

METHOD STATEMENT for		
Contract:	Hyde Road School – Belle Vue Academy	
Method Statement Produced by: Lee Wayper		Date Issued 06/01/21
Method Statement N° : 001		Revision: 01
Method Statement Title: i. Traffic and Pedestrian Management ii. Wheel Washing facilities iii. Parking of vehicles iv. Loading and unloading v. Storage of plant and materials vi. Control of noise and vibration vii. Control of dust viii. Waste disposal ix. Security hoarding		
Content : Purpose and Scope 2 References (Specification / Calculations / Drawings etc.) 2 Personnel, Responsibilities, Supervision, Labour Resources, Skills, Competence, Records of Training 2 Health & Safety and Environmental Risk Assessments 2		
Attached document including risk assessment:		
Principal Reviewer's Name: Lee Wayper	Principal Reviewer's Signature:	06/01_/20_
Other Reviewer's Name:	Other Reviewers Reviewer's Signature:	___/___/___
This Method Statement <u>must</u> be reviewed again if there is an incident or changes affecting the activity and before: (no later than 6 months hence)  (The result of every review must be recorded, signed, dated and attached hereto.)		Next Review Date: ___/___/___
The content of this document (and the attached Risk Assessment) must be explained to the workforce and signatures, confirming that they understand and will comply, obtained <u>before work can start.</u>		

1	<u>Purpose and Scope</u> This document will cover Construction of the new Hyde Road School and associated external works The purpose of this document is to define procedures during the construction of Hyde Road School. Hyde Road, Manchester – M12 5AL It will identify any arrangements to ensure the safety and wellbeing of contractors, residents, site users and the general public and will give guidance on how SRM intend to mitigate any major disruption to the surrounding community. Items covered include. i. Traffic and Pedestrian Management ii. Wheel Washing facilities iii. Parking of vehicles iv. Loading and unloading v. Storage of plant and materials vi. Control of noise and vibration vii. Control of dust viii. Waste disposal Security hoarding
2	<u>References (Specification / Calculations / Drawings etc.)</u> • Applicable Drawings • Project Health & Safety Plan
3	<u>Personnel, Responsibilities, Supervision, Labour Resources, Skills, Competence, Records of Training</u> Lee Wayper – Project Manager
4	<u>Health & Safety and Environmental Risk Assessments</u> Will be produced for all activities and will include environmental risk and control as well as health and safety requirements.
5	<u>Explanation of Methods of Work</u> Works include the Demolition of the existing cinema building, remodelling and re-profiling of the existing site. Construction of the new School building and associated services. Hard and soft landscaping and associated 278 highways work.

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Jaro Jaro

Hyde Road

Security Gate person and WC Provision

Gate person controlled access

Showcase Manchester

Bracewell Close

Gala Bingo

Building option

Access Zone

Pedestrian/cycle routes

Perimeter hoarding

Internal secure fencing

Access for parking only

Construction site access

Permanent fencing erected where possible

Container storage

SRM/Subcontractor site accommodation and welfare

Access turnstyle

SRM/Subcontractor/visitor parking

Kirkmanshulme Lane

It is essential to mitigate any potential health and safety issues to the general public, we will also enforce timings so that we avoid deliveries sitting on the public highway. For this reason, SRM will be implementing a strict delivery timing schedule unto which all subcontractors and supplier will have to adhere. The timings will be as follows,

Permitted hours of work for deliveries and construction traffic throughout the duration of the project are restricted to: 08:00 – 18:00 Monday to Friday and 08:00 – 13:00 Saturday.

Deliveries will not be accepted outside these times:

Parking of vehicles

Site personnel will be briefed to use access to welfare facilities and parking from Kirkmanshulme Lane. SRM will provide parking on site. To mitigate disruption to local residents it is intended for the majority of site traffic to be parked on site using the parking facility provided. This will be explained during procurement and at the site induction which all personnel must attend prior to working on site.

Site Traffic and Pedestrian Routes

Traffic will access the site via the main entrance from Hyde Road reporting to the gateman on each and every occasion. Once through the main gate traffic will follow the road ahead.

The principal objective is to ensure the safe passage of pedestrian and vehicular traffic on site. To reduce the need for delivery vehicles to reverse a one way system will be operated onsite. In the event that a vehicle has to reverse a qualified banksman will be on hand to manage and supervise the operation.

Deliveries will be phased and controlled in the main using a booking system to ensure deliveries arrive to site at staggered times, thus ensuring that any chance of congestion on adjacent roads is reduced. All transportation to and on the site will be on rubber tyre vehicles.

Site entry will be controlled by a turnstile. To gain entry you must have been inducted or be accompanied by a member of the site team. A segregated walkway and controlled crossing points will be in place from the turnstile to the building.

Our site hours are 08:00am until 18:00pm Monday to Thursday and 08:00am until 16:30pm on a Friday.

ii. Provision for wheel wash facilities

It is not anticipated that mud on the public highway will be an issue. As site requirements dictate vehicles wheels will be washed prior to the vehicle leaving site to ensure minimal run off to adjacent roads. A clean run off area will be provided on site to facilitate this with managed water storage. A road sweeper will be employed throughout the course of the works, when required, to ensure areas are clear and maintained to acceptable standards. Access ways wash off and adjacent roads will be subjected to daily checks from the site team.

iii. Parking of vehicles

Site parking will be facilitated from Kirkmanshulme Lane and pedestrians will enter site from Hyde Road through the main gateman's hut to 'sign in' and walk to the cabins to report to reception or from Kirkmansulme Lane via the intended access provision. Parking will be available on site including for visitors and disabled users.

iv. Loading and unloading

Vehicles will be loaded and unloaded in designated areas only, and personnel are not permitted to remain on any vehicles during loading or unloading, except in a safe place specifically provided

Prior to commencement of any work by a sub-contractor, they will be required to submit a method statement stating precisely the type of vehicles / plant to be used and the control measures incorporated with their programme of work.

The method statement must also incorporate a risk assessment for the work and include traffic issues where applicable.

Site routes will be kept free from obstructions and sufficient clearance will be allowed for vehicles. Delivery drivers are to be warned of obstructions and restrictions, where applicable, on arrival at site.

Adequate lighting is to be provided to facilitate safe driving for site routes. Signage will indicate safe access and egress for pedestrians.

v. Storage of plant and materials

Storage facilities on site will be provided for materials and plant. All materials and equipment will be stored in an orderly, safe and secure manner and at no time obstruct access routes around or through the building or the building plot. Stored materials will not

reach an over-abundance or be allowed to clutter the site.

Chemicals are to be stored in a secure bunded area and transported in suitable containers, in line with Environment Agency Pollution Prevention Guidelines. Spill kits will be available in the main compound adjacent to a fuel bowser, for use in the event of spillage. If large quantities of chemicals are to be transported onto site for use a spill kit is to be taken with them in case of spillage. If used the absorbent spill control materials are to be bagged up and stored for disposal as hazardous waste by the on- site spill response team. In the event of a spillage the Spillage Response Procedure is to be implemented. Major spills are to be reported to the Environment Agency through the Project Manager or the Project Environmental Coordinator.

COSHH Assessments will be completed for hazardous materials and induction training given to employees prior to them using the material.

vi. Control of Noise and Vibration

It is not envisaged that proposed works will cause disruption in terms of vibration nuisance however In the event of unusual activities or events that can be anticipated, these will be notified to the Client, Council and relevant adjacent property owners or occupiers wherever possible, in advance of the activity.

The following measures may be undertaken to reduce the impact of construction vibration on the surrounding community.

1. The works will be carried out by adopting the principles of 'best practicable means' for control of vibration
2. If required - regular vibration monitoring will be carried out around the perimeter of site and records maintained on site.
3. Electric plant will be used wherever possible.
4. 'Sound reduced' generators and compressors will be used to minimise noise.
5. Restricting drop heights during lorry loading to the minimum required for safe and efficient operations.
6. Ensuring that the site location of equipment is into account the sensitive receptors around the site and the nature of the work.
7. Building operations audible at the site boundary may only take place between the hours 08.00 to 18.00hrs Monday to Friday, 08.00 to 13.00hrs Saturday.
8. The selection of plant, equipment and systems of work including delivery times should take account of these factors to ensure vibration is reduced to a minimum.

vii. Control of dust

All practical measures will be employed to ensure no significant adverse environmental effects to air quality occur over the site and surrounding area. Dust can pose both environmental and occupational health hazards –Dust suppression systems will be utilised to minimise long term occupational health concerns.

All practical measures will be employed to ensure no significant adverse environmental effects to air quality occur over the site and surrounding area. The Environmental Protection Act (1990) and Clean Air Act (1993) will be complied with at all times during project.

Site specific control measures will apply to all activities and operations throughout all phases of the project and are listed below. Dust is to be controlled in accordance with the requirements of Company Standard Procedures EP04.

- Dust suppression using damping will be carried out to avoid dust escaping beyond the site boundary.
- Ensuring all loads are dampened down and subsequently completely sheeted including the sides for all vehicles carrying spoil and other dusty materials to stockpiles site prior to transport;
- Control of cutting or grinding material onsite such that any dust emissions created by these processes is suppressed or minimised and does not adversely affect the surrounding environment;
- Ensure material stockpiles are regularly dampened down using water sprays during dry weather;
- Restricting drop heights during lorry loading to the minimum required for safe and efficient operations subsequently reducing dust emissions;
- Thorough investigation of any air quality complaints regarding project activities, identification of the causes, and implementation of remedial measure to rectify the situation;

Where creation of dust/fume is unavoidable personnel must use appropriate Respiratory Protective Equipment (RPE) with respiratory face mask fitting undertaken. N.B. RPE will often be required when wet cutting stone or concrete. Stringent control measures must eliminate, minimise nuisance factor to the general public in accordance with environmental requirements.

viii. Waste disposal

We will minimise, segregate, reuse and recycle waste where possible

Arrangements for disposal of waste requires careful planning and programming, contractors will liaise with the Works Manager or his nominee to enable co-ordination. The arrangements being provided must be included in the contractor's method statements. Strict controls will be enforced.

Good housekeeping is fundamental in providing a safe environment. Waste must be cleared and stored only in designated areas and regularly removed. Access routes and means of escape must be kept clear and free of tripping hazards at all times with workplaces cleared and tidied as works progress throughout the day

The requirements for compliance with the Hazardous Waste Regulations 2005 are to be included in contractors' method statements and a waste register maintained by the waste producer.

Each contractor is to ensure the correct storage and disposal of all waste. Waste must only be removed from site by licensed carriers in possession of a current certificate of registration (Control of Pollution (Amendment) Act 1989). Copies of such certificates should be verified by the contractor and will also be subject to Sir Robert McAlpine verification.

Waste must only be transferred to a disposer licensed to receive the categories of waste involved, with the contractor undertaking spot checks to ensure this happens. Where practicable, types of waste should be streamed/segregated for re-cycling.

The principles of good housekeeping require that contractors maintain work areas free from collected rubbish and debris and dispose of excess materials and waste in the appropriate way. If contractors fail to control the movement and disposal of waste and debris produced as a result of their activities Sir Robert McAlpine will utilise a 'clean up' notice system with resulting cost being passed to the contractor involved.

ix. Security Hoarding

All persons entering the site must satisfy the requirements of SRM Site Induction. Visitors are to report to the Project Office and remain there until a suitable escort is arranged. The following steps will be taken to prevent unauthorised entry as far as possible:

1. Identity passes and/or helmet induction stickers will be issued to personnel in conjunction with induction training. Temporary passes will be issued to visitors.
2. All gates, doors, and windows to be secured outside working hours.
3. During working hours, Security/Sir Robert McAlpine personnel will man all open doors and gates controlling entry to the site. Outside working hours private security will maintain watch and access controls on a 24/7 basis
4. Suitable hoardings or fencing will secure the site, warning signs will be prominently displayed with protected routes leading all visitors direct to the Project Office.
5. Turnstiles and swipe card/biometric reader entry system will be used to control access to the site.
6. Security requirements will be reviewed and increased as the project develops.
7. The site will be secured to prevent unauthorised access, particularly by children.
8. Visitors to site must be notified to the Project Manager prior to their arrival. Only personnel approved by the Project Manager will be permitted entry to site. Authorised visitors will be directed to the Site Office and may not enter site unless accompanied by an authorised person. Visitors must comply with the site rules.
9. Deliveries must be notified on the appropriate material delivery notification form. This also applies to temporary plant.
10. Materials and plant may only be removed from site with the authority of the Project Manager.
11. Sir Robert McAlpine management must be kept fully informed of the names of all individuals working on site and must be given prior notification of their final dates for work on the project. Daily Labour and Plant Returns must be submitted by 1000hrs each day.