

With Compliments

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Method Statement

Project Overview

The existing property is a three-floor townhouse. The current floor arrangement comprises of an existing ground floor shop/cafe with road frontage and access onto the street. The first and second floors are currently not being utilised and have access from the rear yard.

The proposals consist of the formation of a third floor bedroom within extended loft space and formation of 1 and 2 bed units within the building's footprint to the first and second floors.

In constructing the third floor loft conversion and the alteration work to the upper floors careful thought has been given to the provision of safe vertical movement and protected working areas.

External scaffolding will be contained within the confines of the building at the rear and provision of a ground floor front hoarding will protect passing pedestrians. In relation to site access, the property is situated on the corner of Pen-y-llan Street and Church Road.

Pen-y-llan street and Church road are both primarily a residential area. There is vehicle access from Church road and this has been taken into account in the preparation of this document.

All of the works will be accessed via the Church road frontage and this entrance allows for direct construction access to the existing ground floor.

There is a public car park adjacent to the rear of the building.

Delivery lorries and skips can park and be placed directly on the property.

Proposed site works

Preliminary Program

It is envisaged that the duration of works described will be 24 weeks.

Previous Work and Continued Standard

All previous work to the building including (The raking out and repointing of the exterior elevations in a approved heritage lime mix, roof repairs, structural works required to make the property safe under the supervision of a structural engineer, and window repairs/replacement) have been undertaken with the advice, supervision and support of the local conservation officer with all the work being approved by conservation and with listed building consent.

We hope to proceed with the future work in the same workmanship manner and quality as previously provided, working with the local council, conservation, heritage, and structural engineers as required.

Construction Management Plan

Scaffolding

Loft conversion scaffolding within the building will create a safe working area for the construction of the third floor within the existing roof space. New window openings to the rear elevation will also be carried out from scaffolding working platforms. Scaffolding will be erected to allow execution of this work.

Maintenance and checking of the scaffolding shall be undertaken at regular intervals. Scaffold rubbish chutes will include sound deadening linings, and debris netting and similar protection will be implemented to provide strict protection for the health and safety of all workers and third parties, as well as minimising practically any inconvenience of the work to local people.

The scaffold shall be contained within the site hoarding lines and be used for vertical movement of materials. Access and working space for the construction involving forming openings in the existing external envelope of the building and appropriate protections will be put in place to prevent and manage any water ingress during construction.

Internal structure openings

In creating the loft and layout alterations to the other floors, new structural steel and timber members will be installed between walls. The creation of the necessary holes for provision of

engineering brick pads for steel work will generate some demolition and opening up and will seek practicably minimize use of vibratory equipment for this work.

Temporary works and supports

Appropriate traffic measures to protect pedestrians and vehicles shall be implemented.

Temporary Shoring & Propping will be installed as the works progress.

Area management

The site is within a residential area.

The clients currently have and seek to maintain good neighbourly relations. Such relations are assisted greatly by good communication, and by keeping neighbours and appropriate third parties regularly informed of site activities likely to impact on adjoining residents. The contractors' representatives and the management team will be receptive to all reasonable concerns of the neighbours and local community and will demonstrate a considerate and professional approach, so as to maintain a well-balanced relationship with neighbours, and the local public during execution. Appropriate signage and information boards will be displayed on the hoarding.

Management

The space available within the property on the upper floors will be utilised for the site office and welfare facilities and this will enable the execution of the project within the property.

The existing incoming power and water supply will be utilised. Access will be maintained for the duration of the works via the rear entrance on Church Road. Temporary hoardings will be erected across the existing openings with secure access.

Working Hours

Working hours will be 08:00-18:00 Monday to Friday only.

Fire and emergency procedures contact names and telephone numbers will be made available in case of 'out of hours' emergencies relating to the site. This information will be displayed on the hoarding. The constructor shall implement procedures to protect the site from fire.

Security

All site personnel will have to sign in on arrival and sign out before leaving the site. This will be incorporated into the site rules and included as part of the site induction process.

A construction health and safety plan will be prepared for the works in accordance with CDM regulations. Risk assessments will be developed and agreed. Sub-constructors' detailed method statements will also be produced and safe methods of work established for each element of the

works. Site inductions will be held for all new site personnel to establish the site rules and to enforce safety procedures.

Good housekeeping

The site Will be kept in a clean and safe condition. The areas adjacent to the site will be regularly inspected and any rubbish removed. The adjacent road and pavement will be kept clean.

Materias will not be stored on public footpaths or roads. Waste and rubbish will be regularly removed from the site and not allowed to accumulate so as to cause a safety or fire hazard. Welfare facilities provided within the site to discourage operations from frequenting the interface between the site and public areas.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'MHA' or similar, located below the 'Yours sincerely,' text.

Marshall H. Humphreys