

McCARTHY STONE

Life, well lived

CONSTRUCTION MANAGEMENT PLAN



Development of Retirement Living Residential Apartments.

**Baldock Road
Royston
SG8 5BA**

January 2025

CONSTRUCTION MANAGEMENT PLAN.

PURPOSE OF DOCUMENT

This document sets out the measures to be adopted by McCarthy Stone and their contractors through the build period of the construction of this development.

This document is submitted to Hertfordshire Council for the purpose of discharging condition 14 and 15, associated with planning application 24/00436/FP.

Condition 14 states the following:

14. No development (other than demolition) shall commence until a Construction Traffic Management Plan has been submitted to and approved in writing by the Local Planning Authority. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan. The Construction Traffic Management Plan shall include details of:

- o Construction vehicle numbers, type, routing.
- o Traffic management requirements.
- o Construction and storage compounds (including areas designated for car parking);
- o Siting and details of wheel washing facilities.
- o Cleaning of site entrances, site tracks and the adjacent public highway.
- o Timing of construction activities to avoid school pick up/drop off times.
- o Provision of sufficient on-site parking prior to commencement of construction activities.
- o Post construction cleanness

And condition 15 states:

15. No development (other than demolition) shall take place until a Site Waste Management Plan (SWMP) for the site has been submitted to the Local Planning Authority and approved in consultation with the Waste Planning Authority. The SWMP should aim to reduce the amount of waste produced on site and should contain information including estimated types and quantities of waste to arise from construction and waste management actions for each waste type. The development shall be carried out in accordance with the approved SWMP.

This document will also cover other relevant matters McCarthy Stone deems appropriate for the effective management of construction and environmental matters associated with the implementation of the planning permission.

The document provides appropriate information for the discharge of conditions 14 and 15.

THE SITE

The site is in a sustainable location within Royston, Herefordshire, in a former Morrisons supermarket on Baldock Road. The site is currently occupied by a former supermarket, associated car park/servicing yard and an electricity substation and was historically occupied by a brewery. The proposed development comprises an apartment building of up to three-storeys height, together with car parking, and managed landscaping areas. Residents of the development will be of retirement age.

It is proposed that the site access will be taken from Princes Mews. In terms of vehicular access, the site is well connected to local road infrastructure and to the main A10 arterial route.

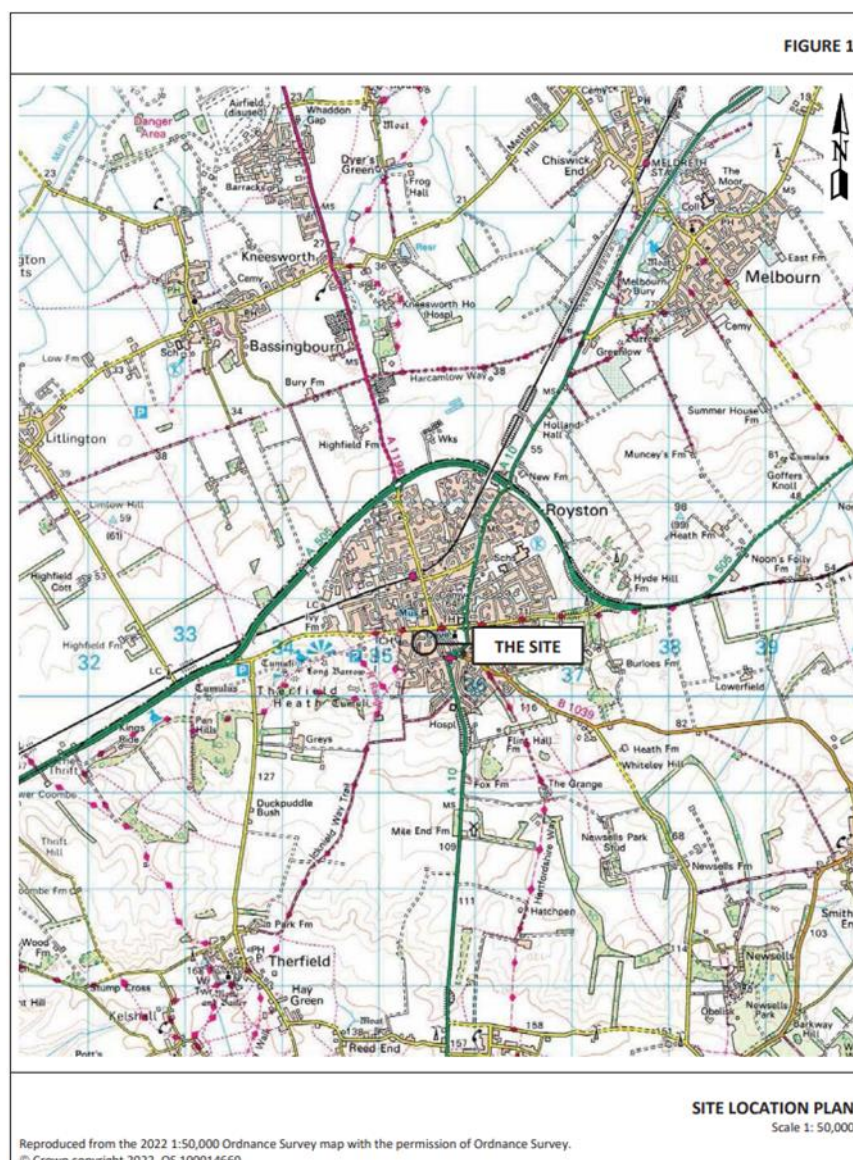


Figure 1 – Site Location Map

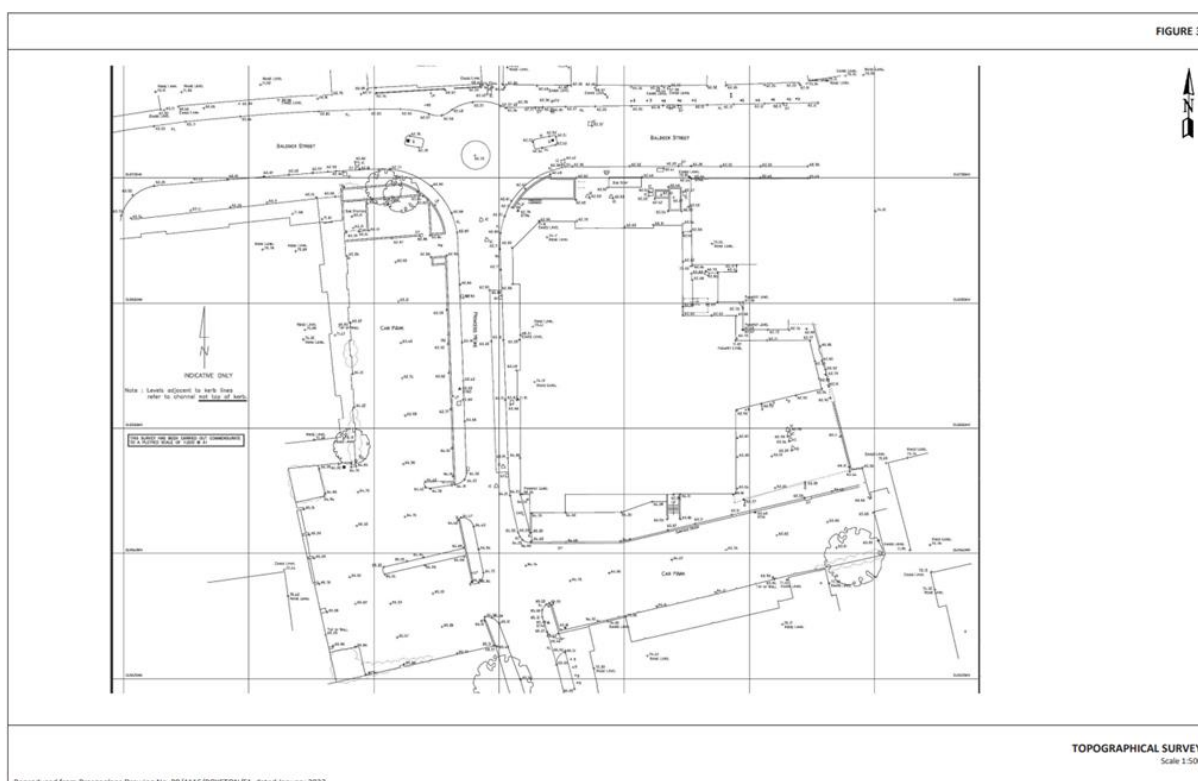


Figure 2 - Site Topographic survey

HEALTH AND SAFETY PLAN

The environmental, health and safety plan will be finalised and agreed with all relevant parties prior to any works commencing on site and will include all necessary measures required to minimise the effect of the construction works on the surrounding buildings, roads and the public. These measures will include the following: -

1. A dedicated traffic management system and method statement
2. Adequate signage on and off site
3. Specific parking restrictions
4. Proposals for phasing of deliveries
5. Proposals for restricting dust and noise

The enclosed method statement provides an outline summary of the proposed working systems and sequences, and it has been prepared to ensure that the common objectives of safety, quality and the timely completion are achieved. The site management team will prepare furthermore detailed statements, and more detailed programmes at the commencement of the works, and throughout the works as they progress.

CONSTRUCTION METHODOLOGY

PRE-START INVESTIGATION

Surveys have been carried out to verify the positions of existing services and any additional surveys that are required will be carried out prior for the main construction works commencing on site. The information will be plotted onto the existing site survey drawing and maintained as a record throughout the contract.

Notification of commencement will be issued to all Statutory Authorities. Drawings of existing services will be obtained and compared to the site survey.

A survey of dilapidations of all surrounding buildings, features, roads, etc will be carried out before any major works commence. This will consist of a photographic record and all necessary measures required to protect existing features will be put in place. McCarthy Stone will ensure that any areas of public highway will be made good to a condition equal to or better than it was prior to development that has deteriorated as a direct result of construction traffic serving the site. The scope and extent of the survey to be agreed with local highways inspector.

All findings will be circulated to the necessary parties, and these will be used to prepare the Health, Safety and Environmental plans prior to works commencing on site.

LOCAL ENVIRONMENT

The site is in an area of Residential and commercial developments. To the North and East is predominantly commercial and to the south and west is residential. During the construction, it is of utmost importance that access and continuity of services for the residential premises is maintained.

The access onto the site is to be gained via Princes Mews. Therefore, construction vehicle access will share the same access to as the local residence. The construction traffic throughout the Project will be controlled by adequate Traffic Marshals and Banksman.

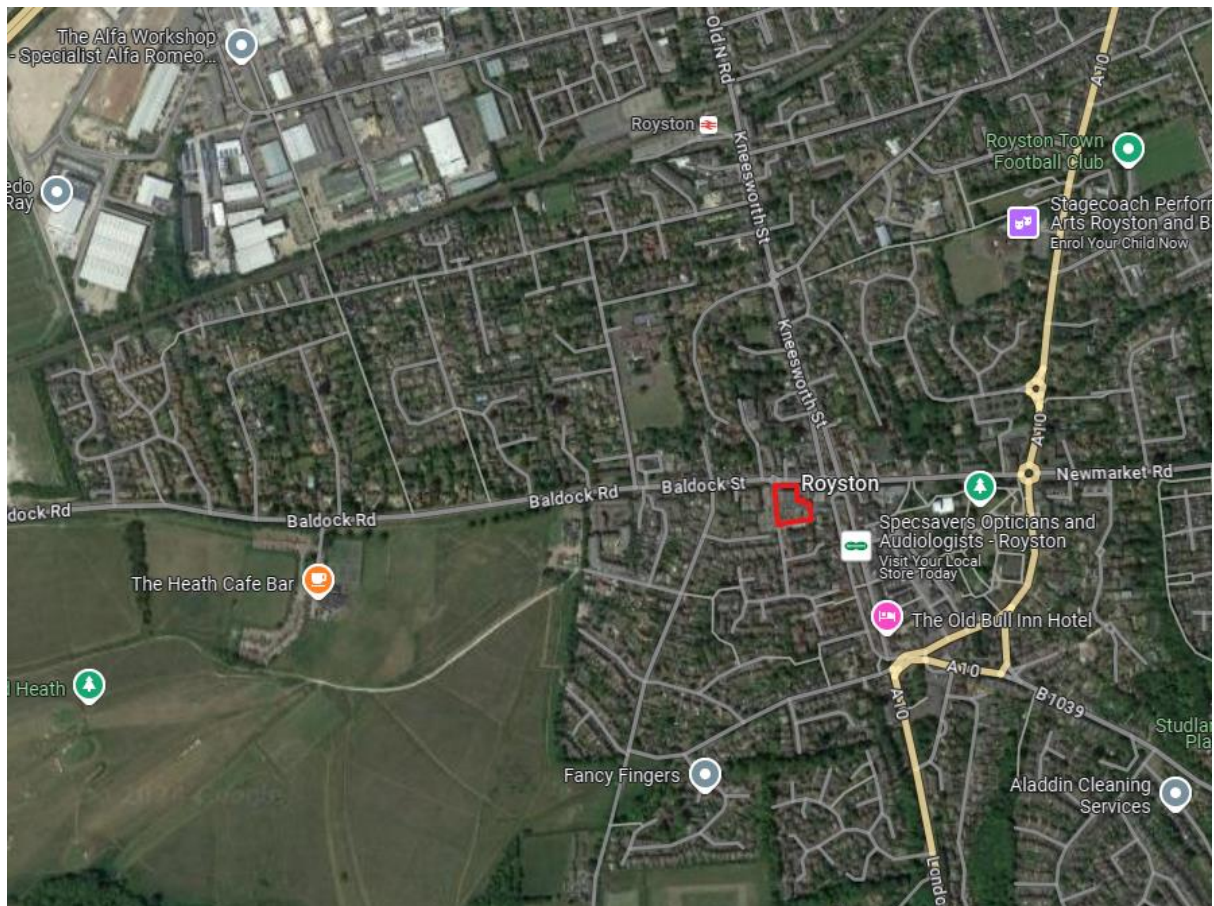


Figure 3 – Local environment

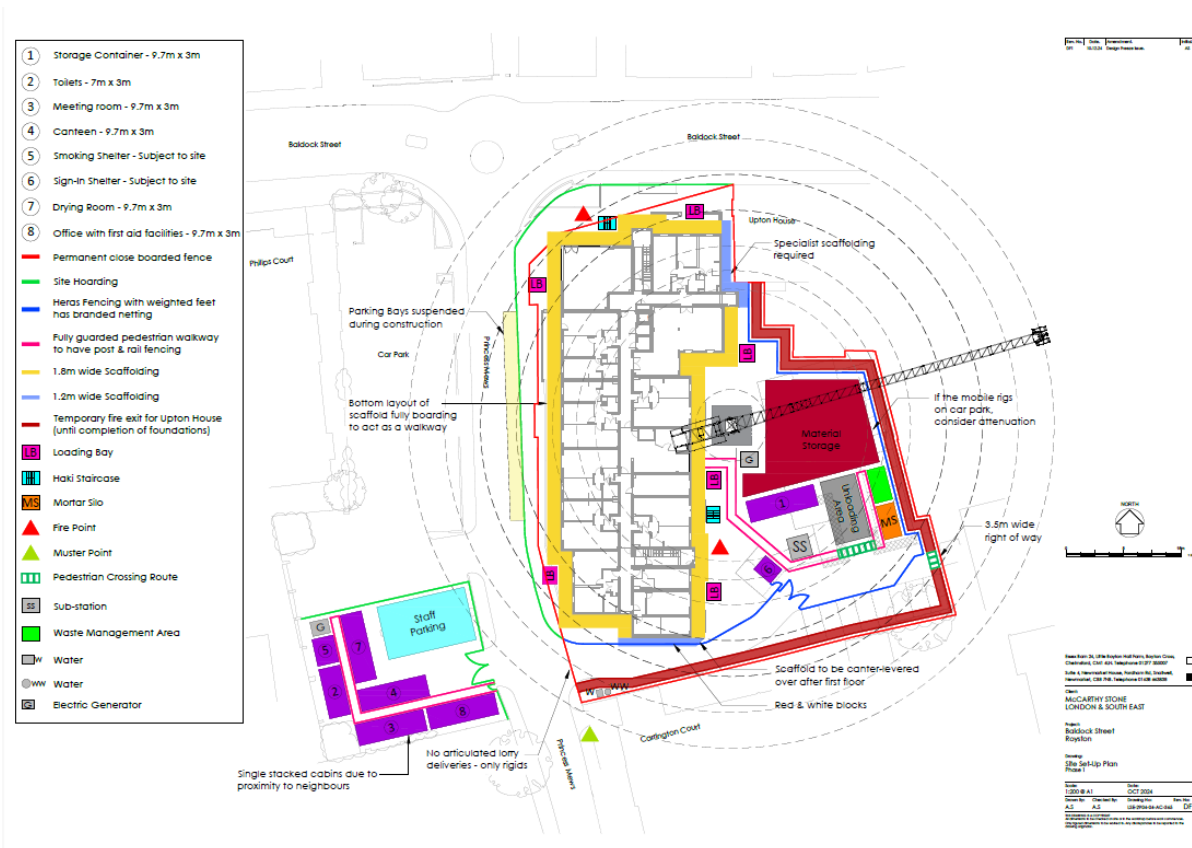
DISPLAY OF NOTICES AND WARNING SIGNS

All signs will be kept clean and at a height where they are easy to read. All statutory requirements regarding posting of notices will always be complied with, including: -

- Notification of Project
- Public Liability Insurance Certificate
- Emergency and Contact Details and Telephone Numbers

The project sign is currently planned to be situated adjacent to the site entrance.

The site accommodation complex will include welfare facilities for subcontractors' operatives.



Construction personnel site access will be formed at the access on Princes Mews and parking will be provided on site. Construction traffic will use the Princes Mews access point which will be gated throughout the works. The boundary of the site will be secured by hoarding top the north and west and close board fencing on the rest.

The site welfare facilities will be established in the site opposite, with the main accommodation consisting of Jacked Legged cabins.

Figure 4 shows the proposed logistics plan for the construction of the apartments with the Tower crane position and Jib radius shown.

SITE HOURS

The site hours will be as dictated by the planning permission. Construction plant will only be allowed to operate between the following hours: -

8am to 6pm Monday to Friday

8am to 1pm Saturday (Only if the programme dictates necessary)

No working allowed on Sundays and Bank Holidays.

SECURITY

The site will be made sufficiently secure to deter and prevent entrance to the site by unauthorised persons and to prevent removal of materials or goods from the site. Should the need arise consideration will be taken for the use of a Camera system or a manned guard.

DUST/NOISE POLLUTION

At all times, McCarthy Stone will comply with all relevant Environmental Health Legislation and will take a pro-active approach to pollution by way of noise, dust, or airborne particles to minimise risk and disturbance to the site operatives and the general public.

Noise and vibration will be minimised by using modern plant and equipment fitted with suitable silencers, by muffling of all breakers and using crushers in-lieu of impact breakers wherever possible. It is envisaged that the mains electric supply will be installed at the earliest opportunity so as the tower crane, site offices and Cement silos will be on the main power supply thus disposing with the use of generators.

During dry periods and during activities such as demolition, where dust can be produced the site will be sprayed with water to reduce or eliminate dust.

The situation will be closely monitored, and should it become necessary at some future date McCarthy Stone will agree a monitoring procedure with the environmental officer.

A wheel wash will be located at the site entrance should any vehicle have dirt on their wheels which will be removed before exiting the site. Wastewater from any wheel washing will be directed to a temporary sump and processed via settlement tanks and then enter a purpose dug soakaway.

THE CONSIDERATE CONSTRUCTORS SCHEME

McCarthy Stone recognises the sensitivities associated within an urban environment and will therefore carry out all works in a manner to minimise the disruption to the surrounding local environment. McCarthy Stone sites operate under the Considerate Constructors Scheme which is operated by the Construction Industry Board as a voluntary scheme to improve the image of the Construction industry.

A Code of practice has been established for contractors to work to. The code of practice requires contractors to: -

Considerate

Everyone affected by the work to be carried out should be advised before it starts. Nuisance caused by deliveries, traffic and parking should be minimised. Diversions should be clearly signed with special attention paid to the needs of pedestrians and those with sight, hearing, and mobility difficulties.

Environment

The potential environmental and ecological effects of all operations should be identified and evaluated, and appropriate action taken to minimise all forms of pollution. Every effort should be made to reduce, reuse, and recycle waste. Materials should be obtained from sustainable sources and local resources used where possible. All operations should make a positive contribution to the natural environment.

Appearance

The company should be doing all it can to create an image of which the industry can be proud. All work areas including the perimeters and any facilities and company vehicles should be clean, tidy, and well presented. All materials should be neatly stored. Waste, rubbish, and litter should not be allowed to accumulate. Dusty operations should be managed to prevent any inconvenience. These procedures will be subject to daily inspection and daily tidying of all areas will be carried out.

Good Neighbour

The supervisors should interact proactively with the client and all neighbours throughout the work period to inform them about site activity and to avoid and pre-empt complaints. Any complaint should be logged and handled positively to achieve a satisfactory outcome for all concerned.

Respectful

Everyone within the company should help to create a positive image of all work areas and maintain respectable and safe standards of dress and behaviour. Improper conduct and language should be subject to severe disciplinary action. Pride in the supervision and appearance of all work areas, temporary facilities and the surrounding area should always be shown.

Safety

Systems should be in place so that construction work is carried out with care and consideration for the safety of the clients, public and those visiting and working on site. No work area should be a security risk to others.

Responsible

Considerate constructors should be aware of their obligations to personnel, act in a professional and conscientious manner and play a part in the development of the industry's future workforce.

Accountable

The company should promote the Scheme's aim of "improving the image of construction". Everyone associated with the company should understand and comply with the Code of Considerate Practice. The training and development need for all within the company should be identified and addressed.

ACCESS AND EGRESS FROM SITE

For this contract access to the site, for all vehicles, will be instructed to access site from Princes Mews as per figure 5.

The gated site entrances and egress from site will be controlled by a gateman/banksman. The gate position will be set back from the kerb line to provide adequate vision splays as per the logistics plan (Figure 4). Signage will be provided to warn oncoming vehicles of the site entrance. All vehicles into and exit the site will be driven forward with no reversing onto the highway permitted. All vehicles' manoeuvres will be assisted by a suitably qualified banksmen who will be allocated to control their safety of all road users including cyclists and pedestrians. Due to the ease of access, articulated vehicles will be regularly used on site but whenever possible rigid bed lorries will be used. Priority will be given to ensure that access for residents is always maintained.

Proposed access routes to the site will keep site traffic on major roads to minimise the effects on traffic in the local area. All traffic will enter Royston using the A10, with most deliveries coming from the main A505 corridor. Please see figure 5 below routes highlighted in blue.

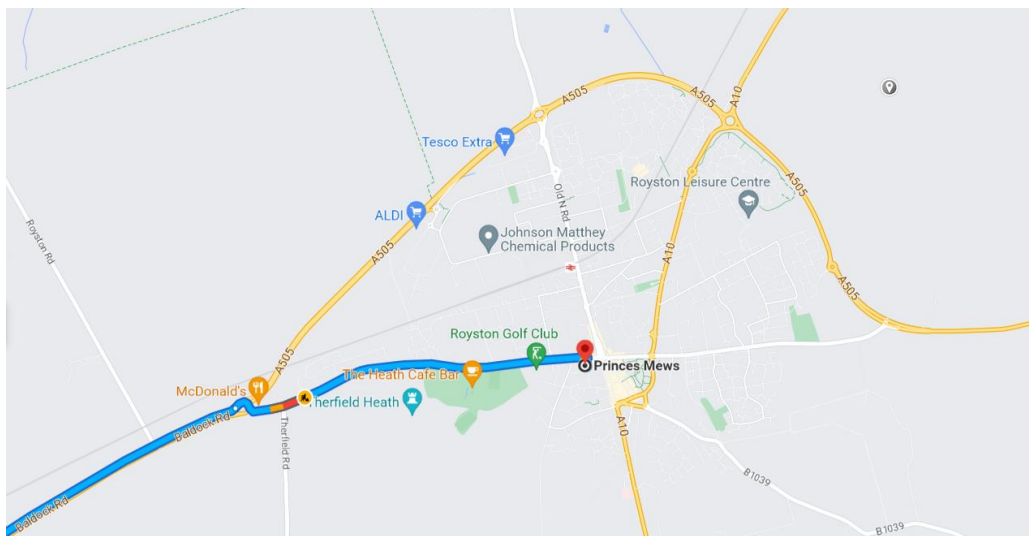


Figure 5 – Construction Traffic Routes in the local area

Within the site a hard surface running, loading & unloading area will be maintained and tarmacked as soon as possible after the commencement on site to ensure wheels on vehicles are not ever allowed onto the soft cored areas. These precautions are to minimise the risk of transfer of site generated debris, mud and dirt is transferred to the highways.

Designated parking areas will be available on site for workers on our site opposite, preventing congestion within the local area.

A wheel wash will be located at the site entrance should any vehicle have dirt on their wheels which will be removed before exiting the site. Wastewater from any wheel washing will be directed to a temporary sump and processed via settlement tanks and then enter a purpose dug soakaway.

The state of the roads will be closely monitored. The site will have a dedicated gateman and traffic Marshall whose duties will include acceptance of deliveries and ensure safe access and egress from the site. As part of the egress protocol all delivery vehicles will be inspected to ensure wheels and underbodies are clean. At the point of exit from the site a jet wash machine will be utilised to clean any vehicles that are in danger of transferring site materials onto the highway. In the event of any debris being deposited onto the road cross over a site operative will be mobilised to clean. In the event of debris being dropped on the highways mechanical road sweepers will be used to clear the highways.

Deliveries

Instruction will be given to subcontractors and suppliers at order stage of the process to instruct on delivery routes and to reinforce that deliveries will not be accepted during peak traffic times, which includes the hours of school drop off and collection. These hours should be avoided.

All deliveries will be suitably scheduled to avoid queuing of vehicles on the surrounding roads at any time. All Lorries will be within the confines of the site during loading and offloading. Once unloaded the Lorries will return the way they came.

An application will be made to the AA to erect directional signage for the development, this is being developed at this time and is not available for the inclusion of this document. Once approved, the signage will follow the example of figure 6 below. Quantities and locations of the sign are determined by the AA. All suppliers and Subcontract orders will contain the "Route to Site plan" (Figure 5) this information will be reinforced at the individual site induction of site operatives.



Figure 6 – Example of a New Build Site Road Sign

All vehicles will comply with the legal requirements of the highway and therefore will not damage the adjacent streets. There are no planned works outside of the site boundary and therefore no need for tracked vehicle to travel on the surrounding roads.

No vehicles will be allowed to wait on the street adjacent to the site. All deliveries will be scheduled to ensure that there are only those vehicles on site that can be unloaded and should vehicles arrive whilst the unloading bays are full then they will be sent away and the driver will be phoned once there is space available on site.

The delivery schedule is included below to demonstrate the number of anticipated vehicle movements throughout the life of the project. Which is broken down into the main stages of the construction Programme.

PARKING

Parking for the work force will be provided on the site opposite, which will be the retained-on completion.

Contractors will be encouraged to park courteously and sensibly. The sharing of cars in line with COVID-19 guidance will be encouraged along with the use of public transport will be encouraged to reduce congestion. The use of local labour will also help reduce the impact of this project upon the local community.

MATERIALS STORAGE

McCarthy Stone will erect a suitable tower crane for the construction phase for offloading and dispersing material around the development.

The erection and dismantle of the crane will be contained within the site boundaries and will be subject to full planned operation and method statements.

On commencement of the works a specific method statement will be provided to control the delivery, storage, and handling of materials. A high priority will be placed on the safe storage and movement of materials around the building footprint.

Areas will be allocated for storage of materials and containers and measures will be investigated to ensure the efficient use of the areas. Materials will be stored off-site wherever possible and practicable.

All materials will be stored in an appropriate environment with containers of liquid stored in a bunded area to prevent accidental spills.

The Site Manager will make adequate provision to avoid accumulation of Bulk materials on the site to prevent inconvenience or disruption and to eliminate the risk of fire, and dust. Both McCarthy Stone and Sub-Contractors will also ensure the site is left in a clean and tidy manner both during and outside working hours.

Bulk materials will be stored in a suitable location on site and will not be moved around site. This will aid the reduction of the potential dust hazard. Roads and access ways will be kept clean.

LIGHTING

Safety lighting and lighting for working will be positioned to provide a safe level of light but will be positioned to prevent the light becoming a nuisance.

Light for working will only be required during the winter months when the days are short and will only be operational during the site working hours.

Security lighting will be positioned to prevent a nuisance.

WASTE RECYCLING AND DISPOSAL

At McCarthy Stone, effective waste management is a core component of our commitment to sustainability and responsible construction practices. Our approach ensures compliance with relevant regulations, promotes environmental stewardship, and supports efficient site operations. Below, we outline the key strategies and measures that will be implemented to manage waste effectively during the construction phase.

Demolition Waste Management:

During the initial demolition phase, a comprehensive audit of the existing site structures will be conducted to identify materials suitable for salvage, reuse, or recycling. Items such as bricks, concrete, steel, and timber will be carefully removed and processed. Where feasible, crushed concrete and masonry will be repurposed for on-site use, such as for sub-base layers in the construction phase, reducing the need for imported materials.

All demolition waste will be segregated at source, with designated skips for recyclables and non-recyclables. Hazardous materials, including asbestos (if present), will be handled by licensed contractors in accordance with relevant regulations, ensuring safe removal and disposal.

Deliveries and Material Handling:

To further reduce waste, McCarthy Stone will implement strict delivery and material handling procedures. Materials will be delivered to the site on a just-in-time basis to prevent overstocking and potential spoilage. Deliveries will be scheduled to minimise disruption and congestion on Baldock Street, with clear delivery windows communicated to suppliers and contractors. This will avoid the likes of school hours and busy rush hour periods.

Delivery vehicles will be inspected upon arrival to ensure materials are in good condition and free from damage. Any damaged or surplus items will be promptly returned to suppliers wherever possible, promoting a circular economy. Additionally, packaging materials will be collected and sorted for recycling or reuse.

Waste Minimisation and Segregation:

From the outset, McCarthy Stone prioritises waste minimisation by adopting efficient design, procurement, and construction methodologies. Materials will be carefully measured and ordered to reduce overstocking and wastage. On-site, waste will be segregated into clearly labelled skips or containers for recyclables (e.g., wood, metal, plastics, and cardboard), non-recyclables, and hazardous waste, ensuring compliance with the Waste (England and Wales) Regulations 2011.

We will establish a dedicated waste storage area, which will be maintained to high standards of cleanliness and accessibility. Regular toolbox talks and site inductions will inform all personnel of our waste management procedures, promoting awareness and adherence among contractors, suppliers, and staff.

Recycling and Disposal:

McCarthy Stone aims to recycle or repurpose at least 95% of construction waste generated on-site. Recyclable materials will be transported to licensed recycling facilities, and records of waste transfer and recycling will be maintained as part of McCarthy Stones Waste Management Golden Rules (Figure 7). Non-recyclable waste will be disposed of through authorised waste carriers, ensuring all movements are accompanied by appropriate waste transfer notes.

Hazardous materials, such as paints, oils, and contaminated packaging, will be stored separately in compliance with COSHH (Control of Substances Hazardous to Health) regulations and disposed of at licensed facilities. Documentation will be kept demonstrating compliance and provide a clear audit trail for all waste streams.

Monitoring and Continuous Improvement:

To ensure the effectiveness of our waste management plan, McCarthy Stone will monitor waste generation and recycling rates throughout the construction period. Weekly inspections will be carried out to review waste storage areas and adherence to waste segregation practices. Monthly reports will assess waste volumes, recycling performance, and opportunities for improvement.

Regular reviews and feedback from site teams will allow us to adapt our approach and implement best practices. By embedding a culture of continuous improvement, McCarthy Stone remains committed to reducing our environmental impact and contributing to a more sustainable construction industry.

This comprehensive waste management plan reflects McCarthy Stone's dedication to meeting and exceeding planning conditions while delivering high-quality developments in an environmentally responsible manner.

GOLDEN RULES OF SITE WASTE MANAGEMENT



Figure 7 – Waste Management Golden Rules

EXISTING SERVICES

McCarthy Stone have carried out a survey to confirm and locate all services known to exist on the site and surrounding verges. All services found are plotted on a drawing and issued as an 'As Built' record. It may be necessary for trial holes to be excavated to determine depths.

McCarthy Stone operates a Permit to Dig System of Work for all excavations. No excavation works are to commence until the site manager or engineer has issued the Permit to the machine operator or the operative. This system of work ensures that the appropriate checks must be made in accordance with the latest regulations and the Health and Safety at Work Act.

Careful consideration and planning will have to go into the isolation and diversion of existing services, to ensure that all utilities are maintained to the existing homes during the construction of each phase. Prior to the commencement of each phase the existing service routes will be confirmed on site by digging trial pits, the statutory bodies will be mobilised to start the diversion works following demolition. All the residents will be kept notified of the works and made aware of the date and time of any loss of services whilst connections are carried out.

PEDESTRIAN SAFETY

The site hoardings/fence lines will be erected on the site boundary ensuring that pedestrians and traffic have a safe environment.

Before any works that affect a thoroughfare or right of way starts, agreements will be obtained from the local authorities and the appropriate permissions put in place. Good street lighting is already in place along Lester Road, allowing for extra safety to local pedestrians.

SEQUENCE OF WORK AND METHODS INCORPORATED

INTRODUCTION

This is only a guide to the sequence and methods of work and therefore may be liable to change due to design and employer's requirement amendments.

A Construction Health and Safety Plan will be prepared for the project ensuring, as far as is reasonably practicable, the health and safety of all persons at work and those who may be affected by the works. All contractors employed on the project will be reminded that this document is not definitive and is a 'live' document and as such it should be treated as a tool for use in the development of procedures required by Law and other safety regulations that may apply to the type of work to be undertaken.

A careful program of works will be prepared, and this will sequence both the on and off-site works.

DEMOLITION & ASBESTOS REMOVAL

Following vacant possession, a demolition asbestos survey of the existing buildings will be carried out.

Once the site is secure the asbestos strip can commence, this will be carried out by a licensed contractor and all waste will be kept in secure sealed containers for disposal at an appropriately licensed waste site.

Following the issue of a clean air certificate the demolition can commence.

McCarthy Stone shall ensure to their satisfaction that all services to the structures to be demolished are disconnected and isolated away from the area.

Prior to the commencement of the demolition operation, the Contractor shall satisfy him/herself that there are no persons present within the zone to be demolished.

The demolition shall take place by a combination of mechanical and manual means. (Refer to Health & Safety documentation from specialist contractor).

Demolition rubble shall be crushed and stockpiled ready for reuse in the works the area shall be kept free of dust as far as is reasonably practicable by means of damping down and dust suppression. Arising's are to be recycled they shall be stored in agreed areas of the site.

Waste taken to tip shall be accompanied by a Duty of Care Transfer Document, unless hazardous when a Hazardous Waste Consignment ticket applies. Copies of these tickets shall be kept for two or three years as applicable.

ENABLING WORKS

Following vacant possession McCarthy Stone will secure the site area as described above to prevent third party entry ensuring the safety of the public.

EXCAVATION

Reduced level dig material and foundation arising's are classified inert and taken to the appropriate waste tip. Waste taken to tip shall be accompanied by a Duty of Care Transfer Document, Copies of these tickets shall be kept for two or three years as applicable.

HARDSTANDINGS

Will be constructed using crushed stone to a suitable thickness to support construction plant to be utilised in the main construction process. This will remain in place until it is possible to introduce a hard surface. The installation of the hard standings will reduce the dust and dirt produced by the site and makes the management it much easier.

PILING MAT

The piling mat will be designed in conjunction with the Piling Contractor and Engineer. The piling mat will be installed to the correct levels for the piling rig.

PILING

The method of piling for the retaining structures will be the sheet piling method, as this produces the least vibration and the minimum of disturbance to the surrounding environment. To ensure the required penetration the ground would be pre-augered to the full pile depth if necessary. The piles would then be driven. This method is fast, relatively quiet with low levels of ground borne vibration and enables the adoption of a lighter pile than otherwise dictated by the soil conditions.

The McCarthy Stone Project Manager will be responsible for all aspects of the above operation and will have previously prepared or reviewed a specific Risk Assessment for the task at that location.

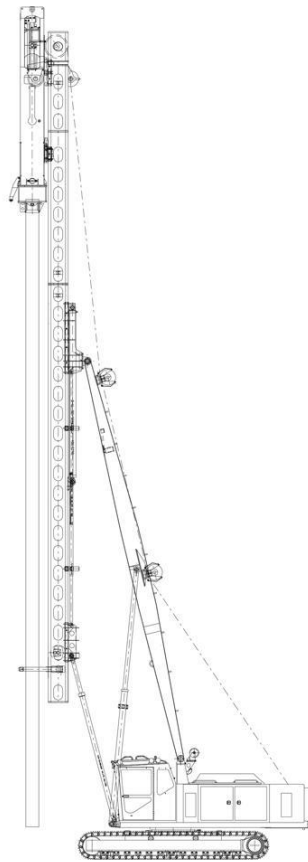


Figure 8 – Sheet Piling rig

The Project manager will:

- Ensure that all control measures are in place.
- PPE is issued and being used correctly.
- Ensure competency of all operators.
- That plant inspection/testing records are in place.
- Satisfy themselves that the piling mat has been properly constructed and is in good order.

The specialist Sub-Contractor will install the piles in accordance with the Engineer's details, to the correct levels, both toe and top level, which will be verified by McCarthy Stone Ltd.

The piling contractor will produce a pile a log containing all information relevant to the piles and shall submit this record for McCarthy Stones' information.

FOUNDATIONS

Upon completion of the piling works the excavation of reinforced ground beam foundations will commence.

Foundations will be excavated, and blinding placed as required. Earthwork's support will be installed to minimise excavations if required and to provide safe working areas.

Reinforcing cages, as necessary will be prefabricated on site and placed in position. Shuttering will be fixed and checked prior to placing concrete. Concrete will be placed, where possible direct from the concrete truck, and protected until the following day,

Provision will be made for any drainage and ducts that pass either through or under the foundations. On completion of the foundations, all grid lines and setting out will be marked on the bases to check that they have been cast in the correct positions.

Once the setting out has been completed the installation of the surface water and foul drainage connections will commence, this will allow provision for disposal of ground and surface water during the works. All underground drainage and ducts will be installed at the earliest possible stage and any protection required will be provided, including the re-routing of existing services, and the excavation of the new service trenches.

Job specific method statements will be requested prior to various aspects of the works being carried out.

PRECAST FLOORS

Precast floors will be used for the ground floors of the apartments and the Pre-Cast Concrete subcontractor will produce fabrication drawings for approval by the consulting engineers prior to manufacture. It will be imperative that this process is carried out as efficiently as possible to minimise the lead-in period for the precast floors.

Full method statements for the delivery, storage and erection will be produced prior to commencement of the work. These statements will address all safety related matters and will be strictly adhered to during the execution of the work.

BRICK AND BLOCKWORK

Bricks and blocks will be delivered to site and off loaded where possible directly adjacent to the areas in which they will be required.

The materials will be inspected upon delivery for quality and damage; any sub-standard materials will be rejected.

The materials will be stored on their pallets and protected from the elements by shrink wrapping. The materials will again be inspected for quality and damage before being incorporated into the structure.

Care will be taken to establish the correct setting out the regular checks will be made for line, level, and quality as work proceeds.

Risk assessments for manual handling will need to be carried out to alleviate any risk of personal injury. Relevant precautions will be incorporated into method statements.

Pallets of brick and blocks will be distributed around site using the Tower Crane, and they will be elevated into position and deposited on an appropriately designed scaffold loading bay. From there materials will be loaded out to the point of use by hand.

ROOF STRUCTURE

Upon acceptance and handover of the brickwork the roof cladding works will commence. Perimeter edge protection and where necessary internal birdcage scaffolding will be installed by specialist subcontractors under the guidance of the roofing contractor.

After installation of the scaffold and acceptance by McCarthy Stone the roof trusses will be craned into location.

Roofing materials will be loaded out on the scaffold using the Tower Crane. Scaffold tower staircases will be used for access of operatives to the working area. Roof installation will follow the same installation sequence as that of the brick and block work.

INTERNAL FINISHES

A finishes programme will be produced in conjunction with all trades which will then be closely monitored throughout the duration of the project.

As soon as the building work is sufficiently advanced the first fix installation will proceed. The partitioning/dry lining will be set out in accordance with the agreed Architects details. During the plumbing first fix period all mains services, such as hot and cold-water pipe work and heating, will be installed. Testing will be carried out to an approved standard in stages to suit the progress of the works.

The electrical first fix works will be co-ordinated with the plumbing and will consist of all necessary conduits and trunking to facilitate the wiring of the electrical installations. As soon as containment is sufficiently advanced wiring will commence.

All carpentry 1st fix items, i.e. door linings, frames, window boards, grounds etc will be fitted prior to the commencement of plastering and finishing. All finished items will be protected from damage during the construction process

Plastering and dry lining works will progress in line with the progression of the M&E 1st fix items. Particular attention will be given to the following: -

- Confirming that all penetrations through walls have been completed made good and fire stopped if required.
- Ensuring that all reasonable shrinkage has taken place within the block work and there are no saturated areas.
- That all pre-finished elements are fully protected.
- That the building is sufficiently watertight and protected from the elements and ensure that the temperatures are in the correct range for plastering works to proceed.
- That good level of temporary lighting is provided.
- All areas of work are to be kept clean and tidy; this would be monitored on a day to day basis by the Site Management Team.

All redundant off-cuts of board/studwork will be cleared from the workface on a regular basis to an agreed location for removal from site for recycling.

On satisfactory completion of the dry lining and plastering, second fix activities will commence such as the installation of grilles/diffusers, fixing of sanitary ware and connection of electrical light fittings and accessories along with the installation of final items of specialist equipment in line with allied building finishes.

Throughout the installation of the services, routine inspections will be carried out to ensure that the services are being installed to the required standards within the requirements of the specification. Sectional testing will be carried out as the progress of the work, as each area is released and accepted the carpentry 2nd fix works will commence and follow the programmed sequence.

The decorations will naturally follow the carpentry 2nd fix and will be sequenced in this way. Prior to decorations commencing all rooms and areas will be thoroughly inspected for any defects once areas are cleaned and only then will the decorations commence.

Protection of all joinery items will be maintained until Practical Completion. Following the completion of the final fix, each unit will be inspected by McCarthy Stone and any defects found will be made good. The Unit will then be offered for inspection, and an agreed snagging list will be prepared, and the works made good.

Once the final snagging is completed the units will be handed over and locked up until each unit is ready to occupy.

EXTERNAL WORKS

Arrangements will be made in advance for the inspection and witnessing of tests by the local authority/NHBC to ensure that works are carried out in accordance with their requirements and to suit the construction programme.

Areas will be completed and handed over with the adjacent block or terrace. Adjacent areas that have yet to be completed will be fenced off until such time as they are complete, and the adjacent block is ready for handover.

EXIT STRATEGY

McCarthy Stone propose to hand over the finished units on a progressive basis. As units are completed, they will be handed over and once there is a safe route to the unit then occupation can occur.

For each phase, the exit strategy will be implemented once safe access can be provided for the public.

Refuse collection will be possible by agreement with the council, along the permanent access road.

MANAGEMENT OF THE PROJECT

SUBCONTRACTOR PROCUREMENT

To comply with the Construction (Design & Management) regulations 2007 all potential sub-contractors must be assessed by McCarthy Stone to ascertain their capability to carry out a project of this size and their Health and Safety procedures and records. Once a sub-contractor has been approved as capable, they are placed upon our approved list, from which all sub-contractors who are asked to tender packages are selected.

Each package will be tendered and from the returns a contractor will be selected who is competent of performing safely and efficiently.

GENERAL SITE MANAGERS DUTIES

The Site Manager/ Contracts Manager is responsible for the efficient and safe running of the site, he must:

- Ensure all method statements have been signed off and available before works commence
- Consider the environmental impact of the site on the local community.
- Arrange and manage the provision of safe storage for materials and chemicals to ensure that there are no detrimental effects to the environment.
- Check and maintain all boundaries.
- Consider the impact of noisy plant and operations and prepare mitigation strategies.
- Consider the safe movements of pedestrians and provide a safe environment.

- Ensure that all necessary signage has been erected for a safe and efficient site.
- Ensure that all necessary surveys of services are carried out and ensure that the drawings are correct.
- Display the employer's liability insurance certificates, evacuation procedures and all necessary certificates / signs required under the law.
- Ensure that there are enough welfare facilities provided.
- Manage the provision of first aid facilities.
- Manage and ensure all COSHH, Noise and Risk assessments are carried out, recorded and available on site along with all necessary safety booklets.
- Make available and maintain a supply of Personal Protective Equipment for visitors and ensure that the correct PPE is being used by the workforce on site.
- Manage the process of ensuring that the site workforce has the correct certificated for the task that they are performing and that they have been inducted into the safety and operational rules of the site.
- Manage the safe and tidy storage of materials
- Manage the progress on site to ensure that the client's aspirations are with regards to time, quality and value are achieved.

INTERNAL SITE MEETINGS

Weekly meetings will be held to discuss progress on site, update the current position related to the contract programme and to discuss and record ways and means of overcoming any current problems relating to the processing of the works.

The weekly meeting will be a forum to discuss methods of carrying out forthcoming construction works to plan for working duration's periods or on-site operations and thus avoid any confusion or possible delays or abortive work.

A WELL PLANNED JOB IS A GOOD ONE

At the meeting the internal procedures will be discussed, and the programme adjusted / updated should it be felt necessary, especially to make the running of the site more efficient. Also, at the meeting all aspects of safety on site will be discussed, especially requirements of forthcoming site operations

REPORTING PROCEDURES

The following will be tabled for discussion at each internal site meeting: -

The status and progress recorded against the contract programme.

Current short-term programmes and stages recorded against contract programmes with, if necessary, actions for bringing works into line with the contract program.

Weekly labour and plant returns.

A rolling schedule of approvals of all materials yet to be approved will be tabled. This schedule will be updated on a weekly basis.

A schedule of materials and projects manufactured off site, with status of percentage manufactured and anticipated delivery dates.

WEEKLY SUBCONTRACTORS' MEETINGS

At weekly intervals a fully integrated Subcontractors' meeting will be held, to highlight and discuss sub-contractor interfaces' and co-ordinate any problems. On the same weekly basis, a foreman's meeting will be held to ensure smooth running of the site operations, especially concerning safety.

If required, spot and extraordinary meetings will be called for, if any specific areas of the contract are causing concern to avoid any possible delays to site works.

DESIGN TEAM MEETINGS

At regular intervals a fully integrated design team meeting will be held, to highlight and discuss sub outstanding information, and to co-ordinate any problems.

If required, spot and extraordinary meetings will be called for, if any specific areas of the design are causing concern to avoid any possible delays to procurement and to the site works.

SUMMARY

In the above method statement McCarthy Stone have set out to demonstrate our commitment to a well-planned and safely executed project. We have shown that the works have been carefully sequenced for both the construction and occupation phases of the project.

The Exit strategy allows the early occupation of new apartments and the progressive flow of works. These are only our proposals and we would welcome the opportunity to discuss and develop these further.

In the above text we have explained the sequencing of the works and the methods that will be employed to deliver a successful project in the shortest possible time. The above trade method statements are of a general nature and indicative to a project of this type. Therefore prior to the commencement of each stage of the construction works, job specific method statements will be produced and agreed with the McCarthy Stone Site Management Team and the Planning Supervisor for inclusion in the Safety Plan.