



Bank Top Farm
Hollingworth Road
Littleborough
OL15 0AU

Construction Method Statement (CMS)

Farm Shop & Café

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01 Introduction

The purpose of this plan is to mitigate any construction effects on both the natural environment and the surrounding community.

This document is structured so that we

- Identify stakeholder requirements.
- Ensure current legislation is complied with, address planning conditions and requirements for licences.
- Effectively minimise any potential adverse environmental effects during the construction activities.
- Translate any committed mitigation into site procedures and method statements.
- Communicate with our staff, sub-contractors and neighbours.

The works included in this plan will be undertaken by GM Davies Ltd who will assume the role of Principal Contractor. GM Davies Ltd will project manage and construct the works in accordance with current best practices & methods of construction.

GM Davies Ltd staff take our social and environmental responsibilities seriously and our aim is to minimize the impact of the works on the environment, local residents and the surrounding community.

02 Scope of Work

This project consists of the construction of a farm shop and café building with associated car parking and servicing facilities including all associated civil engineering works, groundworks, retaining wall construction, drainage, utilities, building envelope, internal fit-out and external works.

The build will be in 2 stages. Initially the reduced level excavation, retention using gabion baskets and drainage to form the car park will be completed by GM Davies Ltd. The site will then be handed over to a main contractor to undertake the shop build and fit out. A suitable main contractor will be selected through a competitive tender process.

03 Surveys and Investigations

Site Investigations have been carried out in regards to both geotechnical and environmental (contamination) consideration. Soil samples have confirmed no contamination present. The geotechnical reports have been reviewed and considered by the structural engineer when developing plans for the land retention solutions.

04 Protection of Environmental Features

Trees

An environmental impact assessment completed prior to the planning submission has confirmed there are no trees in the project area that will be impacted on.

Temporary lighting

There are no requirements for temporary lighting as excavation and retention work will only occur during daylight hours.

Watercourses and drains

The site is adjacent to public highways, with existing surface water drainage provision.

The siting of potential sources of pollution such as fuel and chemicals storage, refueling areas for plant and the like, will be located at the farm which is as far away from the public drainage system as practicable.

05 Roles and Responsibilities - Contacts

Contact details for key site and emergency response personnel with responsibilities relating to the protection of the environment will be kept and publicised in key locations on site. Key contacts will include:

- GM Davies Ltd Contracts Manager
- GM Davies Ltd Project Manager
- Fire, Police, Ambulance
 - Emergency 999
 - Police non-emergency 101
 - Local Fire Station
 - Ambulance service 111
- HSE (for fatal & major injuries only – Mon to Fri 8.30am to 5pm)

The following people shall be appointed for this project:

- *Construction Manager*, responsible for management of the construction phase of the project and has overall responsibility for the environmental performance of the project. Compliance with environmental legislation, consents, objectives, targets and other environmental commitments, including those arising from the Schedule of Significant Environmental Effects.
- *Site staff*, who shall receive general environmental awareness training, and undertake work in accordance with Method Statement Briefings and toolbox talks. Trained personnel to manage particular tasks such as refuelling plant and equipment, managing the stores, water quality monitoring, implementation of the Site Waste Management Plan (when required) and supervising the segregation and collection of waste.
- *Client Project Manager*, to ensure that the scheme complies with all the relevant legal requirements, commitments and targets agreed for the scheme.
- *Principle Designer* (CDM) to provide information relevant to construction that may assist GM Davies Ltd to manage Health and Safety environmental aspects of the scheme.

06 Construction sequence

Will be in accordance with the Contract Programme which is owned, monitored and updated by the Project Team.

The overarching sequence of activities is anticipated to be as follows:

- Site security fencing
- Establish temporary site accommodation
- Excavate to site formation levels and form permanent car park external surface water drainage network
- External retaining structures – gabion baskets
- Establish permanent site accommodation
- Retaining walls, substructure, foundations and floor slab for the shop & cafe
- Superstructure walls and frame.
- Stonework and wood cladding to external facades
- Roof works
- Fit out spread across shop & cafe
- Final clean, testing and commissioning
- Hard landscaping to the front of the shop and to the car park
- Soft landscaping
-

07 Construction Activities – Risk Assessment

Risk assessment of potentially damaging construction activities shall be provided by GM Davies Ltd, including:

- Plant machinery
- General equipment and tools
- Equipment cleaning,
- Chemical and building material storage,
- Waste arisings

In respect of plant machinery hydraulic plant being favoured over pneumatic. Operatives will be asked to switch off machinery when not in use. Also idling shall be restricted and engines shut off to reduce noise and emissions.

Battery powered equipment and tools shall be used where possible.

Since the site hours of operation are limited, noise generation will be restricted to the daytime and so have least impact on the neighbours.

Vibration is both a health & safety risk and source of nuisance to both construction personnel site neighbours, and as such as reasonable measures will be taken to reduce this at source.

The removal of bed rock will be undertaken by excavator, should this require the use of a hydraulic breaker attachment this will be of the low vibration type.

No ground engineering works are proposed that would cause vibration.

08 Health and safety

GM Davies Ltd will ensure that the project is managed to the requirements of the Health and Safety at Work Act 1974 and the current Construction (Design and Management) Regulations as well as all other regulations that apply to construction activity.

A Principal Designer (CDM) has been appointed by the client.

A detailed health and safety plan will be produced using detail from the pre-construction information pack and any investigations and reports accumulated during the detailed design process which will be in place prior to commencement on site. This plan will identify all potential hazards which may be associated with the project which will allow us to plan our works safely and effectively throughout the course of the project.

As the work progresses, we would obtain information from suppliers and sub-contractors to build up the Health and Safety File, finalise the File prior to the end of the works and submit documentation to the client.

09 Site Establishment, Traffic Management, Parking and Security

The site boundary will be established and marked out prior to works commencing on site. The site boundary will comprise of Heras anti climb fencing panels to the perimeter of the site as detailed on the plan attached.

Prior to structure works commencing a hard standing carpark area will be complete minimising the potential for mud to be brought onto the carriageway.

Daily inspection of Hollingworth Road will be undertaken to validate the effectiveness of these arrangements – should construction soiling be prevalent then road sweepers (on call off arrangement) will be deployed. Some contractor car parking will be available on site with additional spaces available at the farm.

It is not anticipated that any construction operations will need to be undertaken outside of the site boundary, except for the following:

- Service connections (by statutory undertakers)
- Highways works to form the new access (by way of Mini Section 278 Agreement)

Any works undertaken outside of the site boundary will be subject to pre-agreed risk assessments and method statements, as well as consultation with the relevant statutory & highways authorities. The relevant Highways licences and agreements shall be sought in advance of work.

We will prohibit any of our work force from inconsiderate and illegal parking on the adjacent roads, to ensure the safety of local residents.

We will schedule deliveries to avoid peak local congestion times as much as practicable. Deliveries will be booked in with the site team to ensure that a banksman is ready to supervise driving onto and off site, and to ensure that no waiting of vehicles on the adjacent road takes place.

10 Material Storage and Distribution

Materials shall be stored in the appropriate place provided on site, with all necessary protective measures in place, to avoid damage, theft, or contamination.

Fuels, oils, chemicals and paints especially shall be stored in a bunded area away from drains and the edge of site to prevent them entering waterways. Some may be stored at the farm.

Loading and unloading will generally be undertaken by the mobile crane, lorry mounted cranes (HIAB), or the use of a telehandler (forklift) operated by a fully certified GM Davies Ltd operative, briefed in the site restrictions. Specific areas relevant to progress on site will be identified for storage of any materials that are not directly fixed.

11 Working Hours

The site shall typically work standard hours, minimizing works at weekends and bank holidays:

Monday – Friday:	08:00 -18:00hrs
Saturdays:	09:00 -14:00hrs (If required)
Sundays & Bank Holidays	No works permitted

Staff and operatives may arrive and leave site outside these times but not carry out construction work on site. Managers, consultants and client representatives may carry out inspections and surveys outside these times.

In the case of work required in response to an emergency or which if not completed would be unsafe or harmful to the works, staff, public or local environment, the relevant local authority and those residents affected, will be informed as soon as reasonably practicable of the reasons for, and likely duration of, the works.

Examples of the type of work envisaged includes: where pouring concrete takes longer than planned due to equipment failure or where unexpectedly poor ground conditions, encountered whilst excavating, require immediate stabilisation.

12 Earthworks

During the drainage and foundation works, the arisings will be stockpiled and removed to suit programme. A road sweeper will be employed on a 'call off' arrangement to ensure the surrounding highway is kept clean at all times.

The earthworks for this project comprise a levelling of the site to suit the building design and landscape proposals. Any excavated soils will be reused within the confines of the site and neighboring fields, so far as practicable. The material that is surplus to requirements shall be carted off site, by a licensed Waste Sub-contractor, where Waste Transfer Notes will record the category and quantities of Spoil and also its final destination.

As an integral part of this work, spoil heaps shall be formed and material disposed of to meet obligations set out above in relation to dust suppression and minimizing the impact on the ecology of the site and surrounding area. Dust suppression shall incorporate misting/wetting during dry periods.

13 Waste

Where possible, site waste is to be recycled, reused or reduced. All sub-contractors are responsible for the regular removal of their own waste to the appropriate waste stream receptacle. Waste materials must then be carried by an authorised and license waste carrier, with fully traceable waste transfer notes tracking the journey, whether that be to a recycling centre or for final disposal. Waste transfer documentation is also to be retained on site for record purposes. Supporting documentation shall include:

- Waste carriers licence – for all waste removal contractors
- Waste management licence – for waste transfer stations and final destination
- Controlled waste transfer note – required each time for non-hazardous waste removal
- Hazardous waste consignment notes – required each time for hazardous waste removal

Whenever possible, waste materials will be segregated into different streams, so they can be disposed of in the most environmentally-friendly way. The following categories will be implemented:

- Clean, untreated timber
- Inert (soils, concrete, blockwork)
- Plasterboard
- Scrap metals
- General non-specific site waste
- Cardboard & paper

Site waste and rubbish is to be removed from site on a regular basis to avoid hazards, including fire, vermin and slips, trips & falls. We expect the highest level of house-keeping from sub-contractors, especially around access / egress and emergency escape routes. The burning of materials or rubbish on site is prohibited.

14 Ground Contamination

Initial Ground Investigations for this project have been completed with no contamination identified. Additional survey works will at the end of the project as required.

15 Contamination of watercourses and drainage

GM Davies Ltd shall develop and implement appropriate measures to control the risk of pollution due to construction works, materials and extreme weather events. Whilst the site and project is low risk we recognise the risk of pollution from construction activities and present pro-active management practices to ensure that any pollution incident that may occur, such as a diesel spillage, is minimised, controlled, reported to relevant parties and remediated.

The following measures shall be adopted to manage the risk of pollution incidents:

- statement of appropriate information to be provided in the event of any incident such as a spillage or release of a potentially hazardous material;
- notification of appropriate emergency services, authorities and personnel on the construction site;
- notification of relevant statutory bodies, environmental regulatory bodies, local authorities and local water and sewer providers of pollution incidents, where required;
- ensure staff competence and awareness in implementing plans and using pollution response kit;

16 Outline Pollution Control

An 'environmental incident' is defined as any event, activity or condition that causes, or has the potential to cause harm to people, or damage to property or the environment. 'Pollution' is defined as any harmful impact on the local atmospheric, aquatic or land environment caused by release of hazardous or nuisance-causing substances or excessive noise and vibration.

Pollution Prevention

Potential pollutants from the works include:

- Silt
- Cement and concrete
- Oils and fuels
- Waste materials
- Effluent/waste water from site accommodation
- Dust generated from construction processes

Concrete and cement are very alkaline and can cause serious pollution. To minimise the risk of run-off entering any watercourse, concrete and cement mixing will be sited at least 10m away from any watercourse and plant cleaned within designated washout areas. Wash water from concrete and cement works will never be discharged into a watercourse.

To minimise the risk of pollution from oils on site, measures are required in relation to their storage, use and disposal. Environmentally considerate lubricants, such as synthetic, non-toxic biodegradable hydraulic fluids are available and may be used at sensitive locations.

Fuel and Oil Handling

All fuel and oil will be stored in accordance with the Control of Pollution (Oil Storage) (England) Regulations 2001 and they will be handled in such a way that risk of pollution is minimised, this will include:

- Fuel and oil storage tanks will comply with the Control of Pollution (Oil Storage) (England) Regulations 2001 and will be locked when not in use.
- Storage areas will not be located within 10m of the watercourse or highway gully.
- Drums will be stored in bunded areas with a minimum capacity of 25% of the total volume contained within the bund, or 110% of the largest container, whichever is greater.
- Drums will be maintained in good condition, fitted with lids and labelled to indicate the contents.
- Trained operatives only will carry out refuelling of plant and equipment.
- Plant will be regularly checked for leaks and will be regularly maintained.

Maintenance of Plant

Where possible, any maintenance of plant and equipment will be carried out away from any watercourse or drain, with mitigation measures undertaken as best practice, such as leakage tests following maintenance. Appropriate spill kits will be available during all plant maintenance operations and drip trays, to be used to contain any leakage of oil.

Any plant or equipment considered to be a pollution risk will either be repaired or removed from site.

Concrete Washout

A designated concrete washout area will be provided for washing out concrete delivery lorries, concrete pumps and grout lines. This will consist of a small skip lined with an impermeable membrane or similar arrangement.

Control of Sedimentation

Natural, local materials can present a pollution risk in some contexts.

Disturbance and handling of soils, particularly in wet weather, can lead to particles being carried by running water into watercourses. Measures to minimise the risk may include good soils management as well as:

- Locating activities likely to give rise to sediment away from watercourses.
- Ensuring vegetated areas are set aside to act as buffer zones along the top of each bank of a watercourse.
- The provision of silt fencing to remove suspended particles from running water.

Dust

All dust producing process such as cutting, drilling etc will be reduced as far as practicable, with dust extraction or wet suppression methods being employed. For large scale earthworks, damping down methods shall be employed, where deemed appropriate by assessment.

Notification Procedure

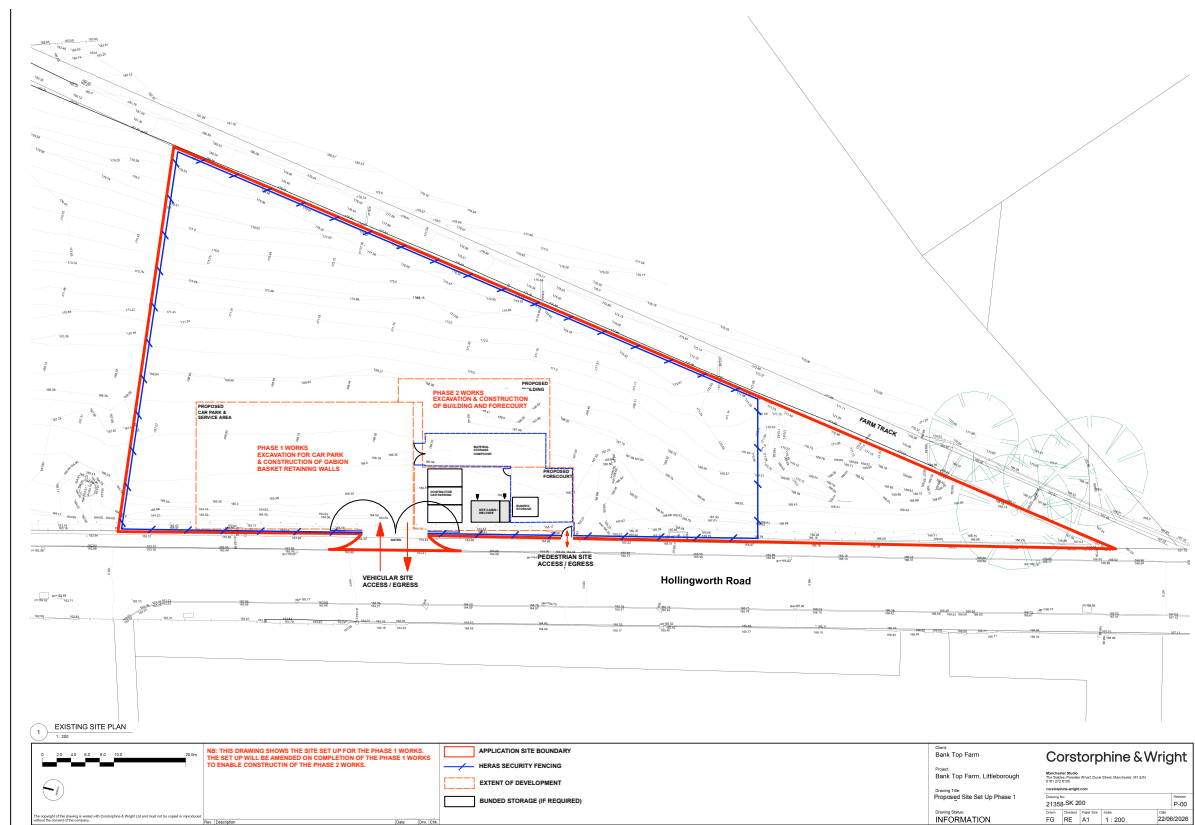
Procedures for reporting any spillages, or pollution incidents, in the first instance, to the Site Management Team, shall be set out, for the initial containment actions, by bunding and isolation, of any spillage.

The procedure will include the recording of all incidents in a progress report and providing details to the Clients Project Manager. Contact details for key Site and emergency response personnel with responsibilities relating to the protection of the environment will be kept and publicised in key locations on site.

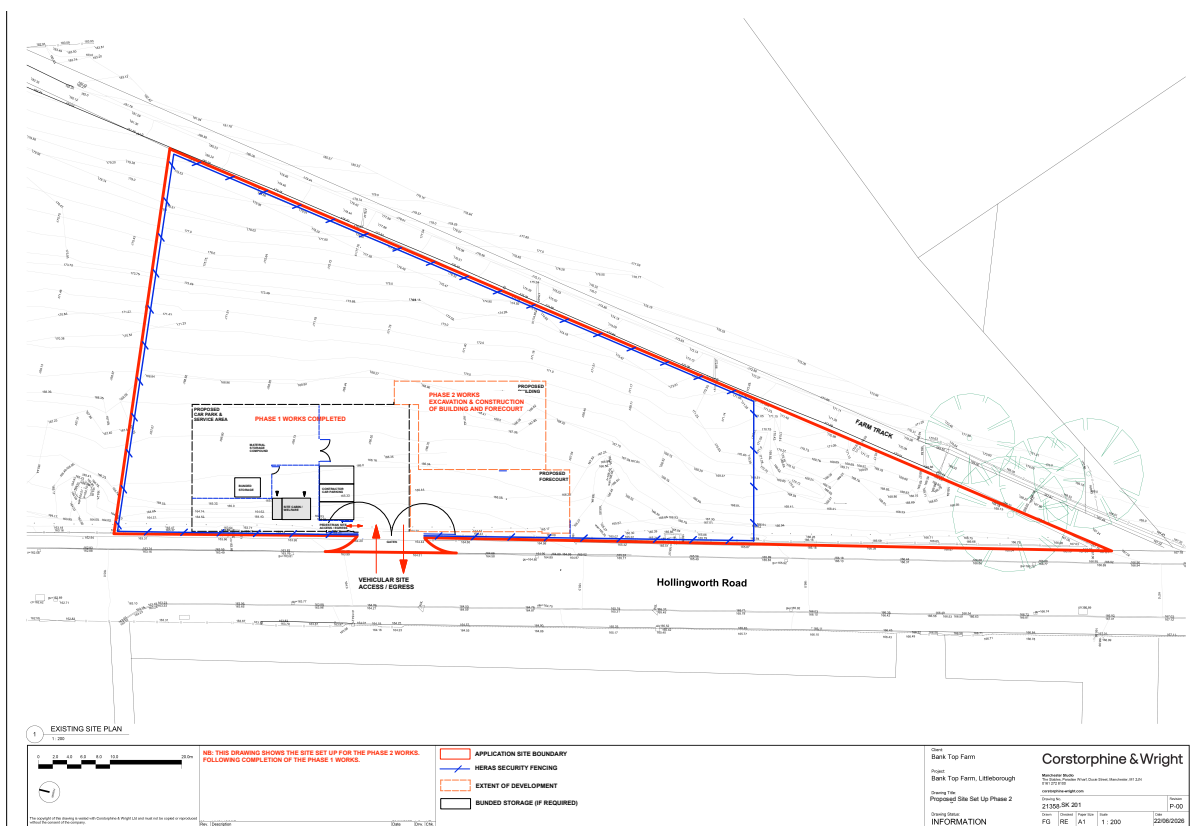
Appendices

- A. Site Set Up Plans
- B. Site Induction form

A. Site Set Up Plans:



Site Set Up Plan Phase 1.



Site Set Up Plan Phase 2

B. GM Davies Ltd - Site induction

SITE INDUCTION Bank Top Farm shop & café site

The following points must be adhered to whilst working on this site.

1. All persons working on site must sign on and off site at all times.
2. All persons working on site (or visiting site) must be made aware of all the site rules and be offered the opportunity to examine the relevant parts of the Construction Phase Plan and Company Health & Safety Policy
3. All accidents must be reported to the Site Manager as soon as is reasonably practical.
4. Personal protective equipment (PPE) must be worn when required. The PPE must be worn and used correctly.
5. All persons using or operating plant and equipment must be trained in the use of that equipment, the relevant documentation must be made available on request to the site management or their representatives.
6. All persons working on site must only work to agreed method statements, any changes of working procedures must be agreed in writing with the site management.
7. Plant and equipment supplied by the Principal Contractor must not be interfered with or any configurations changed without agreement in writing from the site management.
8. Any persons found to be misusing plant and equipment or not complying with the site rules, method statements or safe systems of work will be dismissed from the site immediately.
9. All contractors must clear-up their work areas and dispose of their waste in the appropriate skip for each particular waste stream at the end of the working day or shift.
10. All persons working on site must bring to the attention of the site management any matters that may affect the Health & Safety and Welfare of themselves or others working on the site.
11. In addition to the above the emergency procedures must be read and complied with and clearly displayed within the site office.
12. All personnel will be made aware of areas out of bounds and must remain within the site boundary unless otherwise authorised to do so by the Site Manager / Client.
13. The appointed Manager/Foreman working on behalf of the contractors on site must sign this form prior to commencing work on site.
14. Vehicles must be parked on site wherever possible. All any other parking must be carried out in a considerate fashion, and in accordance with local restrictions with no obstruction of footways, driveways, on Hollingworth Road.

15. Details of CSCS and / or other training to be recorded here

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CSCS card to be placed here and photocopied

I the undersigned agree to work to the conditions laid out above, I understand that as an appointed representative of the named contractor, it is my responsibility to ensure that all persons working for or on behalf of the contractor are aware of the conditions for working on this site

Your Name (print)..... Sign.....

Company Name..... Today's
Date.....

Details of any illness or injury

Details of medication currently being used

Details of next of kin Name Contact Number.....

Relationship to yourself