



# **CONSTRUCTION METHOD STATEMENT**

**22-30 Parliament Street, Harrogate**

**Dated 29 October 2021**

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## **Construction Method Statement**

### **Introduction**

This Construction Method Statement highlights the main health and safety issues in connection with the work on this project. It forms the basis for the overall management and control of site safety issues for the duration of the construction phase. The Method Statement itself will help inform the Construction Phase Plan which will be a live document and will be regularly reviewed and updated as the project progresses, the initial plan may therefore not address all of the hazards, particularly those which may be some time away.

As the Principal Contractor we will implement and monitor the developed Construction Health and Safety Plan during construction and will take reasonable steps to co-ordinate and ensure co-operation between all contractors to achieve compliance with the regulations and with the requirements of this plan.

During the construction period we will liaise internally to ensure that we coordinate with all appropriate stakeholders in our role as Principal Contractor and Principal Designer. We will co-ordinate with the preparation of a Health and Safety File which will contain safety information pertinent to the use, maintenance, repair, and eventual demolition of the facility.

## 1. Site Boundary

The site boundary is delineated on the plan below. The site will have a perimeter of solid hoarding around the entire site. The site perimeter will encroach on a number of the footpaths around the site. The site hoarding will preserve the aesthetics of the site as far as possible and will reduce noise.



## 2. Access and Pedestrian Movement Around The Site

Access to site will be initially from the Southern end of Union Street near the junction of Oxford Street. This is likely to change as the project progresses, but access is likely to remain on Union Street. Pedestrian access will be separate from vehicular access, and will reflect the guidance in HSG 144 Safe use of vehicles on construction sites. Access will be security controlled.

## 3. Road Closures And Stopping Up Orders

It is likely that some temporary short duration road closes/stopping up orders are required, particularly for the initial breaking in to the building during the demolition phase. This is likely to affect Union Street for a number of hours at the start of the project.

## 4. Proposed Working Hours (Residential Proximity)

Working hours are permitted as: **(TO BE CONFIRMED THROUGH THE PLANNING PROCESS)**

- WORKING HOURS
- 07.30 am - 4.30pm Monday-Friday
- 8.00 am – 3.00pm Saturday.

A letter will be issued to local residents informing them of working times.

## 5. Below Ground Services – HSG 47 Avoiding danger from underground services

Below ground services are not yet known, but will be surveyed before work starts and will be included in the Construction Phase Plan. All live services will be removed or disconnected where not required.

It is known where services enter the building. All excavation work will be preceded by a CAT scan and will be subject to a permit to dig.



## **6. Protection Of The Public And The Highway - HSG 151 Protecting the Public**

All areas adjacent to the site will be assessed for risk and protective measures and controls put in place to prevent any risk of falling objects. A fan scaffold or crash deck will be installed where there is greatest risk. Tools will be tethered whilst working at height.

Access to site will be strictly controlled and the site and any scaffold will be secure to prevent trespass on site.

## **7. Site Hoarding And Scaffolding**

The site will have a perimeter of solid hoarding around the entire site. The site perimeter will encroach on a number of the footpaths around the site. Where scaffold encroaches into the street scene this will be properly wrapped and protected. Scaffold will be netted where necessary, and will be subject to statutory inspections.

## **8. Signage/Advertisement During Construction**

The site will be appropriately signed with informative information on the project. All advertising will be in line with HBC planning requirements.

## **9. Surveys Of The Adjacent Building**

Prior to any works commencing, the Structural engineers for the project have undertaken an investigation to ascertain whether our building is independent of the adjacent listed building. This investigation involved creating small holes and core drilling our own building façade where our building is abutting the adjacent listed building. The investigative works have proved that the adjacent building is an independent structure not tied to or dependent on the existing listed building.

Regardless of the above, when demolition does commence, regular visual inspections as well as regular and continual surveyed measurement of the existing building will be undertaken to ensure the existing building is not disturbed during our works.

The protection of adjacent property, particularly structures, will be planned at an early stage and detailed in the method statement. Permanent or temporary support will be provided in accordance with Clauses 14, 15 and 16 of BS6187:2011. In addition to structural matters, appropriate protection from the weather, debris, dust and liquids should be provided. As necessary, protection will be provided against the possible dislodgement of materials, such as soot which can block flues in adjacent properties. The effects of air overpressure and vibration should also be considered. Working methods will ensure that the support of remaining foundations, structures or land is not disturbed during the excavation of existing foundations or basement floors.

## **10. Site Security For The Duration Of The Works**

Due to the location of the site, security is paramount and will be provided by robust physical barriers and the envelope of the building in the early stages of the project. CCTV will be deployed in necessary areas.

### **11. Vehicular Movement**

The site will be subject to a workplace transport risk assessment to achieve the primary object of separating vehicles and pedestrians. This will be done through physical barriers and one way routes where possible. Where separation cannot be fully achieved, and especially where vehicles are entering and leaving site, marshals will be used to ensure separation. HSG 144 The safe use of vehicles on construction sites: A guide for clients, designers, contractors, managers and workers involved with construction transport, will be used to devise the Traffic Management Plan on site.

### **12. Fire Assembly Point**

The fire assembly point will be located on the opposite side of Parliament Street in front of the building. This will be kept under review depending on numbers on site.



### **13. Listed Building Application**

Any proposed works that may affect the adjacent listed building, will be subject to an Application for Listed Building Consent for Alterations, Extension or Demolition of a Listed Building from planning.

## **DEMOLITION PHASE**

### **14. Strip Out And Demolition**

Before any work commences on site an asbestos survey will be undertaken and if any asbestos is found this will be removed following the guidelines set out in Parts 1, 2 and 2 of BS 8520. The works will be undertaken in accordance with the Harrogate Borough Council hours of permitted working.

Throughout the demolition works we will endeavor to comply with the guidance provided in BS 5228: Parts 1 and 2 (1984) and part 4 (1986) with regard to noise control during construction and wherever possible use methods to minimise disruption to our neighbours. Demolition material will be removed via skips situated within the site perimeter for the duration of the project.

### **15. Asbestos Survey and Management**

A pre-demolition / pre-refurbishment survey in line with HSG 264 will be produced for the buildings on site. A copy of the Refurbishment & Demolition Asbestos Survey will be available on site and kept in the site managers office. Any existing Asbestos management Plan will be used to inform the presence of asbestos prior to and R&D survey being undertaken. A licensed Asbestos Removal company will be employed to remove all asbestos prior to the demolition of the existing building. Any asbestos removed,

will be removed in accordance with statutory requirements, and to registered licensed waste sites. Clean Air certificates will be produced after asbestos has been removed as required to satisfy Health & Safety requirements.

### **16. Initial Soft Strip**

Soft stripping as the name suggests is the removal / stripping of all / most of the soft materials within a building, this is generally, carpets, loose furnishings, doors, panelling etc., mainly anything that is not structural or integral to the building, Most of the buildings within the site will need a varying degree of soft stripping, some to assist in the removal of asbestos containing materials and others to assist in the demolition. Where it is possible materials can be left within the building and removed during the demolition process and where possible this will be done to minimise the manual handling and exposure of operatives.

### **17. Waste Management**

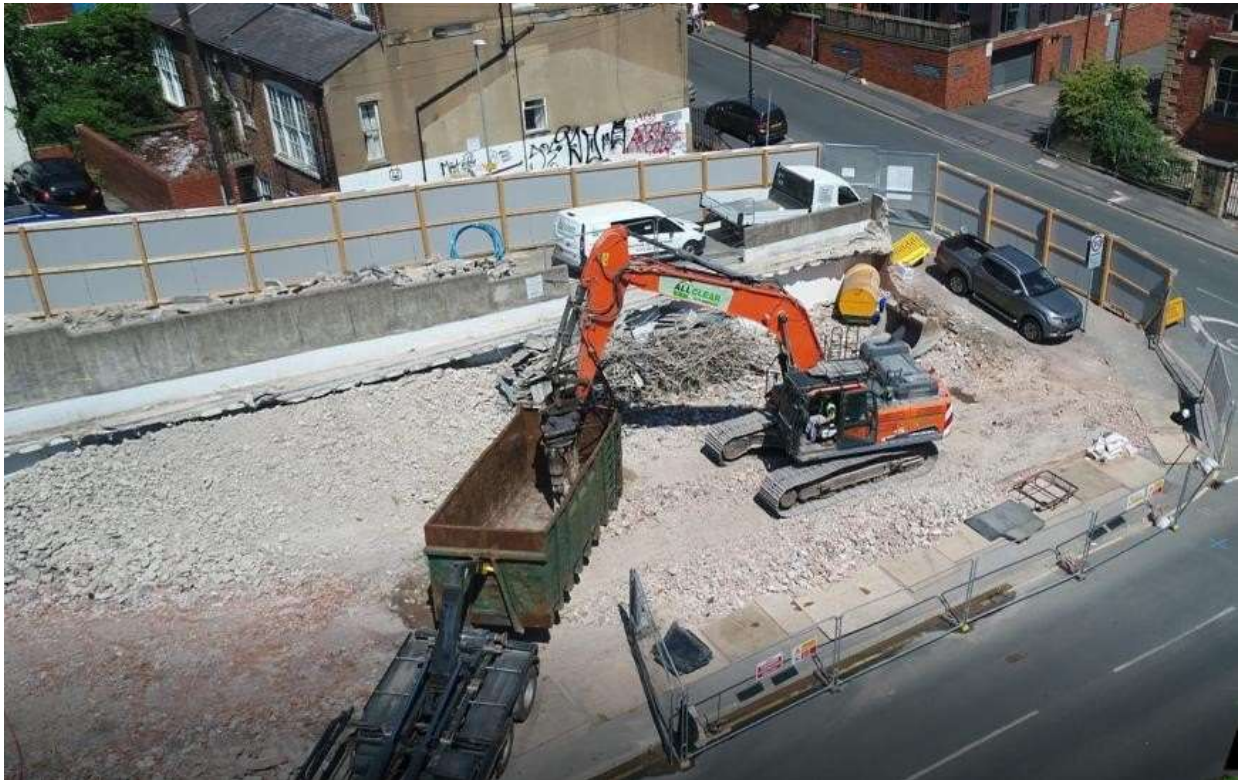
All surplus excavation material will be removed from site by a licensed haulier. Transfer notes will be maintained and made available for Client inspection. The Contractor will utilise local tipping points to ensure the carbon footprint is minimized, and they will set up a waste recycling area, with separate skips for waste categories, within the site compound. The site will be cleaned daily, and all waste deposited in the skips at the recycling area. Waste production will be monitored against our site-specific Site Waste Management Plan and the pre-construction waste estimates.

### **18. Proposed Controlled Demolition Methodology Inc Dust Suppression**

Demolition of the superstructure of all the buildings on site will be undertaken by mechanical means using demolition-specification excavators with appropriate attachments.







During the demolition works either a self-contained pressure washer or a standpipe and hoses will be utilised for dust suppression. The pressure washer / standpipe will be positioned outside of the immediate demolition zone. Water will be delivered into the area using the gun attachment on the bowser / hoses.

The area around the buildings will be segregated and drop zones established using solid hoarding with appropriate signage attached. Entry will be restricted to demolition personnel only. Banks men will be positioned at points outside of the demolition zone to ensure no unauthorised access into the demolition zone during the building demolition.

Plant operators to take precautions and allow maximum clearance between the walls and themselves when working near / adjacent to blocks / walls of buildings being retained or when undertaking demolition and breaker works to remove slabs and foundations etc, especially adjacent to any buildings in case of unexpected wall collapse. Operators are expected to review and check their works area regularly and before / after works to check adjacent walls / blocks for any signs of structural movement (cracks etc) Any concerns are to be raised to the site manager immediately and works suspended and the area cordoned off until the area has been checked by a structural engineer and they have given the all clear to resume works.

Banks men provided during demolition / breaker works are to be kept out of the demolition areas when demolition works & or breaker works are being undertaken. The plant operator must ensure the area is checked and clear before allowing operatives to enter. Banks men will not be permitted to work near or under any blocks / walls within the demolition area.

#### **19. Structural Monitoring Of Existing Buildings**

During the demolition process the existing buildings will be constantly monitored for stability

Arrangements will be made to monitor the effects of the demolition, including for example ground vibration, and monitoring points being surveyed each week for movement of the existing structure.

#### **20. Shoring And Support Methodology Of Existing Building During Demolition**

The existing building adjacent to our site is a Auxiliary and temporary structures should be provided, as appropriate, to ensure safe partial or full demolition of a structure. They should be an “engineered solution” and, as such, should be designed, erected, maintained and dismantled in accordance with the appropriate standards (e.g. BS EN 12811- 1, BS EN 12811-2, BS EN 12813, BS EN 1993-6, BS 5975 and HSE document: The Management of Temporary Works in the Construction Industry [59]). They may comprise:

a) shoring/propping for vertical loads:

- 1) single props, either mechanical or hydraulic;
- 2) towers;
- 3) spanning beams and trusses;
- 4) needling beams;
- 5) back propping; and
- 6) underpinning;

b) shoring/propping for horizontal loads:

- 1) raking props, transferring the horizontal load to a lower level;
- 2) flying shores, horizontal props transferring the load to a stiff point at the same level such as a lift core or return wall;
- 3) braced towers; and
- 4) facade retention systems.

Material used for temporary or auxiliary structures may include:

- i) steel tube and fitting scaffolding;
- ii) proprietary equipment, screw jacks, props, beams, system scaffold;
- iii) structural steelwork; and
- iv) structural timber.

Structures resisting actions in temporary states should also be provided where:

- necessary as temporary or auxiliary works.
- The same degree of consideration and care should be given to the design and construction of temporary works as to the design and construction of the permanent works in accordance with BS EN 1991-1-6.
- Temporary or auxiliary structures should be in position prior to the disturbance or removal of the existing supports which are taking vertical or horizontal structural loads. They should be sufficiently robust and founded on secure and effective footings, be adequately laced and braced, and, if appropriate, capable of resisting dynamic loadings. They should be designed not to interfere with subsequent demolition or construction and should be checked both prior to and during demolition for effectiveness, including for the effects of vibration.

## **21. Works within the Existing Basement**

The existing basement is to remain insitu and the development proposals are based on working within the parameters of the existing basement with piling being placed within the existing footprint to support the new frame as required. A new basement floor will be laid over the existing floor.

Before a new frame, piling, and floor can be inserted into the building, the existing building will be demolished, albeit the existing basement (and existing basement retaining walls) will be left insitu.

## **CONSTRUCTION PHASE**

### **22. Shoring And Support Methodology Of Existing Building During Foundation Construction**

Auxiliary and temporary structures will be provided, as appropriate, to ensure safe partial or full demolition of a structure. They should be an “engineered solution” and, as such, should be designed, erected, maintained and dismantled in accordance with the appropriate standards (e.g. BS EN 12811-1, BS EN 12811-2, BS EN 12813, BS EN 1993-6, BS 5975 and HSE document: The Management of Temporary Works in the Construction Industry).

### **23. Formation Of Piling Mat**

The piling mat will be designed by a civil engineer and will be subjected to the appropriate CBR test. Further information is not available at this time.

### **24. Secant Walls**

The secant walls will be designed by a piling designer and will be installed by a competent piling contractor. Concrete cube tests will be conducted. Further information is not available at this time.

### **25. Pile Capping Beam**

The pile capping beam will be designed by a piling designer and will be installed by a competent piling contractor. Concrete cube tests will be conducted. Further information is not available at this time.

## **26. Temporary Propping**

Auxiliary and temporary structures will be provided, as appropriate, to ensure safe partial or full demolition of a structure. They should be an “engineered solution” and, as such, should be designed, erected, maintained and dismantled in accordance with the appropriate standards (e.g. BS EN 12811-1, BS EN 12811-2, BS EN 12813, BS EN 1993-6, BS 5975 and HSE document: The Management of Temporary Works in the Construction Industry. Further information is not available at this time.

## **27. Crane Base**

The crane base will be designed by a civil/structural engineer and will be subjected to the appropriate CBR test. Further information is not available at this time.

## **28. Erection Of Crane/Swing Radius**

The erection of the crane and swing radius will be devised by the Appointed Person and lifting plan that will be devised before the works are carried out. All lifting will be in line with BS 7121-1:2016 Code of practice for safe use of cranes. General

## **29. Sheet Piles/Ramp For Excavation**

The sheet piles will be designed by a piling designer and will be installed by a competent piling contractor. Further information is not available at this time.

## **30. Removal Of Waste From Site**

All surplus excavation material will be removed from site by a licensed haulier. Transfer notes will be maintained and made available for Client inspection. The Contractor will utilise local tipping points to ensure the carbon footprint is minimised. We will set up a waste recycling area, with separate skips for waste categories, within the site compound. The site will be cleaned daily and all waste deposited in the skips at the recycling area. Waste production will be monitored against our site-specific Site Waste Management Plan and the pre-construction waste estimates.

## **31. Dust Suppression During Construction**

The application of standard dust control measures included in the British Research Establishment guidance (Building Research Establishment, 2003) are normal working practice on all well managed construction sites in the UK. Standard measures will be applied to the construction areas within the Site as agreed with the local authority air quality/pollution control officer or Environmental Health Officer.

Staff will be trained in the control of dust and will ensure the site is monitored for levels of surface dust. Should dust build up this will be damped down with hosepipes.

Record all dust and air quality complaints, identifying cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.

Record any exceptional incidents that cause dust and/or air emissions, either on- or offsite, and the action taken to resolve the situation in the log book.

The access road into and out of the site will be monitored for excessive dust build up. Should surface dust build up the road will be swept. If necessary in summer months, when the air is dry dust suppression will be enhanced by damping with water as necessary.

The name and contact details of person(s) accountable for air quality and dust issues will be displayed on the site boundary. This may be the environment manager/engineer or the site manager.

Avoid bonfires and burning of waste materials.

## **32. Site Traffic – One Way System**

The site will be subject to a workplace transport risk assessment to achieve the primary object of separating vehicles and pedestrians. This will be done through physical barriers and one way routes where possible. Where separation cannot be fully achieved, and especially where vehicles are entering and leaving site, marshals will be used to ensure separation. HSG 144 The safe use of vehicles on construction sites: A guide for clients, designers, contractors, managers and workers involved with construction transport, will be used to devise the Traffic Management Plan on site.

### **33. Material Handling**

Due to the nature of this project and construction in general, consideration shall be given to the use of mechanical handling for all heavy, large and bulky equipment and materials. Wherever possible, the manual handling of such items shall be managed out, with consideration being given to the provision of sufficient and appropriate lifting equipment and facilities.

The following items have been identified as posing a potential problem in terms of manual handling:

- Manual handling of general construction materials.
- Manual handling of construction plant and equipment.

The proposed solutions are specified in the design risk assessments (Appendix B), where necessary the designer will be requested to review the design of items that present significant difficulties.

Where manual handling cannot be designed out, correct manual handling techniques will be used on site. All site operatives are required to have an understanding of manual handling techniques, and this will be covered in the site induction,

### **34. Fit Out – Good Lifts And Cantidecks**

Goods lift and cantidecks will be installed by competent contractors in line with approved method statements and risk assessments.

### **35. Shoring And Support Of Existing Building During Formation Of Superstructure**

Auxiliary and temporary structures will be provided, as appropriate, to ensure safe formation of a structure. They should be an “engineered solution” and, as such, should be designed, erected, maintained and dismantled in accordance with the appropriate standards (e.g. BS EN 12811-1, BS EN 12811-2, BS EN 12813, BS EN 1993-6, BS 5975 and HSE document: The Management of Temporary Works in the Construction Industry. Further information is not available at this time.

### **36. Offsite Construction Methods**

Where possible offsite construction methods will be utilised for such as cladding, glazing, and the like. They will be installed by competent contractors in line with approved method statements and risk assessments.

### **37. Exfil Of Contractor’s Operations From Site**

Contractors will quickly leave site following the construction phase ensuring that the building and compound are returned to acceptable condition.

### **38. H&S OBJECTIVES/STANDARDS FOR THE PROJECT**

The Contractors aim is to achieve the following objectives/standards while carrying out the construction work for this project.:

- Prevent accidents and ill health to our staff, client, (sub)-contractors, third parties and members of the public.
- Achieve all works are carried out in accordance with all relevant legislation and Codes of Practice.
- Provide a place of work that is safe and without risk to health, safety and welfare to all those involved in the project and third parties.
- Consult and communicate to all those involved in the project and listen to given feedback.

- Subscribe to and maintain the standards set out under the Considerate Contractors Scheme. Project Specific Objectives / Standards
- No RIDDOR reportable accidents.
- Keep possible disturbance to local residents, businesses and general public to absolute minimum.

### 39. CONSTRUCTION MANAGEMENT ACTION PLAN

The following sections outline the key elements for consideration, which demonstrates what the Contractor will be committed to manage, control, and where possible mitigate the impact on the local community and infrastructure. Many of the issues identified will be further developed and dealt with in our more detailed site based method statements. Method statements will be prepared and agreed for all major site operations in advance of the relevant works commencing. This will be particularly important for piling, excavation and structural works

| PROJECT SPECIFIC HEALTH AND SAFETY IDENTIFIED |  |
|---|--|
| H&S RISK                                      | SUGGESTED CONTROL MEASURE  |
| Hours of Working                              | Normal construction site hours: 07.30 am - 4.30pm Monday-Friday, 8.00 am – 3.00pm Saturday. No working on Sundays and Public Holidays <b>(TO BE CONFIRMED THROUGH THE PLANNING PROCESS)</b>  |
| Noise and Vibration                           | Work in accordance with the recommendations of BS 5228- 1, Control of Noise at Work Regulations 2005 and the Noise Service The contractor will consult with adjoining neighbours and agree, if possible, certain times of day when noisy work is minimized |
| Asbestos                                      | An asbestos survey will be carried out and any asbestos contaminated materials will be removed prior to commencement of any works on site.   |
| Existing Services (Under-ground, Over-ground) | All existing services will be serviced prior to commencement of any works on site.   |

|  |   |
|--|---|
| Deliveries/ Storage/ Removal of Materials      | Please refer to the Construction Traffic Management Plan  |
| Existing Occupancy                             | The property will be unoccupied throughout the duration of the works  |
| Dust   | All dust levels are to be kept to a minimum and where possible controlled at source by the use of dust suppression systems. Site operatives are to wear suitable PPE/RPE where the levels of dust cannot be controlled ensuring exposure is well within legal limits. |
| Work with Ionising Radiation                   | We do not anticipate any hazard from ionising radiation; however any activity involving the release of ionising radiation will be notified and carried out in accordance with the HSE approved code of practice   |
| UV protection                                  | UV protection from the sun is provided indirectly by the site rules requiring safety helmets and appropriate clothing with no shorts or bare tops. If necessary additional guidance will be provided in accordance with the HSE approved guidance                     |
| Control of lifting operations                  | lifting operations procedures are contained within our Health and Safety policy. Specific lifting operations will be controlled through risk assessments and method statements, and a lifting plan.   |
| Work in excavations and poor ground conditions | health and safety procedures for work in excavations and poor ground conditions will be controlled through risk assessments and method statements appropriate to the specific situation and will be in accordance with the HSE approved guidance                      |

#### 40. COVID

The project will comply with the current COVID guidelines that will be applicable when the project is onsite, including Government requirements and advice and The Construction Leadership Council's guidance on COVID.

The HSE is the relevant enforcing authority for occupational health and safety legislation and guidance to control public health risks in the construction sector. If a site is not consistently implementing the measures set out by the Government, it may be subject to enforcement action.

Construction sites operating during the Coronavirus (Covid-19) pandemic need to ensure they are protecting their workforce and minimising the risk of spread of infection.

The health and safety requirements of any construction activity must not be compromised. If an activity cannot be undertaken safely, it should not take place.

The Contractor will have in place effective arrangements for monitoring and reviewing their compliance with Government and industry guidance. The company will also remind the workforce at every opportunity of the Site Operating Procedures which are aimed at protecting them, their colleagues, families and the UK population.