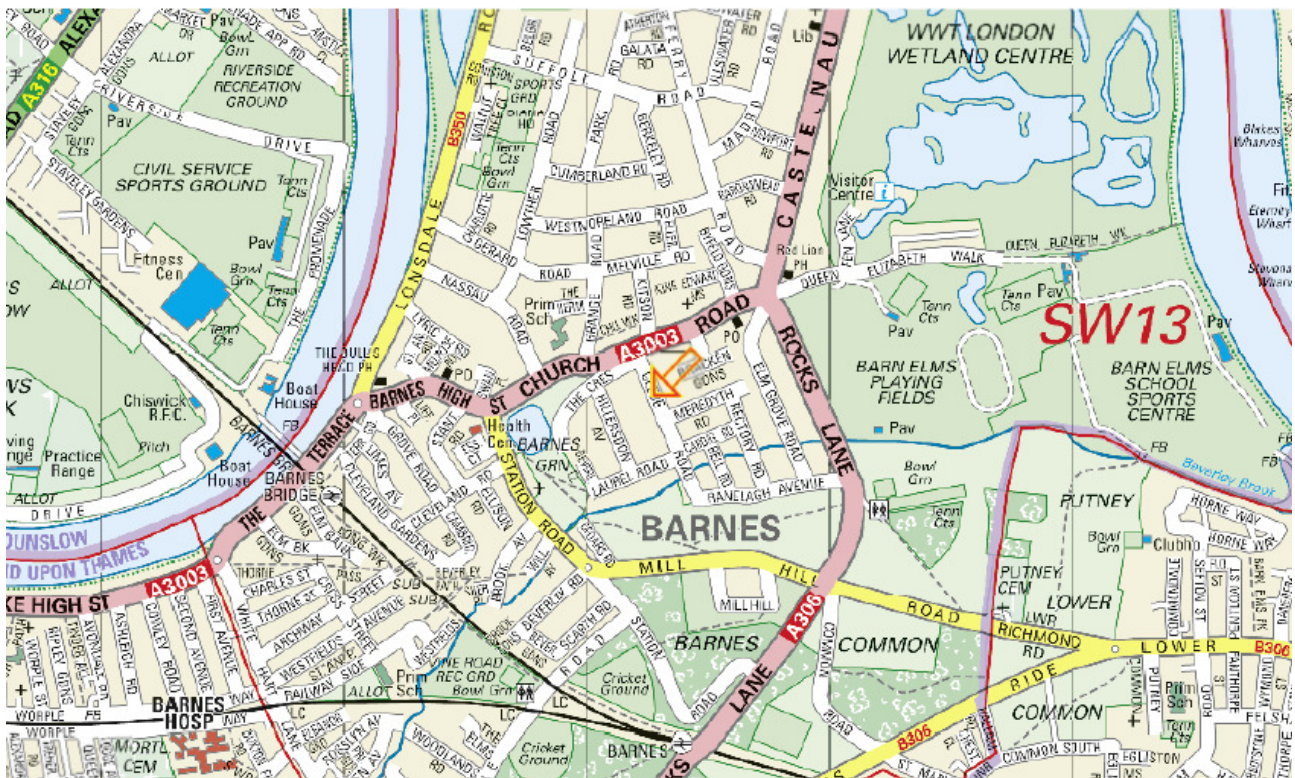


6 Glebe Road London SW13 0EA



Construction Method Statement

Date Issued: August 2015
Issued by: Carly Doyle
Checked by: Stephen Merritt
Revision: B

- 1. Introduction and Site Description**
- 2. Highways and Community Liaison**
- 3. Procedure – Delivery of Materials and Plant**
- 4. Spoil Removal and Waste Management**

APPENDICES

- 1. Site location plan**
- 2. Site traffic, frequency, type and dimension**
- 3. Routes and directions**
- 4. Site photographs**
- 5. Site set up drawing**
- 6. Site waste management policy**
- 7. Mitigation of dust, noise and vibration policy**

1. Introduction and Site Description

This document covers the routing of construction site traffic, access arrangements to the site, details of the vehicles expected, the required licences and suspensions, a description of London Basement procedures and a waste management policy.

- The property is sited on Glebe Road in a residential area with two-way traffic.
- 6 Glebe Road is a substantial, brick built terraced property and will remain unoccupied for the duration of the works.
- The frontage is set back from the pedestrian walkway, with a medium-sized front garden.
- The proposed works consist of the extension of an existing basement below the full footprint of the property.
- 2No resident permit holders parking bay suspensions and a hoarding licence will be required for the site set up for the duration of the works.
- A high sided 8 yard skip will be sited in a suspended parking bay outside 6 Glebe Road, with a plywood hoarding erected around it, as shown in the site set up drawing (appendix 5). The excavated waste will be transferred to the skip via a fully supported high level conveyer belt, 2.8m above the pathway, which again will be boxed in with a plywood hoarding around it.
- Deliveries will be made to the front of the property and offloaded materials will be transferred immediately into the fully hoarded materials storage area as shown in the site set up drawing (appendix 5).
- Welfare facilities will all be located in the front garden as shown in the site set-up drawing in Appendix 5.
- Plant storage will all be located within the hoarding in the suspended parking bays, as shown in the site set-up drawing in Appendix 5.
- The proposed excavation and construction works are expected to take 28 weeks.
- The project has an appointed permanent works engineer and all temporary support works for the project will be designed by an appointed temporary support works engineer, this includes open excavations and structural support works.

2. Highways and Community Liaison

This section covers the procedure for informing the local community of the activities on site and informing the highways department and in line with the considerate contractor's scheme which London Basements are members.

- Prior to commencement of the works London Basement will meet onsite with the Local Highways Enforcement Officer and Transport Planner to discuss and agree the most suitable method for the site set and the site traffic movement at 6 Glebe Road.
- Additionally, prior to commencement onsite London Basement will notify by letter all local residents detailing the anticipated duration of the project, agreed working hours and the contact details of Head Office, supervisory staff and health and safety officers.
- If our works should cause any complaint the site foreman cannot deal with, then our structural manager Joe Zefi can be contacted 24 hours direct (07961-483703) or the office can be informed (020-8847-9449). All concerns and complaints are taken very seriously and London Basement does all in its power to resolve them appropriately and as soon as possible.
- Contact details will also be clearly displayed on the site hoarding and an ongoing process of community liaison will be maintained.
- Safe pedestrian access will be maintained at all times and the public right of way will be regularly cleaned down and inspected for hazards.
- Clear signage and good lighting for pedestrians will be in place during the works and London Basement operatives are to maintain courteous relations and be helpful to neighbours and passers by at all times.
- Any visitors to the site will park in nearby pay and display bays to ensure satisfactory access and movement for others during construction. Site operatives will use public transport to get to and from the site.
- This is a pedestrian site and no vehicles will be driving in and out of the working area, hence there will be no requirement for wheel washing facilities.
- The working area is contained within the property boundary so there is no special requirement over and above the normal for dust and dirt control.
- Utility companies have been contacted and no forthcoming works are planned to be undertaken in the area for the next 6 months, so no disruption or abnormal use of the highway is expected. If this should change then our administrative team will liaise with the highways enforcement officer prior to the commencement of works.
- Traffic routeing has been carefully considered to minimise disruption to residents. Vehicles will enter Glebe Road via Ranelagh Avenue and exit via Church Road/A3003. Details of the vehicle routeing can be found in the appendices of this document.
- The site working hours are between 8.00am - 6.00pm Monday to Friday and 8.00am - 1.00pm on Saturdays in accordance with the Local Authority regulations. Basement excavation works will only take place on Monday to Friday between 8.00am - 6.00pm. No work at will be carried out on Sundays or public holidays.
- All vehicle deliveries/collections will be restricted to between the hours of 10.00am and 3.00pm.
- No vehicles will drive over the public footway, as there is adequate space.
- This construction traffic management plan will be carefully monitored and carefully reviewed fortnightly by the project manager and adapted if the site requirements should change or it is deemed unsuitable. Consultation with the highways enforcement team and agreed alterations will be implemented as necessary.
- A copy of this construction traffic management plan is held on-site and all contractors and suppliers are sent a copy to ensure they are aware of the requirements and parameters of this document.

3. Procedure – Delivery of materials and plant

This section covers the steps that will be taken to reduce the potential for traffic congestion when there are deliveries to site and to maintain the local amenity whilst the Contract Programme is executed.

- Materials will be delivered to site by numerous subcontractor suppliers. Delivery drivers will park their vehicles on the road outside No. 6 Glebe Road prior to offloading materials.
- Materials will then immediately be transferred to the materials storage area as shown on the site set up drawing (appendix 5).
- To minimise any disruption, we will restrict all vehicle deliveries/collections to between the hours of 10.00am and 3.00pm.
- Traffic management will be employed as necessary by at least two trained banksmen with priority at all times for emergency vehicles.
- When deliveries are entering/leaving Glebe Road we will have trained banksmen/traffic controllers directing any traffic, including at the junctions with The Crescent and Meredyth Road and along Glebe Road itself.
- Refuse/recycling/food and garden waste is collected Mondays along Glebe Road. Care will be taken to avoid these times and, therefore, prevent congestion when calling off deliveries on these days.
- All materials will be contained within the site and materials storage area and materials will only be ordered when required.

Call off procedure

1. Materials will be ordered through the Head Office Purchasing Department at least 48 hours prior to their requirement onsite. Site foremen will be instructed to ensure orders are to be kept to a minimum to avoid delays in off load and double handling after being stored in our compound.
 2. We use licensed contractors for the removal of our excavated material, which will be requested by site staff and scheduled by the head office contracts administrator a minimum of 24 hours prior to their being needed onsite.
 3. Concrete lorries and pumping plant will be arranged through the head office contracts administrator a minimum of 24 hours prior to pouring. Concrete will be delivered via the front of the property. No late delivery of concrete will be allowed; if late delivery does arrive then it will be sent back to the batching plant.
 4. Delivery drivers will be required to notify the site manager at least 20 minutes before arrival.
- Materials and plant will be unloaded by driver and site staff. Temporary traffic management will be supplied by at least two suitably qualified site staff.
 - Traffic management will consist of temporary signage and cones as required to sufficiently warn all pedestrians and passing traffic of our operations.
 - We estimate that the maximum number of vehicles coming to site in any one day would be two to three. This would typically be one grab lorry, one concrete lorry, and periodically a materials delivery. The estimated dwell time for deliveries would be 10-20 minutes and the grab 20-30 minutes, during which time at least two trained banksmen will be placed along Glebe Road and at the junctions with The Crescent and Meredyth Road as necessary.
 - London Basement will also ensure that signs are displayed at the junctions with Glebe Road and The Crescent and Meredyth Road to warn motorists when vehicles are obstructing traffic.
 - London Basement will use site-batched concrete predominantly throughout the works. However, a concrete lorry and pump will be required for the floor slab. This will require a maximum of two visits on one day towards the final stages of the works. London Basement will ensure use of the smaller concrete lorry for this and

anticipate a dwell time of 30-45 minutes. The skip and compressor will not be in position on this day and an additional parking bay will be suspended as required. The concrete lorry and pump will park in the suspended parking bays throughout the concrete delivery process. All neighbours will be advised of the date/times for the concrete pours in advance.

- When HGV's are leaving following offload they will be required to do so under the supervision of our trained banks men prior to exiting the site towards the A306.
- Large vehicles will be directed towards the A306 and will be discouraged from any minor roads or routes.
- The call off procedures above will ensure no double drops or lap over with different contractors/suppliers. No stacking of vehicles will be allowed at any time.

4. Spoil Removal and Waste Management

This section deals primarily with the removal of the excavated spoil from the site, general building debris and site refuse will be dealt with by our approved specialist waste management contractor, GBN. A copy of the London Basement Site Waste Management Policy can be found in the appendix of this document.

- A skip will be located in a suspended resident permit holders bay on the road outside 6 Glebe Road and spoil will then be loaded into this skip by conveyor upon excavation.
- The skip and hoarding will have all the appropriate night lights and safety notices. The conveyor will be adequately supported and secured to the temporary scaffold structure and hoarding. The conveyor will be 2.8m above the footway.
- The spoil will primarily be loaded at basement level onto a conveyor which will be fully protected. The conveyor will load directly into the skip on the road outside 6 Glebe Road.
- The skip will be unloaded by grab truck once full. The lorry will pull up alongside the skip prior to grabbing the spoil and we will have banks men from site to implement traffic control along Glebe Road and at the junctions with The Crescent and Meredyth Road as necessary.
- Whilst the skip is being emptied members of the site staff will be present and at least two trained banksmen will direct traffic as required.
- London Basement believes that using grabs is the most viable method as it will minimise the programme time for the works and cause least disruption to residents overall.
- London Basement will ensure that signs are displayed at Laurel Road, Cardigan Road, Meredyth Road and The Crescent to warn motorists when vehicles are obstructing traffic.
- If residents need to access or exit the area and any site vehicles are in the way, every effort will be made by the banksmen to re-position these immediately in order that vehicles can drive past.
- If residents prove unhappy with this then London Basement will undertake to additionally suspend the parking bay opposite to allow vehicles to always be able to pass whilst the grab lorry is in attendance.
- Our nominated waste contractor, GBN, is under strict instruction that if any emergency vehicles need to get past they are to move immediately if necessary.
- Once the grab lorry has left the site banks men will ensure that the road is completely clear of debris, immediately following the collection of waste.
- After grab lorry visits, periodically during the day and at the end of every working day the main road will be thoroughly swept and washed down, so it is kept presentable and safe at all times.

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- 1. Site location plan**
- 2. Site traffic, frequency, type and dimension**
- 3. Routes and directions**
- 4. Site photographs**
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SITE LOCATION PLAN

Do not scale from this drawing.
 Use only figured dimensions.
 All dimensions to be checked on site.
 Any errors or omissions must be reported to the architect.



REV	DATE	NOTE	BY
X	XXXX		XXXXXX
CLIENT	Dr and Mrs Conal and Miranda Perrett		
PROJECT	6 Glebe Road		
TITLE	Site Location Plan		
PROJECT NO	DRAWING NO	SCALE	DATE
1422	LI-1/100	1:1250 @ A3	Sep 14
STATUS	DRAWN	CHECKED	HOGARTH ARCHITECTS LTD
Planning	DC	CT	
<small>100 GLEBE ROAD LONDON SW6 7PU T: 020 7581 3400 F: 020 7265 8502 E: info@hogartharchitects.co.uk www.hogartharchitects.co.uk</small>			

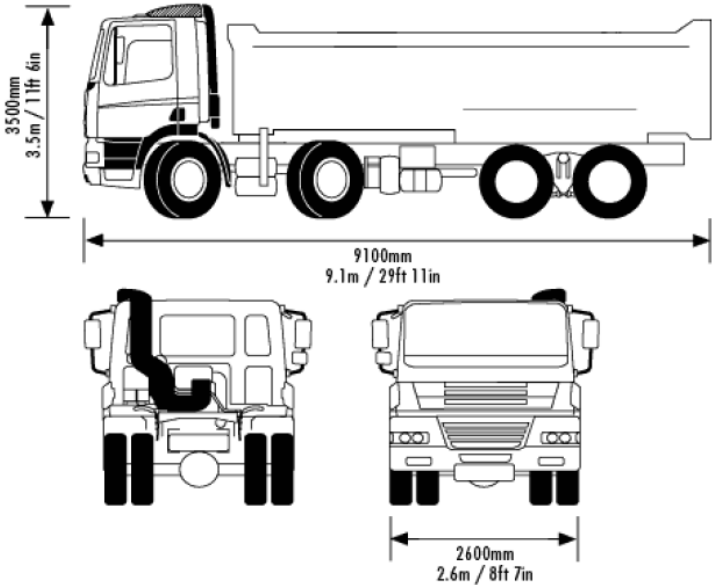
2. Site traffic, frequency, type and dimension

As this is a domestic contract, the site traffic will be relatively low. We consider that the likely vehicle movements will be as follows:

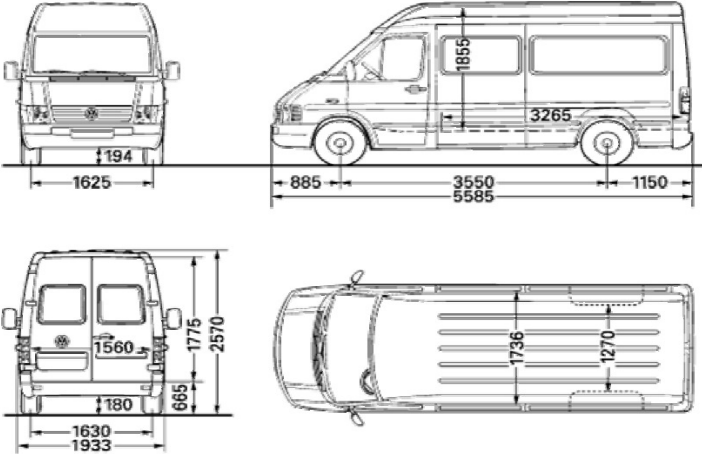
Vehicle type/no of visits per day	Dimensions (L x W)
1 concrete lorry/day maximum	8.0m x 2.5m
1 grab lorry/day maximum	9.1m x 2.6m
1 material delivery periodically	7.5m x 2.45m

Deliveries/skip lorries will be restricted to after 10am and before 3.00pm to avoid rush hour/school times.

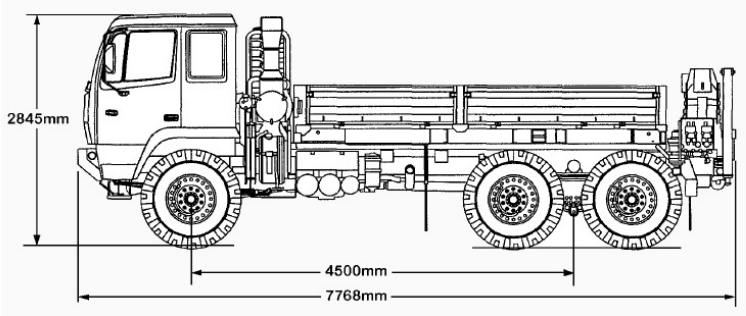
a) 8 wheel grab lorry



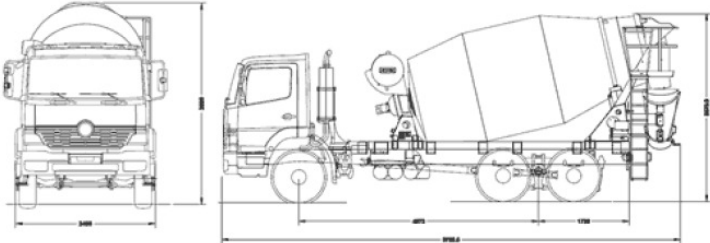
b) Delivery van



c) Delivery vehicle



d) Mini mix concrete lorry (Cemex)



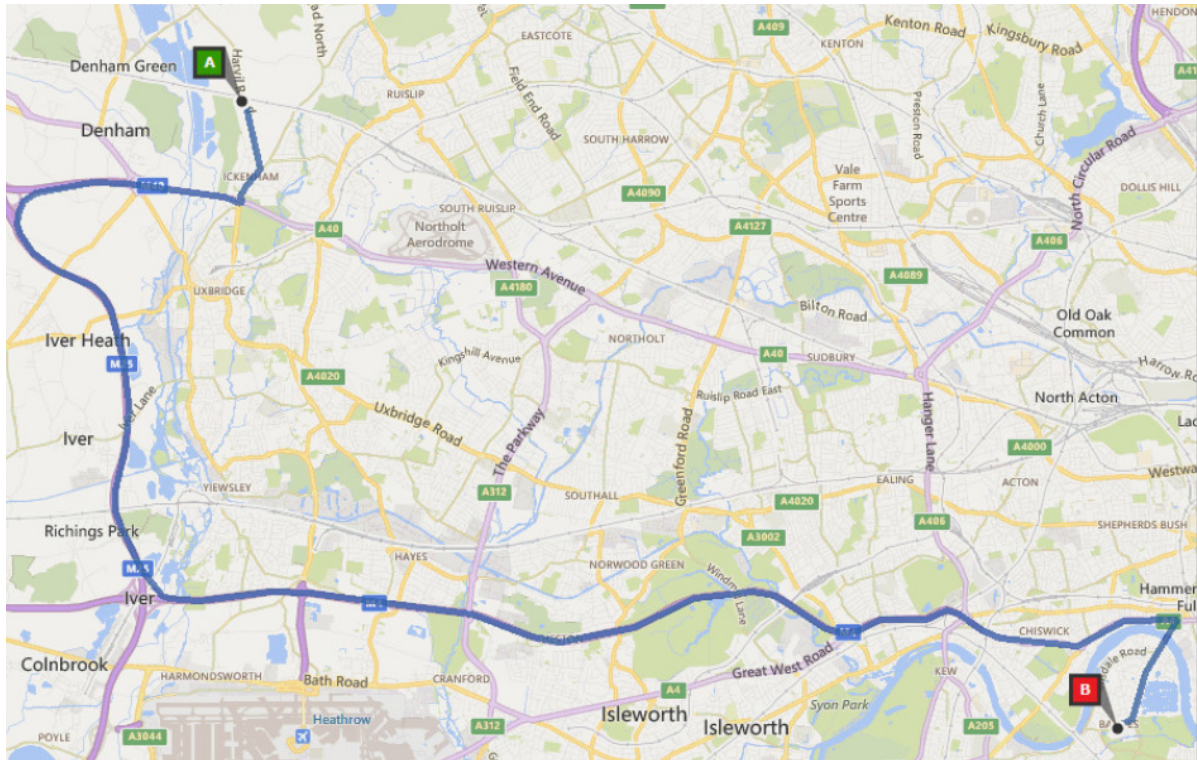
Height: 3.7m

Length: 8.0m

Width: 2.5m

3. Routes and directions

a) Routes and directions to site for excavated and waste material

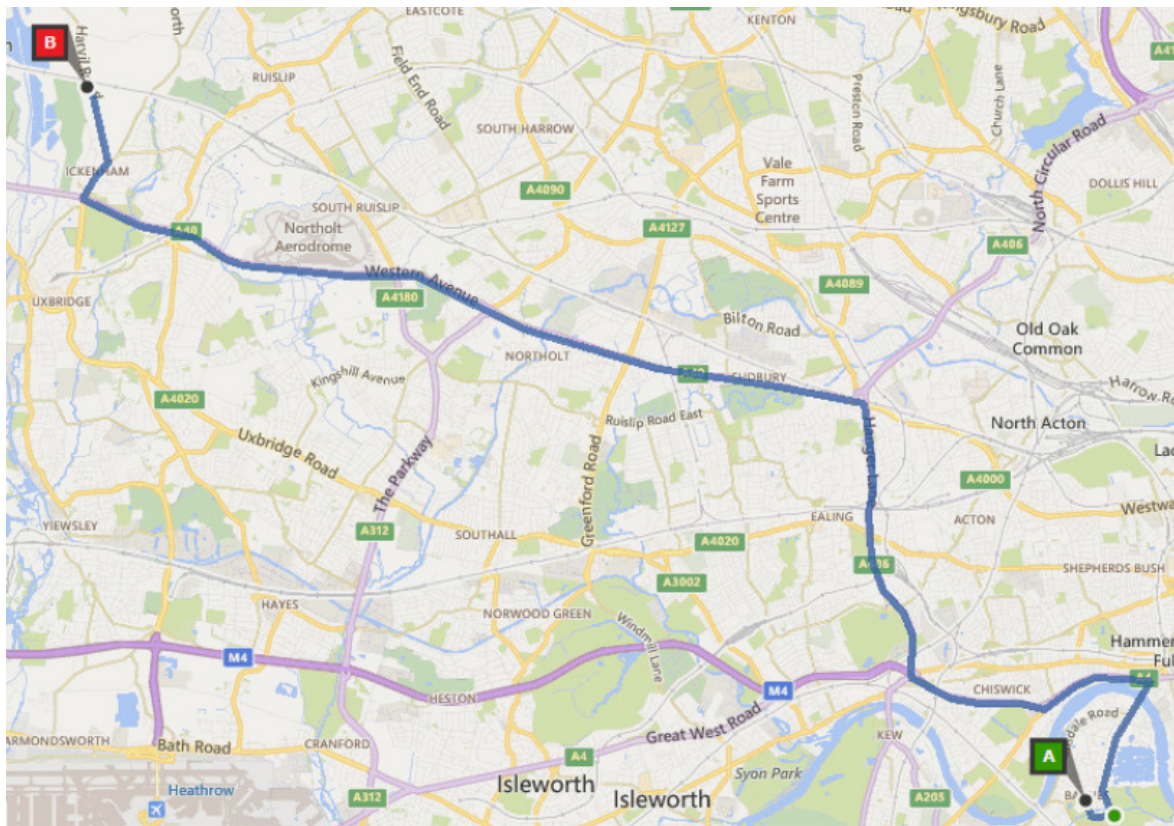


London, UB9 6JL

- | | |
|--|------------|
| 1. Leave Harvil Road towards The Drive | 0.8 miles |
| 2. At roundabout, take 2nd exit on to B467/Swakeleys Road | 0.4 miles |
| 3. At roundabout, take 3rd exit on to Swakeleys Junction | 0.2 miles |
| 4. Merge on to A40/Western Avenue | 0.7 miles |
| 5. Keep straight on to M40/Western Avenue | 1.3 miles |
| 6. At junction 1A, take sliproad left towards Heathrow Airport | 0.7 miles |
| 7. Bear left on to M25 | 4.2 miles |
| 8. At junction 15, take sliproad left to M4 towards Heathrow Airport | 10.0 miles |
| 9. Road name changes to A4/Great West Road | 1.1 miles |
| 10. At roundabout, take 2nd exit | 1.0 miles |
| 11. Take sliproad left | 0.2 miles |
| 12. Keep straight on to A306/Hammersmith Bridge Road | 1.2 miles |
| 13. Turn right on to A3003/Church Road | 0.2 miles |
| 14. Turn left on to Glebe Road | 171 ft |

6 Glebe Road, SW13

b) Routes and directions from site for excavated and waste material

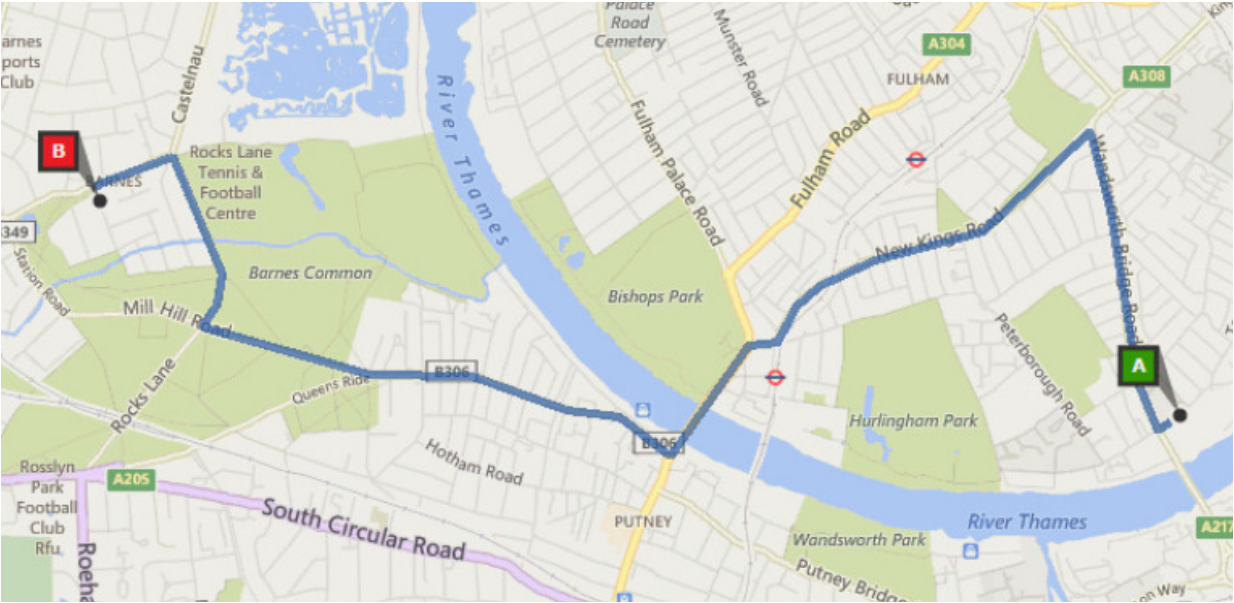


6 Glebe Road, SW13

- | | |
|---|-----------|
| 1. Leave Glebe Road towards Meredyth Road | 0.2 miles |
| 2. Road name changes to Ranelagh Avenue | 0.2 miles |
| 3. Turn left on to A306/Rocks Lane | 0.3 miles |
| 4. Turn right to stay on A306/Castelnau | 1.2 miles |
| 5. Turn left to stay on A306/Hammersmith Bridge Road | 82 ft |
| 6. Take sliproad to A4/Great West Road | 1.1 miles |
| 7. At roundabout, take 3rd exit | 1.2 miles |
| 8. At junction 1, take sliproad left towards N & S Circular | 0.2 miles |
| 9. At roundabout, take 3rd exit on to A406/Gunnersbury Avenue/North Circular Road | 1.6 miles |
| 10. Keep right to stay on A406/Hanger Lane/North Circular Road | 1.3 miles |
| 11. Bear left on to Hanger Lane | 233 ft |
| 12. Take sliproad left to A40/Western Avenue | 7.7 miles |
| 13. At junction Swakeleys Junction, take sliproad left | 0.2 miles |
| 14. At roundabout, take 3rd exit on to B467/Swakeleys Road | 0.5 miles |
| 15. At roundabout, take 1st exit on to Harvil Road | 0.8 miles |

London, UB9 6JL

c) Routes and directions to site for concrete and material deliveries

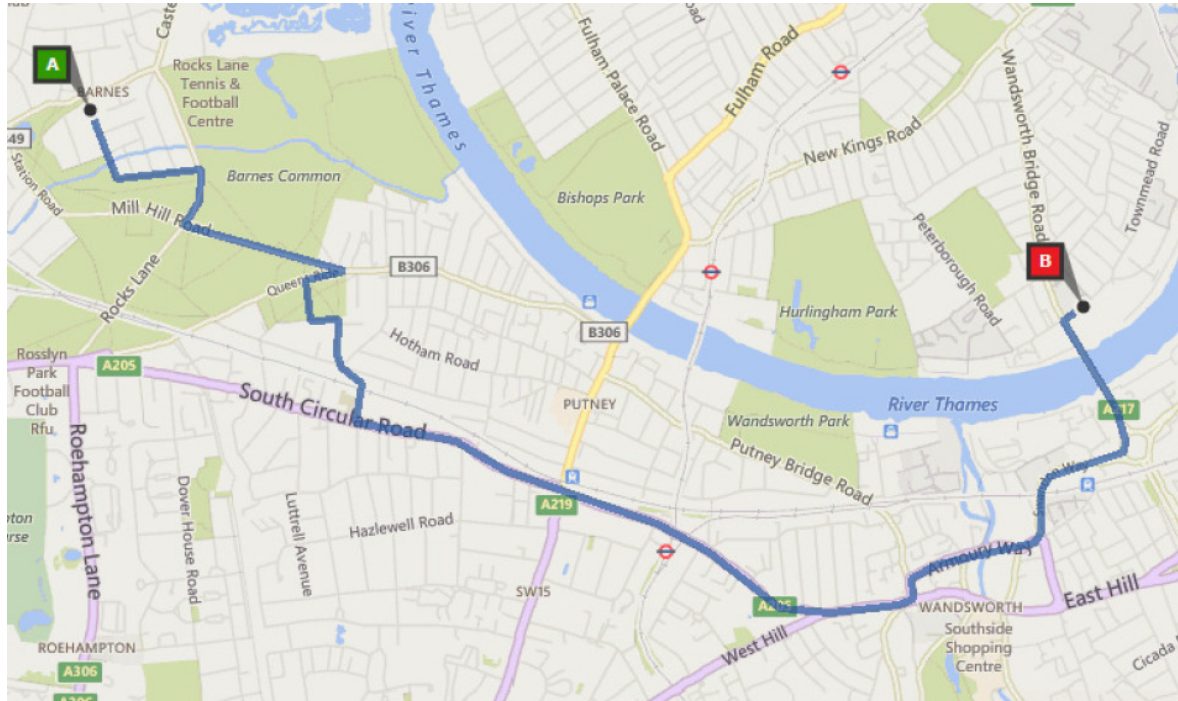


London, SW6 2QL

- | | |
|--|-----------|
| 1. Leave Townmead Road towards A217 / Wandsworth Bridge Road | 302 ft |
| 2. Turn right on to A217/Wandsworth Bridge Road | 0.7 miles |
| 3. Turn left on to A308/New Kings Road | 0.9 miles |
| 4. Turn left on to A219/Fulham High Street | 0.3 miles |
| 5. Turn right on to B306/Lower Richmond Road | 0.7 miles |
| 6. Keep right on to B349/Lower Richmond Road | 0.4 miles |
| 7. Turn right on to A306/Rocks Lane | 0.4 miles |
| 8. Turn left on to A3003/Church Road | 0.2 miles |
| 9. Turn left on to Glebe Road | 171 ft |

6 Glebe Road, SW13

d) Routes and directions from site for concrete and material deliveries



6 Glebe Road, SW13

- | | |
|--|-----------|
| 1. Leave Glebe Road towards Meredyth Road | 0.2 miles |
| 2. Road name changes to Ranelagh Avenue | 0.2 miles |
| 3. Turn right on to A306/Rocks Lane | 0.1 miles |
| 4. Turn left on to B349/Mill Hill Road | 0.4 miles |
| 5. Turn round on B306/Queens Ride | 518 ft |
| 6. Turn left on to Willow Farm Lane | 505 ft |
| 7. Turn left on to Lower Common South | 344 ft |
| 8. Turn right on to Egliston Road | 0.1 miles |
| 9. Keep straight on to Dryburgh Road | 0.2 miles |
| 10. Turn left on to A205/South Circular Road/Upper Richmond Road | 1.2 miles |
| 11. Keep straight on to A3/South Circular Road/Upper Richmond Road | 72 ft |
| 12. Keep right to stay on A3/South Circular Road/West Hill | 0.6 miles |
| 13. Turn left on to A217/Swandon Way | 0.4 miles |
| 14. At roundabout, take 1st exit | 0.4 miles |
| 15. Turn right on to Townmead Road | 302 ft |

London, SW6 2QL

4. Site photographs

a) Frontage of No. 6 Glebe Road



b) Proposed skip location outside No. 6 Glebe Road

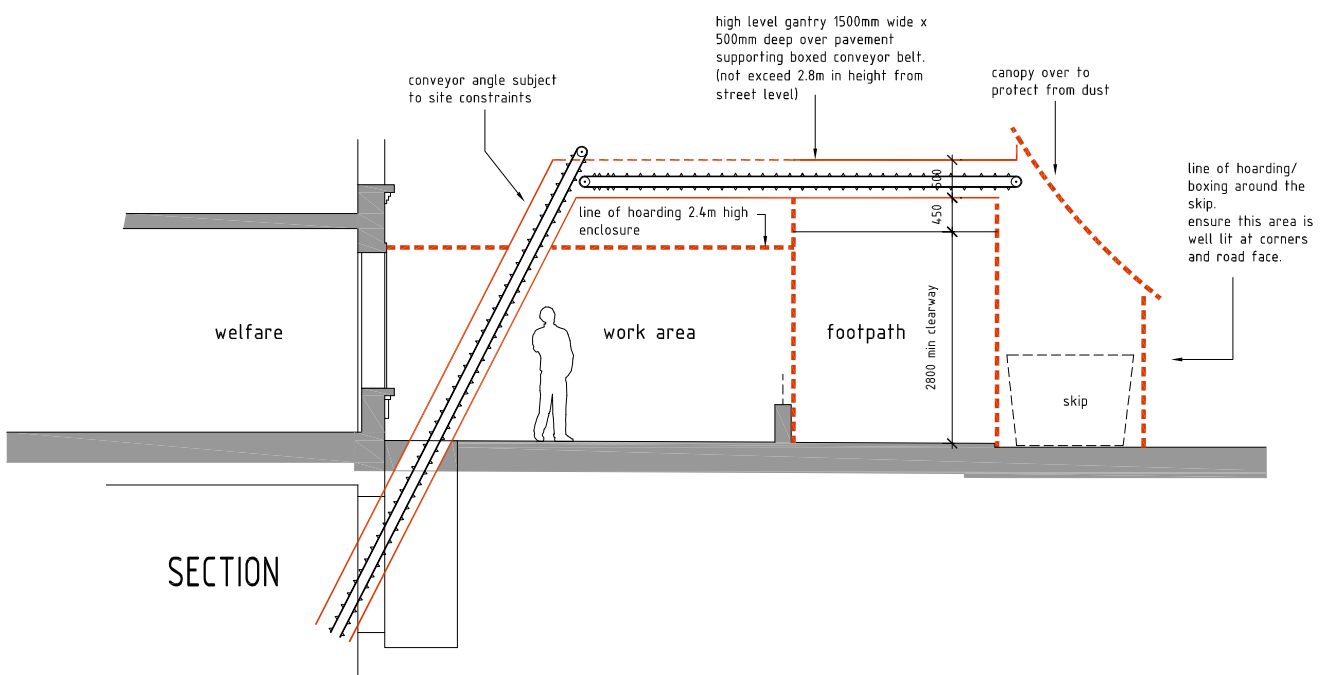
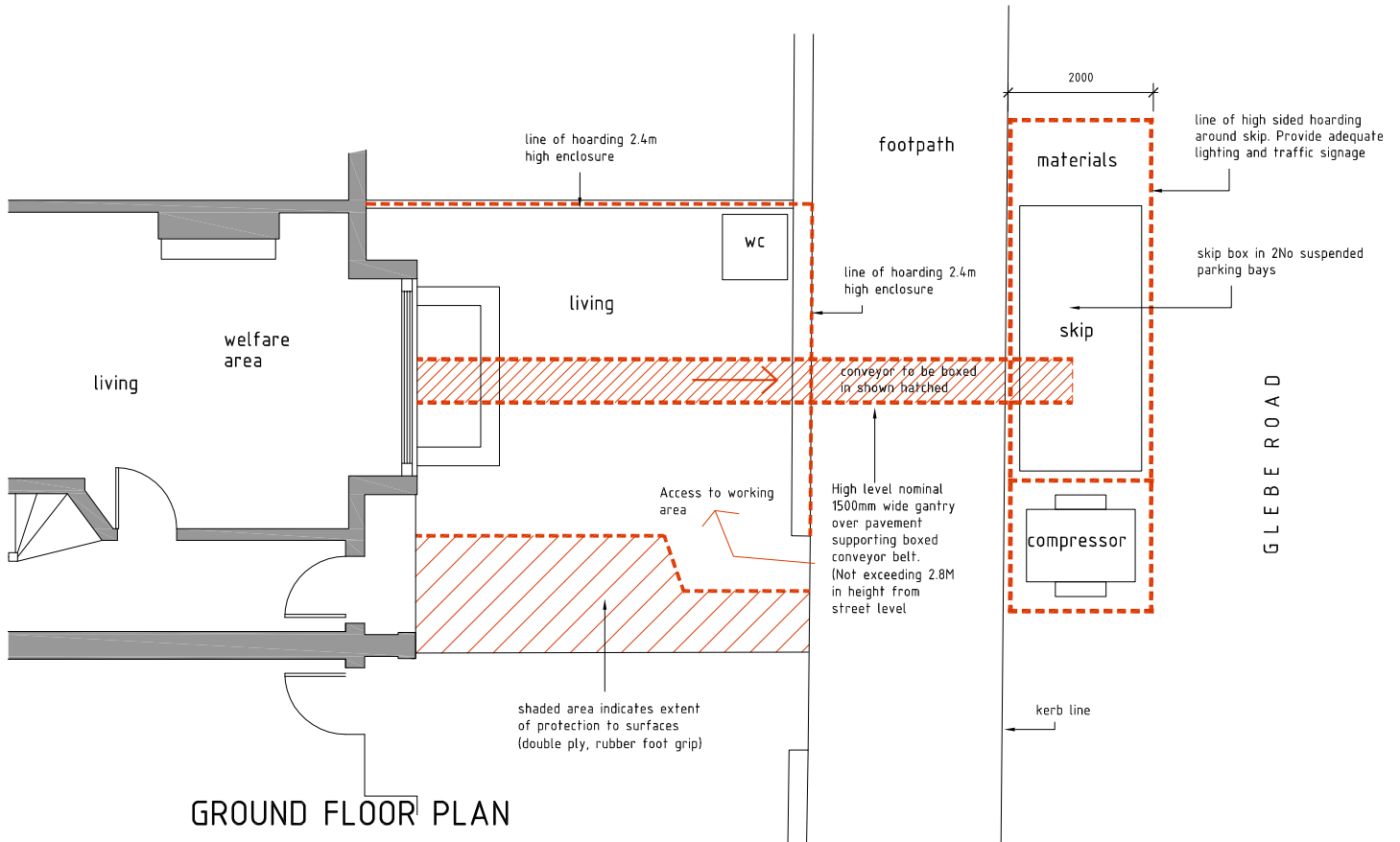


c) View south along Glebe Road towards No. 6 (inbound traffic)



d) View from No. 6 Glebe Road towards Ranelagh Avenue (outbound traffic)





LONDON BASEMENT WASTE MANAGEMENT POLICY STATEMENT

London Basement is actively committed to sustainable waste management on a number of fronts.

Firstly we aim to reduce the Company's overall consumption and usage of raw materials. Aligned to this we encourage and favour wherever possible, the re-use of materials in all areas of the business. In addition we promote the concept of recycling and the benefits of utilising recycled materials. However when disposal is the only option, we will seek to dispose of materials in an environmentally sensitive and responsible manner. In order to accomplish this aim we:

- Develop Site Waste Management Plans (SWMP) for each site in order to accommodate effective waste management and minimise the risk of pollution.
- Receive regular reports from Waste Management Companies identifying percentages of wastes recycled
- Take actions to reduce waste streams of high volume and high cost
- Give guidance and information to staff to facilitate their participation in the recycling of their waste
- Favour where possible suppliers who remove packaging as part of their contract
- Encourage the purchase of recycled materials and those which are suitable for disposal by recycling.
- Minimise waste by encouraging the exchange, and reuse of equipment and materials amongst departments

London Basement understands that the correct handling, storage and disposal of waste materials is vital to ensure compliance with environmental legislation and pollution prevention. We fully comply with our Duty of Care responsibilities – we ensure that our waste does not escape from our control and is passed only to an authorised person or waste contractor which is accompanied by a full written description in the form of Waste Transfer Notes.

We promote co-operation and co-ordination between our employees, subcontractors and clients toward the shared goal of reducing waste at its source, reusing and recycling waste wherever possible.

We will acknowledge, respond appropriately, and take into account of the views of the public and any other interested parties with respect to our operations. In addition, this policy statement will be communicated to all persons working for and on behalf of London Basement.



Stephen Merritt
MANAGING DIRECTOR
London Basement

Mr London Basement Company Ltd trading as London Basement

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Registered in England. Registration No. 7401351

Registered address. Mill House, Mill Street, London SE1 2BA

Mitigation of Dust, Noise and Vibration Policy

Dust

The following measures will be considered as appropriate to mitigate the impact of dust due to the construction activities:

- Through London Basement's experience, the methods of construction used will minimise dust generating activities as much as possible
- Enclosed solid barriers will be erected around the site, particularly to protect the neighbouring buildings and boundaries from any dust
- No waste materials will be burnt on site.
- Site set-up is planned to ensure where possible dust creating activities are located away from the sensitive areas
- Any demolition activities will use water as a dust suppressant
- Water will also be used where possible, in any cutting and grinding work to suppress dust
- Cutting equipment will use water as suppressant or have a local exhaust ventilation system
- No site run-off of water/mud will be allowed
- Adjacent road surfaces will be frequently swept and washed down to keep them clean
- No vehicles will enter the site itself and all loads/materials entering and leaving the site will be covered where appropriate
- All non-road mobile machinery will utilise ultra-low sulphur tax exempt diesel, where available
- All road vehicles will be requested to comply with set emission standards
- Effective traffic management and well organised vehicle logistics will be applied resulting in less dust and mud being produced.
- All vehicles will switch off engines whilst in attendance – no idling vehicles
- Skips will be securely covered and hoarded in. The drop height from the skip loader will also be minimised as much as possible to minimise dust
- Stockpiles will be kept for the shortest minimum time where necessary.
- A method statement will be developed prior to the works commencing to minimise gaseous and particulate emissions generated during construction
- The London Basement structural managers and site workers will visually assess any dust emission on site and take further action to mitigate this if necessary

Noise

We are fully aware of the sensitivities of those occupying the adjacent properties to noise. All reasonable steps will be taken to minimise any disruption to adjacent occupiers by noisy activities on site:

- Where possible London Basement will employ construction methods to avoid the amount of noise generated in the first instance
- Where it is necessary to carry out noisy activities, these will be identified well in advance and the timing agreed prior to commencement with neighbours. These activities will be carried out in accordance with Local Authority requirements and in consultation with any affected residents.
- Noisy works will be restricted to between 09.00 – 18.00 Monday to Friday.
- London Basement will screen the noise where possible through a combination of the hoarding, screens, material storage and existing structures.
- Where possible any noisy stationary equipment will be located away from sensitive areas. Material handling areas will also be kept away from sensitive receptors.
- Drop heights of materials will also be kept to a minimum to avoid unnecessary extra noise.

- Where possible London Basement uses quiet or low noise equipment. Electrically operated plant will be used where practical. We will ensure all plant used on the site will be effectively silenced.
- London Basement only uses modern compressors/generators which are kept in good working order. The lids/doors to this equipment are always kept firmly closed and plant is shut down when not required. London Basement only uses plant conforming with relevant standards and directives on emissions
- All London Basement employees receive good practice guides through regular tool box talks. Operatives working in noisy areas will also be monitored to ensure they are wearing the necessary protective equipment and that they are not exceeding their permitted exposure periods.
- No radios or other audio equipment will be allowed on site.
- Efficient vehicle logistics ensure that vehicles arrive promptly, are off-loaded quickly and depart quickly meaning that there is less time when noise is generated and it will also prevent traffic build up noise being generated.
- All vehicles will switch off engines whilst in attendance. Vehicles routes are also planned to avoid the need for the vehicles to reverse, thereby ensuring no extra noise.
- Deliveries will also only be made between the hours of 10am and 3pm.

Vibration

London Basement are aware that the potential for vibration is dependent on a number of factors and apply the following measures to reduce and manage vibration;

- The method of construction used will be carefully considered to ensure the method with the least vibration risk is applied.
- Should any vibration be expected then local residents will be informed.
- London Basement ensures all its equipment is modern and in good working order.
- Compressors/generators are usually stored on plywood rather than directly on the ground to reduce the transfer medium.
- Where possible the origin of the vibration is stored away from sensitive receptors.
- All sensitive structures and buildings will be identified and surveyed before the works. Vibration levels will be monitored throughout the works.
- All London Basement employees are carefully inducted and have restricted usage of vibration tools to minimise risk and comply with Health and Safety legislation.
- London Basement ensure to manage all vehicle traffic effectively, ordering only when required and ensuring vehicles are only in attendance for the minimum time possible reducing impact on local traffic flows and congestion.