Pedestrian Diversions

2.8.1 Road closures are not required but minor pedestrian diversions will be required.

2.9 Signage

2.9.1 All necessary entry and on / off site signage for vehicles and pedestrians will be appropriately located, as will the site's relevant contact signage etc.

2.10 Plans

2.10.1 Site logistic plan is attached as **Appendix A**.

3.0 CONSTRUCTION VEHICLE MOVEMENTS AND MANAGEMENT

3.1 Overview

3.1.1 During the construction period different types of construction will generate varying levels of construction traffic.

3.2 Construction vehicle numbers

3.2.1 At this stage demolition / construction material quantities have not been assessed in detail. To provide an estimate of the likely number of construction movements a calculation of key construction stages has been made which translates into average vehicle movements. An estimate of the peak construction movements has then been predicted.

3.2.2 The peak construction movement is expected to be in the order of 1 HGV a day (subject to change during the demolition and building process). It is anticipated that HGV's will only visit site for a short duration to drop off and pick up materials. All vehicle engines will be switched off at this point also.

3.2.3 Forklifts and / or manual methods will also be used across the site for unloading and the general distribution and lifting of materials.

3.3 Booking Protocol

3.3.1 The appointed contractor will manage the booking in and attendance of all deliveries.

3.3.2 If a delivery vehicle has not been booked in, the vehicle will not be permitted to make the delivery and will be sent away from the site. A new delivery day and date will need to be booked. All contractors and hauliers will be informed of this prior to work commencing.

3.3.3 All deliveries and collections will take place kerbside with material then transported to / from the site.

4.0 SITE MANAGEMENT MEASURES

4.1 Introduction

4.1.1 This chapter outlines the overarching management measures and initiatives which form an integral part of the CMS.

4.1.2 The CMS aims to ensure that the construction of the proposed development will be undertaken efficiently, thereby minimising negative impacts on residents and commercial occupiers, the local highway network, and the local environment. In order to ensure impact is minimised the CMS will require the principal contractor and all sub-contractors to fully commit to the 'Considerate Contractor' code of practice.

4.2 Management Practices

4.2.1 During all stages of demolition and construction a Site Manager will be employed. The Site Manager will be responsible for maintaining the CMS. The CMS will be routinely reviewed on a monthly basis and at interim stages as required. The Site manager will report any updates or improvements to the CMS to WC on a monthly basis. All updates will need to be approved by the Local Authority (WC). Compliance with the CMS will be a contractual requirement for the main contractor.

4.2.2 The Site Manager will also maintain the *Complaints and Consultation Procedure* document. This sets out the intended method for consulting with local stakeholders prior to commencement and advising them of key milestones during the construction process. The *Complaints and Consultation Procedure* requires the Site Manager to provide his/her contact details and an agreed complaints procedure to all stakeholders prior to commencement.

4.2.3 The appointed designers will programme, and progress coordinated design to enable timely procurement and appointments, especially where specialist contractors have a design responsibility.

4.2.4 The design teams work to quantify and mitigate all H&S risks as the designs develop. Milestone dates will be set for the final agreement of all design, layouts and specifications

4.2.5 The applicant will request progress updates from the main contractor which will include as part of the agenda the CMS performance including complaints from local residents and businesses and disruption to the public highway along with mitigation measures to prevent reoccurrence.

4.3 Health, Safety & Environmental

4.3.1 A proactive approach to all aspects of Health, Safety and Environmental Management will be taken.

4.3.2 A system will be set up to record / report all incidents, hazards, accidents and inspections and analyse any arising trends.

4.3.3 All subcontractors will undergo a selection and pre-qualification process prior to their employment. This will establish that they operate at a satisfactory and compliant standard. Their Company Health & Safety Policy, their Environmental Policy and records of accidents and incidents are required prior to gaining status as approved subcontractors and only sub-contractors on the approved register will be employed on this site.

4.3.4 Health & safety support, advice and information will be given to the site management and a full monthly review of site activities and performance will be implemented.

4.3.5 A first-class approach to H&S by specialist contractors will be expect at all times.

4.3.6 All plant utilised will be from recognised suppliers and care will be taken to ensure correct and current certification accompanies the equipment. Only operators who have been trained and who hold current certificates will be allowed to operate plant or equipment.

4.3.7 Manhandling of materials will be avoided whenever possible, however when this is unavoidable it will be ensured that safe and stable access ways are prepared and that manual handling aspects have been considered.

4.3.8 The use, position and methods of operation of all plant and equipment used on site will be documented in specific method statements to be in place before any section of works start. The exact size, capacity and position of the major items of plant is subject to agreement by all interested parties but in time to allow placement of orders to meet the programme requirements.

4.4 Highway Protection

4.4.1 As all deliveries will take place kerbside and materials transported to / from site, wheel wash stations are not required. Nevertheless, footpaths and effected highway will be washed down as required at the end of each day. In the event that dirt does find its way onto the public highway a road sweeper will be deployed to clean the highway.

4.4.2 Works which may impact on the public highway, whether footways or carriageways will require traffic management in accordance with Chapter 8 of the Department for Transport's *Traffic Signs Manual*. All traffic management will need to be authorised by the relevant highway authority before implementation.

4.5 Storage of Materials

4.5.1 All materials will be stored on site. Such planning and strategy will minimise the space taken by stored materials and will increase efficiency, organisation and minimise wastage due to damage.

4.5.2 In order to ensure that the work areas are maintained in a clean condition and free from debris, a good housekeeping system will be employed whereby rubbish & waste will be collected on a regular basis and deposited to managed skips to prevent any build up. There may be times where skips will ned to the kept on the public highway for which approval from WC will be sought.

4.5.3 All plant and materials will be stored safely in a dedicated area and collected / returned as required.

4.5.4 During the demolition phase, rubble will be stock piled safely in an area of the site ready to be recycled.

4.6 The erection and maintenance of hoardings.

4.6.1 Construction activities will take place within a safe and secure, hoarded environment. The contractor will liaise with WC to see all licences are in place and maintained as required.

4.6.2 Hoardings will be min 2.4m high ply faced timber framed hoardings designed to withstand wind and impact by our temporary works Engineer.

4.6.3 Hoardings will be inspected, and repair as required the site boundary hoardings to ensure security is maintained and the site is well presented for the duration of the project.

4.6.4 Health, Safety & Environmental + General Information signs and details concerning the project will be displayed. This will include the contractors contact details and out of hours contact details.

4.6.5 A viewing "window" will be a feature of the hoardings to allow the Public a view into the scheme as it progresses.

4.7 Procurement Strategy

4.7.1 The procurement strategy will demonstrate a commitment to safer, more efficient and more environmentally friendly distribution.

4.7.2 Contractors will also be encouraged where feasible or practical to source items locally to reduce the number and journey length of deliveries.

4.8 Waste Management

4.8.1 In accordance with the principles of the UK Government's *'Waste Strategy 2000'* a primary aim during demolition and construction will be to reduce the amount of waste generated and exported from the site. This approach complies with the waste hierarchy whereby the intention is first to minimise then to treat at source or compact and finally, to dispose of off-site as necessary.

4.8.2 The contractor will be required to produce a construction Site Waste Management Plan, which will contain:

- Classification of all wastes expected to be produced;
- Estimation of the quantity of each type of waste;
- Measures to minimise waste generation;
- Record all types and quantities of waste;
- Waste segregation plan;
- Identify the waste management action for each type of waste including re-using, recycling, recovery of disposal; and
- Measure to provide adequate staff training and awareness.

4.8.3 The principal contractor will ensure that the plan is kept on site and every other contractor knows where it is kept. All relevant contractors will be required to investigate opportunities to minimise and reduce waste generation.

4.8.4 As a matter of principle, all waste containers shall be clearly labelled using standard waste signs to clearly identify the waste which should be deposited in them.

4.8.5 All waste containers shall be placed in a designated area, segregated wherever practicable.

4.8.6 Non-compliance: where sub-contractors in practice do not comply with the waste management strategy they will issued with a non-conformance notice detailing the improvement required and will be contra-charged the cost of any cross contaminated containers that have been collected.

4.9 Site facilities

4.9.1 The construction site layout will include a site office and staff welfare facilities. The location of the office and welfare facilities will change during the phases. A safe pedestrian route will be established and maintained at all times from the personnel access points to the site office and welfare facilities.

4.10 Noise

4.10.1 Noise will be monitored on site. If breached works will cease, alternative methods will be reviewed, with the possibility of further noise screening or shorter duration of breaking activities.

4.10.2 All works on site that create noise will not be for sustained periods and will be intermittent. The predicted noise levels for the project are, Noise – Maximum 78dB (LAeq, 1hr) and an average of 75Db during the first month and 65Db or lower over a 10 hr period thereafter. Unless it can be demonstrated that noise levels in the area are already higher than 65dB LAeq,T

4.10.3 This will be measured at (or corrected to) a location representative of the nearest noise sensitive receptors. (ABC method set out in BS5228:2009+A1:2014 Part 1)

4.10.4 Live monitoring of vibration will be undertaken during periods where heavy plant and equipment will be utilised for the demolition substructure works. Vibration levels will be kept in line with Good Practice Guidance for Noise and Vibration. In the event that the noise and vibration levels exceed permitted levels, works will be stopped immediately, and the working method will be reviewed to determine whether another method can be used to reduce the levels.

4.10.5 If required, acoustic screens will be deployed to reduce noise and other plant/tools will be used to reduce the vibration levels. Non-diesel equipment will be used where possible.

4.10.6 Furthermore;

- plant will be selected to minimise the potential for noise generation and in this regard appropriate plant will be inspected and maintained at regular intervals.
- Method Statements developed to focus on minimising noisy activities.
- Position plant away from site boundaries whenever practical.
- See that no transistor radios are used on site.
- Ensure a clear point of contact and an action plan should any issues arise.
- Strict controls on the sequencing of works and providing noise protection will be observed for each activity.
- On site noise levels will be monitored regularly, particularly when changes in process are required, or in response to complaints.
- Any compressors brought on-site will be silenced or sound reduced models.
- All pneumatic tools will be fitted with silencers or mufflers.
- Deliveries will be programmed to arrive during working hours only. Delivery vehicles will be prohibited from waiting within the site with their engines running (so as to minimise air quality and noise and vibration impacts).
- All plant items required for use during construction will be properly maintained and operated according to manufacturer's recommendations in such a manner as to avoid causing excessive noise. All plant will be sited so that the noise impact at any nearby noise sensitive properties is minimised.

4.11 Lighting

4.11.1 Demolition and Construction will only take place during daylight working hours; therefore, temporary flood lighting shall not be necessary and will not be used.

4.12 Dust

4.12.1 Logistics operatives will ensure that all areas that have the potential to create dust are watered down frequently via water sprayers and / or sprays.

4.12.2 Waste materials will be stored and disposed of frequently to ensure they do not create further dust hazards.

4.12.3 Wheel washing stations will be set up at the site exit to ensure no dust particulates and / or soil deposits are transferred onto the public highway.

4.12.4 As standard, covering of spoil, skips and trucks will also be used.

4.12.5 All hand tools that have the potential to create dust will have dust extraction equipment attached to them as a minimum requirement.

4.12.6 Any arising dust and air quality complaints, identify the cause, take appropriate measures to reduce dust emission in a timely manner, and record the measures taken. Any such complaints will be logged and made available to MDC when asked.

4.13 Training

4.13.1 All managers working within the project team will be trained in environment awareness or environmental management as a minimum requirement. Sub-contractors working on the project will be required to submit method statements and risk assessments for their associated works. Within the method statement, details on how noise and vibration will be managed and how the works will be implemented to keep levels within acceptable tolerances will be provided. This will meet the training criteria stated within BS 5228:2009.

4.14 Complaints

4.14.1 All contractors working on site will abide site rules. The site will have an onsite smoking area provided along with a fully functional site canteen. By supplying these provisions, it is the intention to contain all site operatives within the site boundary so far as reasonably practicable within the site working hours.

4.14.2 A complaints log will be held at the security reception, in the event that a visitor or pedestrian has any reason to want to make a complaint. The first point of call for any complaint will be handled by our CEMS. There will be a contact number and email address located on the site hoarding offering a 24-hour contact number for any issues that may arise during the construction of the project.

4.15 Provision of information

4.15.1 All contractors working on the project will be sent a copy of the CMS as part of their contract. Within the CMS, there will be information on delivery routes, delivery times, restrictions and the delivery booking in system. It is the responsibility of the contractor to ensure that every contractor sends this information to their respective supply chains and to monitor the process accordingly, to ensure they conform to the site requirements. Every contractor working on the project will be bound to comply with the CMS.

4.16 Security

4.16.1 In order to comply with the Construction (Design and Management) Regulations 2015 the contractor has a duty to ‘take reasonable steps to prevent unauthorised access to the site’.

4.16.2 On-site facilities, tools and materials will be safeguarded during site working and nonworking hours and our Project Manager will hold overall responsibility for security matters.

4.16.3 Out of hours site contacts will be made available to Security Monitoring, Police, Local Residents and will be displayed on the site hoardings.

4.16.4 Electronic intruder detection and alarm systems will be installed as necessary and security specialist will monitor and attend by patrol out of hours when required.

4.16.5 Perimeter hoarding as well as internal screens will be inspected to ensure security measures are

maintained in good order.

4.16.6 Secure containers and toolboxes will be used and any hazardous materials or valuable tools will be secure each evening and when not in use.

4.17 Fire Prevention

4.17.1 A project fire plan will be prepared prior to the commencement of the works as part of the Construction Health and Safety Plan. This fire plan will be followed and developed as required through the project.

4.17.2 Temporary fire points will be established for each working area including the various site offices and facilities.

4.17.3 Arrangements will include the provision of sounder devices for use in an emergency as part of the site fire plans.

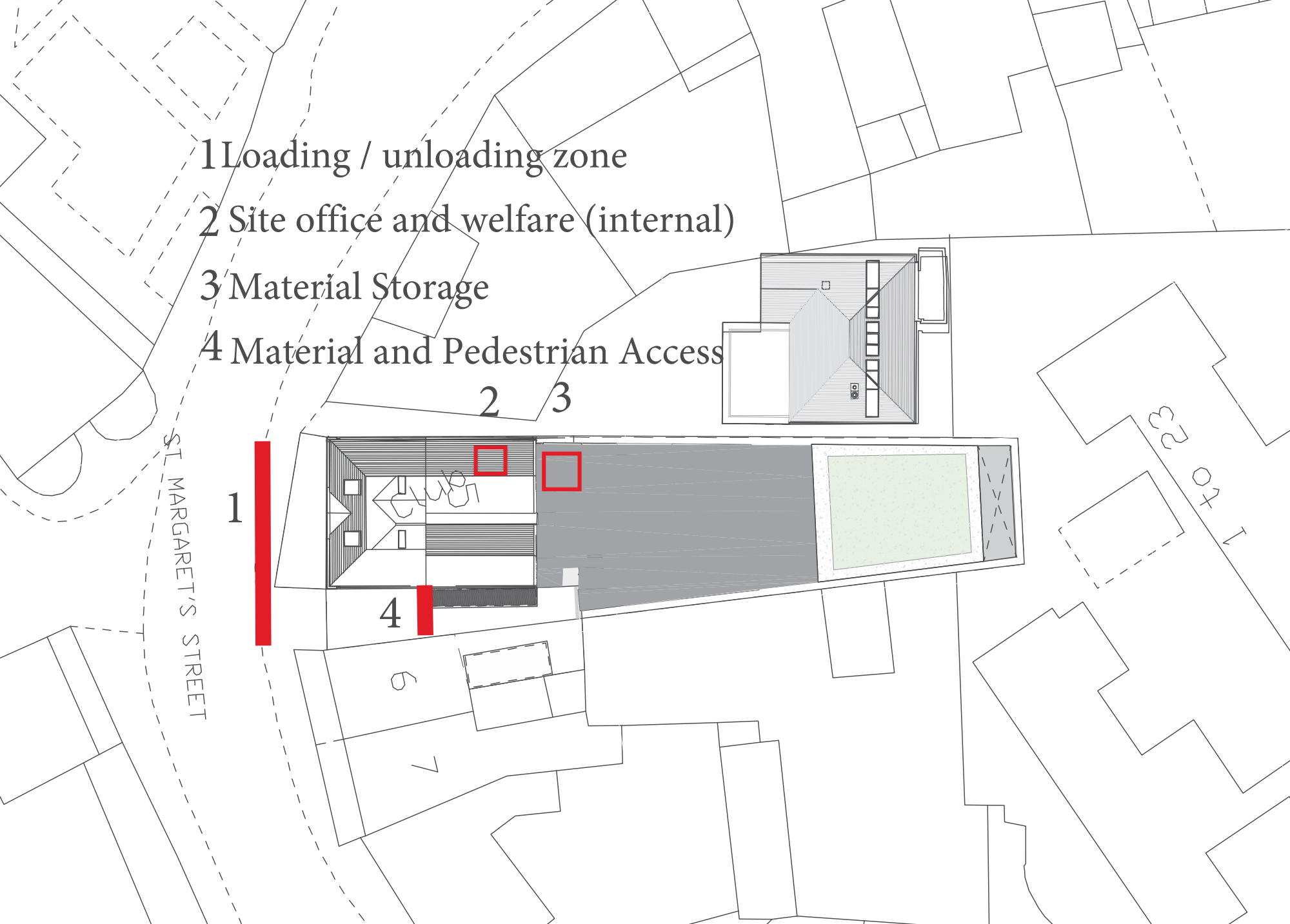
4.17.4 Work areas will be inspected at the end of each working day to ensure they are left in a safe condition.

4.17.5 Material storage will be kept to a minimum and combustible materials will be stored carefully and in separate areas.

4.17.6 Dedicated emergency routes and assembly muster points will be clearly identified.

4.17.7 Emergency procedures will be explained to each operative as part of their site induction process and information will also be displayed in prominent positions.

Appendix A


1 Loading / unloading zone
2 Site office and welfare (internal)
3 Material Storage
4 Material and Pedestrian Access
2
3
1
4
ST MARGARET'S STREET