First Floor, Unit 12 Avant Business Centre, Denbigh West Ind. Est. Bletchley,
Milton Keynes, MK1 1DL



Development at
Cambridge Road,
Barkway, Hertfordshire, SG8 8BS

Construction
Method Statement & Traffic Management Plan

December 2017

1.0 **INTRODUCTION**

1.0.1 The site is located to the Northern end of Barkway Village, adjacent to The Barkway Social Club. The site sits on the outer edge of the residential area, with residents to the south, east and west of planned area.

The site itself was grazing land, laid to grass.

Boundaries to north, East and west are made up of hedges with post and barbed wire fence within the hedges, part of the southern boundary is 1.8m high chain link fence, which secures BT open reach telephone exchange. Eastern boundary fronts on to Cambridge road.

1.2 This Method Statement specifies the requirements and objectives concerning the method of site operation that shall be observed at all times during the fulfilment of the Project.

1.3 The objective of this Method Statement is: -

- As a checklist for Site Management during the running of the Site so as to provide acceptable Site presentation;
- To provide an introduction for Site Management and Sales Advisers as to how the development shall be organised and managed

2.0 BUILDING PROGRAMME

2.1 Programme Guidelines
Programme to be submitted when site is available for operation

2.2 Service Authorities
The Technical Manager will convene a co-ordination meeting with all Service Authorities to discuss Programme, Health and Safety and Site Tidiness requirements. Thereafter it will be the Site Manager's responsibility to liaise with the Service Authorities to achieve site requirements.

2.3 Build Sequence
The build sequence shall be as the agreed programme.

2.4 Working hours
Due to the proximity to the residential areas working hours will be restricted as follows:

- Monday – Friday 8.00 a.m. - 6.00 p.m.
- Saturday 8.00 a.m. - 1.00 p.m.
- Sunday and Bank Holidays No noisy activities on site
- No deliveries before 8.00am
- No deliveries after 4.00pm

3.0 BUILD SEQUENCE OF WORKS

3.1 Preliminary Site Preparation
Works required to be carried out on mobilisation on site shall be completed as soon as possible. In particular, the Site Manager shall: -

- Ensure that all site personnel are inducted.
- Establish site accommodation - site office and amenity facilities and services; site compound in the position show on the attached plan.

- Erect specified boundary, screening and protective fencing.
- Establish if required, temporary Sales Centre with mains electricity, water and drainage.
- Ensure that the building sequence requirements are clearly understood by Site Management and personnel.
- Ensure that all necessary steps are taken to provide materials and manpower resources to meet programme requirements.
- Specific attention is drawn to the following matters, which shall be taken into account: -

3.2 Site Compound

The Site Compound location is to be confirmed. The site compound shall be protected and screened with a 2.4-metre-high fence and matching security gates and shall have provided a clean and tidy access to the site office.

3.3 Site Personnel Car parking

There is no parking on site.

3.4 Boundary Fencing and Walls

All site boundary fencing is to be erected immediately to the areas shown on the site layout.

3.5 Wheel Washing

All vehicles leaving site are to be checked and where applicable wheels should be cleaned to prevent mud / debris being deposited on the road. In the event that any mud is inadvertently deposited on the highway immediate action will be taken to clear it up. Runoff water will be collected into a sump so as not to disperse on to the public highway.

A mechanical lorry sweeper will attend site as required and will be supplemented with the pressure washer as conditions dictate.

3.6 Scaffolding

Scaffolding shall be erected in such a way that there is always ease of access both to the rear and to the inside of the units. All door ways to be kept clear after 1stlift is completed.

3.7 Offsite Highway Works

There will be no temporary access works to the highway. The site access will be in the location as shown on the finished layout.

3.8 Offsite service connections

All off-site service connections will be subject to the Local highways authority TMP approval.

4.0 BUILD SEQUENCE GUIDELINES

4.1 Superstructure works shall not be commenced until items 4.2 and 4.3 below have been satisfactorily completed.

4.2 Roadworks section adjacent to a Plot and parking areas, including drains, kerbing and base tarmac shall be complete to accommodate correct unloading and storage.

4.3 Foul and surface drainage, including manholes and main drainage connections; gulley to drive; retaining walls and foundations and brickwork to DPC of screen walls.

4.4 Drive or parking areas to base course tarmac including services and/or ducts as necessary, and drives to receive block paving will be base coursed tarmac with the blocks and edgings being installed once the scaffolding has been dismantled.

4.5 Landscaping to commence only on completion of superstructure.

4.6 All builders' debris removed as it is generated from the individual Plot and deposited in the relevant mini skip or bag.

4.7 When roofing is complete, the following shall be progressed as quickly as possible and should be completed on or before the due date for the completion of drylining: -

- Gutter and down pipes
- Glazing
- External embellishments
- External doors

4.8 The following works should be completed on or before the due date for the completion of second fix works: -

- External decoration
- Front and rear paths and patios
- Divisional fencing
- Turfing and landscaping

5.0 SALES OFFICE & SHOW HOME SET UP

5.1 The progress, requirements and timings relating to temporary Sales Offices, Show Homes and Show Home parking and landscaping will be covered in more detail in a meeting held on Site and convened by the Site Manager at the following stages: -

- Foundation complete
- Roof complete
- Second fix complete
- Every three weeks thereafter until the Show house opening

6.0 SHOW HOME/COMPLEX REQUIREMENTS

6.1 To be advised prior to implementation

7.0 SITE CLEANLINESS

The Site Manager will at all times maintain a high standard of presentation and general tidiness throughout the site.

7.1 Road Sweeping

The Site roads together with adjacent public highways will be swept on average twice a week. The frequency will be increased or decreased as necessary to suit prevailing site and weather conditions.

7.2 Units Under Construction

The Site Manager will ensure that each trade keeps units under construction clean and tidy at all times and should include the restacking and protection of materials.

7.3 Protection of The Work

The Site Manager will ensure that Subcontractors on completion of their works, carry out any necessary protection as discussed and agreed at the Pre-Order Meeting.

7.4 Waste Management

- Rubbish skips shall be provided sufficient to maintain the site in a neat and tidy state. When full, they shall be removed and replaced with empty skips.
- Mini skips shall be positioned to meet the following objectives: -
  - Be located away from the Show Home and Visitor's car parking area.
  - Be available for each unit, for the immediate removal of builders' debris.
- The Dryliner will provide skips for the re cycling of plasterboard.
- Any surplus material will be removed via a licensed waste carrier or transported to another storey Homes Site.

8.0 CONSTRUCTION TRAFFIC MANAGEMENT PLAN

8.1 Access Arrangement for Vehicles

The site entrance will be off Cambridge Road.

8.2 Works Traffic Route – Deliveries (Other than cars & vans)

The contractor is to ensure that all lorry drivers and personnel receive a plan clearly identifying the approved "works traffic route".

8.3 Works Traffic Route – Private Cars and Vans

Smaller vehicles, such as vans and private cars, will follow similar routes as shown on the site traffic management plan.

8.4 Arrival / Departure Management & Control

A management system will be put in place to control the number of Lorries arriving at the site at any one time to ensure that vehicles waiting on public roads is kept to a minimum.

This will be of particular importance during later construction phase:

- Deliveries will not take place before 8.00am and not after 4.00pm.
- There are no foundations that affect transport.

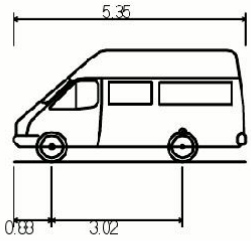
The safety of other road users and pedestrians, as well as the workforce on site will be ensured by the use of banksmen, who will supervise all arrivals and departures of large vehicles.

A Jet wash facility will be provided at the access point, if required, to prevent exiting vehicles from spreading mud and slurry onto the adjacent highways. Also, a road sweeper will be in attendance if major muck shifts or site conditions dictate. Runoff water will be collected into a sump and disposed of, via a licenced waste carrier.

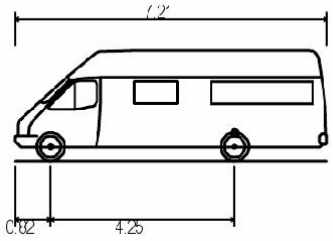
8.5 Vehicle Types and Schedule of Use

This section outlines the types of vehicles expected during the construction of the proposed development. Different types of vehicles have different swept paths, and hence the ability to manoeuvre through rather restricted road space into the site. A swept path analysis has been carried out for the longest vehicle below (i.e. articulated low loader), and it is capable of entering and leaving the site in a forward gear.

Vans 3.5T & 7.5T – Workers, and smaller pieces of equipment and construction material will be transported using vans

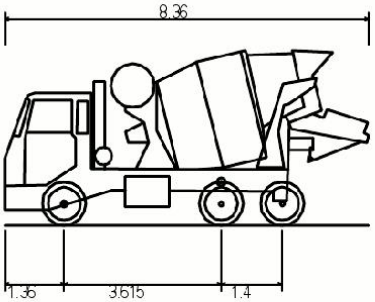


3.5t Panel Van	
Overall Length	5.350m
Overall Width	1.970m
Overall Body Height	2.562m
Min Body Ground Clearance	0.335m
Track Width	1.970m
Lock to Lock Time	4.00 sec
Kerb to Kerb Turning Radius	5.850m

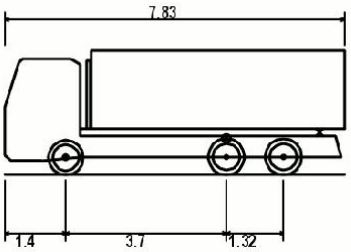


7.5t Panel Van	
Overall Length	7.210m
Overall Width	2.192m
Overall Body Height	2.544m
Min Body Ground Clearance	0.316m
Track Width	1.865m
Lock to Lock Time	4.00 sec
Kerb to Kerb Turning Radius	7.400m

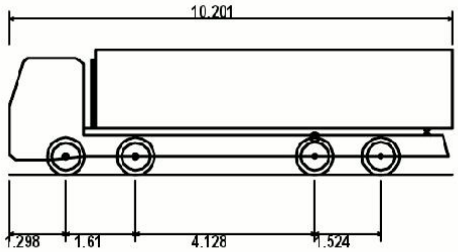
Concrete Mixer – for the deliveries of ready mixed concrete



Tipper Lorries – Excavation material / arisings will have to be extracted from the site using large (4-axle) and medium (3axle) tipper lorries.

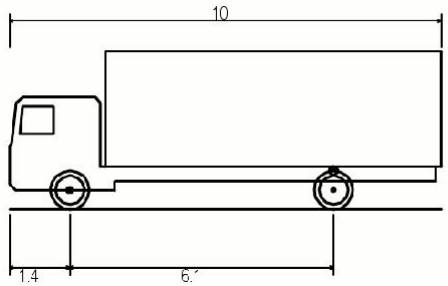


Medium Tipper	
Overall Length	**7.830m**
Overall Width	**2.550m**
Overall Body Height	**2.874m**
Min Body Ground Clearance	**0.324m**
Max Track Width	**2.409m**
Lock to Lock Time	**6.00 sec**
Kerb to Kerb Turning Radius	**9.200m**

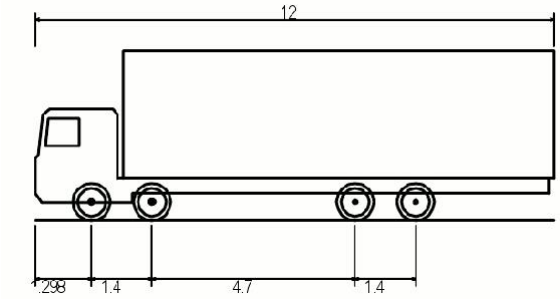


Large Tipper	
Overall Length	**10.201m**
Overall Width	**2.500m**
Overall Body Height	**2.893m**
Min Body Ground Clearance	**0.343m**
Max Track Width	**2.500m**
Lock to Lock Time	**6.00 sec**
Kerb to Kerb Turning Radius	**11.550m**

HGVs Rigid Lorry – It is anticipated that rigid lorries will be used for most deliveries to the site. A 12m lorry has sufficient bearing length to accommodate nearly all types of material that will be transported to the site.

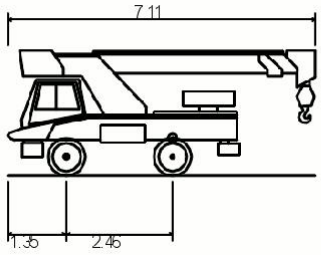


FTA Design HG Rigid Vehicle (1998)	
Overall Length	10.000m
Overall Width	2.500m
Overall Body Height	3.645m
Min Body Ground Clearance	0.440m
Track Width	2.470m
Lock to Lock Time	3.00 sec
Kerb to Kerb Turning Radius	11.000m

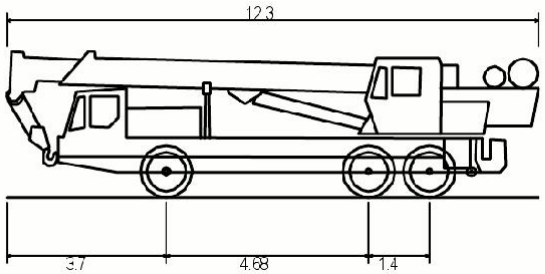


Rigid Truck	
Overall Length	12.000m
Overall Width	2.500m
Overall Body Height	3.928m
Min Body Ground Clearance	0.412m
Track Width	2.471m
Lock to Lock Time	6.00 sec
Kerb to Kerb Turning Radius	11.900m

Mobile Cranes – Several types of cranes will be required during the development. A small mobile crane will be required during the delivery of site offices and installation of timber roof trusses.

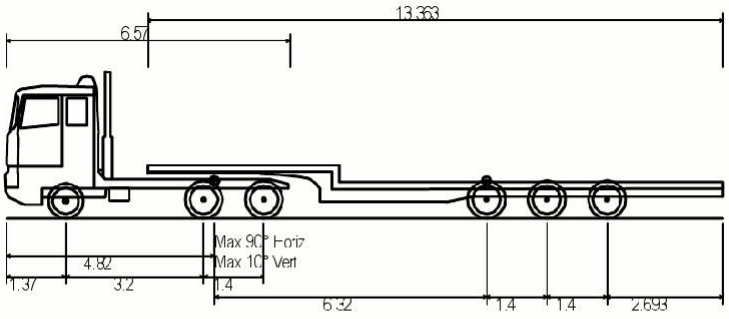


Small Mobile Crane	
Overall Length	7.110m
Overall Width	2.500m
Overall Body Height	2.895m
Min Body Ground Clearance	0.427m
Track Width	2.500m
Lock to Lock Time	4.00 sec
Kerb to Kerb Turning Radius	5.800m



Large Mobile Crane	
Overall Length	12.300m
Overall Width	2.430m
Overall Body Height	3.386m
Min Body Ground Clearance	0.590m
Track Width	2.430m
Lock to Lock Time	6.00 sec
Kerb to Kerb Turning Radius	10.000m

Articulated low loaders – deliver heavy plant and will be only used occasionally



Low Loader	
Overall Length	16.633m
Overall Width	2.500m
Overall Body Height	3.396m
Min Body Ground Clearance	0.320m
Max Track Width	2.500m
Lock to Lock Time	6.00 sec
Kerb to Kerb Turning Radius	6.790m

8.6 Necessary Highway Works

Highway Works will be subject to the local authorities usual S278 works agreement.

8.7 Parking and Loading Arrangements

Regular loading and unloading will be undertaken within the site, the site cannot accommodate a one-way system for construction vehicles.

8.8 Main construction activity is as follows:

- Site setup & the delivery of site accommodation
- Strip foundations ground floor level
- Block and beam construction ground floor level
- Brick and Blockwork at ground, first, second and third floor levels
- Timber construction at roof level
- Installation of external components
- Installation of internal components

Main construction vehicular activity:

The expected principal road deliveries and vehicles used are as follows:

- Large plant and equipment (dozers, excavators) – articulated low loader
- Site accommodation and storage – rigid lorry & small mobile crane
- Excavated material removal – large and medium tipper
- Ready mixed concrete – concrete mixer lorry
- Steel and other construction material – articulated low loader & rigid lorry
- Sundry materials – rigid lorry & vans

9.0 MATERIALS STORAGE

The timing and placing of delivered materials is an important factor in achieving the Company's goals in respect of site presentation.

9.1 Unloading and Storage of Construction Materials

The Site Manager shall be responsible for directing the relevant trade for the unloading, checking, protecting and handling of all materials delivered to site. It is also the trades responsibility to ensure that materials supplied by Storey Homes are thoroughly checked on arrival on site and that the necessary recording and reporting in respect of quality and quantity against the inventory are carried out. Short delivery or defective materials supplied shall be reported to the Supplier and the Buying Department within 24 hours.

The Site Manager shall summarise all reported short deliveries and/or defective materials and action taken. Care should be taken to ensure that materials are called off and delivered to coincide with the relevant stage.

The Site Manager should ensure that materials are properly protected at all times by the relevant trades, they should be loaded into the property for which they are intended, without delay: -

- Bricks, blocks, tiles and lintels shall be offloaded and stacked in neat piles above ground level on pallets on firm levelled ground and covered.
- Trusses; when delivered these shall be unloaded directly into position. Where this is not possible they should be stored in accordance with the Supplier's recommendations adjacent to the property.
- All other timber and joinery materials including stairs, flooring, second fix and insulation is to be stored under cover, or within the dwelling.
- Plasterboard delivered to site shall be loaded into the unit within 24 hours.
- Kitchen units, Kitchen equipment and sanitary ware shall only be stored in specifically provided secure and watertight containers on site or within a weather tight and lockable dwelling.
- Roof and vertical tiles are to be offloaded onto the front gardens of the individual Plots and stacked in a neat and tidy manner. (Porch tiles should not be delivered with the main roof.)

10.0 SITE MANAGEMENT AND PROJECT CONTROL

For the duration of the Contract, proper site management and project control shall be mandatory.

10.1 Storey Homes Representative

The Storey Homes representative will be the Site Manager from whom all site instructions are taken. No other site instruction shall be taken from any other Company Representative, unless agreed in writing by the Construction Manager responsible for the site.

10.2 Site Review Meetings

A monthly site meeting shall be held with the project Team.

11.0 HEALTH AND SAFETY

11.1 All works must be carried out in accordance with:

- The Site Health and Safety Plan.
- The Storey Homes Health and Safety Policy.
- All current Health and Welfare requirements.
- All COSHH Assessments, Risk Assessments and specific Method Statements relating to the works being undertaken.

11.2 The Site Manager must ensure that all notices are displayed, and inspections and registers completed as required.

11.3 It is the responsibility of the Site Manager to ensure that relevant Health & Safety documentation is obtained from each trade prior to commencement of works on site and that his operatives are fully aware of the content and importance of these documents.

11.4 NHBC will act as Safety Consultants and Advisors for the benefit of the Site Manager and Storey Homes. Their advice is to be acted upon and, where necessary, sought with regard to any problems experienced relating to Health & Safety on site.

11.5 Site Office, Canteen, Toilets, etc. are to be kept clean and tidy at all times.

11.6 Neighbourly Issues will be recorded and dealt with via registration and inspection under the Considerate Contractor Scheme.

11.7 The noise impact of construction activities will be minimised by:

- Avoiding unnecessary noise such as shouting and excessive revving of engines, radios will also be banned from the site.
- Modern, quiet and well-maintained equipment only will used on site.
- Materials will be carefully handled with a loader and not dropped.
- Vehicles entering and leaving the site will be asked to do so considerately and not to cause noise or nuisance.
- If required, stationary plant will be sited away from residential boundaries, and machines intermittently used will be shut down when not in use.
- All vehicles entering the site must have legally compliant exhaust emission
- controls, MOT certificates and be properly serviced to minimise emissions

11.8 The site has little potential for dust emission however the following procedure should be adopted if necessary:

Surface of roads

- Complete road infrastructure to tarmac surfaces where possible near to residential areas.
- Hard surface all haul routes through the site (e.g. use recycled materials where possible).
- When the haul route changes, re-use surface where possible.

Damping down

- Use mechanical road sweepers on all roads during periods of dry weather.
- Provide existing hard standing areas for vehicles and regularly inspect and clean these areas.

Vehicles

- All loads entering and leaving site to be covered.
- A 10mph speed limit applies to the site.
- Re-fuelling, where permitted, should be carried out under the direction of the Site Manager in the designated refuelling area and in accordance with the handling procedures

Excavation and earthworks

- All dusty activities should be damped down, especially during dry weather.
- Minimise drop heights to control the fall of materials.
- Within the induction all operatives will be informed of the hazard of swallow holes which could be present on site and site management informed immediately if any are identified.

Stockpiles and storage mounds

- Make sure that stockpiles exist for the shortest possible time.
- Do not build steep sided stockpiles or mounds or those that have sharp changes in shape.
- Whenever possible keep stockpiles or mounds away from the site boundary, sensitive areas, watercourses and surface drains,
- If there is an assessed risk of dust from stockpiles or mounds entering surface drains/watercourses put protection of drains in place, or in the case of watercourses the stockpiles must be covered.

Cutting, grinding and sawing

- When materials, such as concrete slabs or bricks, are cut with a power tool without extraction or suppression, a second worker can pour water from a plastic bottle over the material as it is being cut. This greatly reduces the amount of dust generated and can stop the occurrence of a statutory nuisance.
- All equipment should use water suppressant or suitable local exhaust ventilation systems.
- Use dust extraction techniques where available.
- When using electric saws for cutting materials that produce wood dust e.g. timber, chipboard dust collection systems should be used. This could be in the form of dust collection bags attached to the equipment or vacuum type collection systems for fixed equipment such as "chop saws".

Chutes and skips

- Securely cover skips.
- Minimise drop heights to control the fall of materials.
- Regularly damp down surfaces with water.
- No burning of any material is permitted on site.
- Monthly HS Performance Review Meeting.

11.9 Extra precautions

- No deliveries before 8am
- No deliveries after 4pm

12.0 BOARDS & FLAGPOLES

12.1 Supply and erect Storey Homes Boards and Flagpoles in positions as shown on the Method Statement and Show home complex drawings. These temporary structures will have designs showing how the structures will be fixed in position.

12.2 Sub-contractors shall not be permitted to erect their own site boards.