

Construction Method Statement

Axis J9 – Phase 3



Draft Issue – Rev A

VERSATILE BY DESIGN, QUALITY IN CONSTRUCTION

parkway
Construction

Document Control

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CONSTRUCTION METHOD STATEMENT

This document sets out the approach that will be adopted during the construction works to be carried out under planning permission reference 21/03177/F Land West of Howes Lane, Bicester. Oxon. Adjacent OX26 1RT.

The works are to construct 5 Units within 3 buildings and associated parking and servicing, landscaping and associated works and will commence with site security, fencing and statutory / public advice safety signage, followed by cut and fill for the development.

The work will commence with site preparation for the development, followed by the construction as follows: The new estate road and 3 individual buildings, which are sub-divided to provide 5 new individual units. Consideration has been given within this planning application to cater for the future diversion of the A4095, the new NW Strategic Link Road, which if built will eventually take traffic away from Howes Lane. We will form a 3m high temporary acoustic topsoil bund with a 2m high geotextile screened Heras fence hoarding on top to the Eastern boundary between the strategic link road and Howes Lane. This will form an acoustic buffer to the properties on the other side of Howes Lane and will prevent any unnecessary access of construction plant into the restricted hedge zone and prohibit the general public access into the site. Below the fence, we will install series of 300mm diameter mammal pipes at 100m centre lines, fitted with one-way flaps to allow any wildlife that may remain within the construction site to escape into the surrounding environment.

Construction of these new facilities will follow the enabling works which will leave a clear, flat site suitable to commence unhindered construction activities. The works will include concrete foundations, steel frame construction, wall cladding, concrete ground floor slabs, concrete first floor slabs, curtain walling screens & windows, translucent wall light screens, vertical & horizontal clad elevations, feature rain screen areas, sectional overhead doors and docks and steel fire exit doors. Plasterboard internal partitions, mechanical and electrical installations, floor finishes and all associated external works including drainage, block paving paths with concrete hard standings, tarmac carriageways together with perimeter fencing, swales, bunds and landscaping.

The challenges identified for the construction team which are specific to this project have been identified as follows –

- Maintaining clear and uninterrupted highway access
- Keeping Empire Road clear of materials, plant and lorries at all times
- Keeping Howes Lane & Empire Road clear of dirt and general construction rubbish at all times



- Maintaining a dust free and noise compliant site at all times
- Maintaining all “live” services on, under, over and around the site.
- Working safely at all times throughout the construction phase of the project
- Ensure that the enabling works does not impact on the residents of Highfield Housing Estate, especially Isis Avenue, Wensum Crescent & Beckdale Close
- Ensure that any wildlife that may be found within the site confines is removed in a sensitive and appropriate manner, utilising professional ecologists when required.
- Ensuring impact on the surrounding areas and environment are kept to a minimum throughout the works.
- Work to the approved client's brief.
- Maintaining programme and quality of construction to realise the project design concept and to meet the planning and clients' requirements.
- Properly plan and manage the Section 278 highway works to minimise any impact on the residents of Bicester.
- Update the occupiers of Isis Avenue, Wensum Crescent & Beckdale Close and Empire Road Industrial Units on a 4-weekly basis of the works that are planned and co-ordinate all activities with them.
- We have ensured site traffic routing is designed and implemented to minimise disruption to the residents of Bicester and fully comply with the Traffic Routeing Agreement. The detailed Routing plan will be a condition bound into all orders placed for works and materials and will be rigidly enforced by the site.
- All site staff and operatives will park in the carpark provided, this has been sized to accommodate all vehicles travelling to the site, and under no circumstances will any of these vehicles be allowed to park on Empire Road or the highway surrounding the site.

This method statement sets out to demonstrate our ability to carry out the works in optimum time, in the safest manner to achieve a completed project to the satisfaction of all parties involved.

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1. General

This method statement has been prepared and issued to give an indication of our general approach to the construction and management of the project.

Specific operations will be the subject of specialist considerations and site-specific detailed method statements relating to specialist activities will be submitted to Parkway Construction (MK) LTD for comments and approval prior to commencement of the works.

2. Planning and Programming

The whole project has been programmed to complete within a 2 year period in line with the following working hours:

- Monday to Friday - 7:30am to 6:00pm
- Saturday - 8:00am to 12:30pm
- Sunday – Site Closed
- Public / Bank Holidays – Site Closed

The construction programme will be monitored, tracked and updated on a regular basis and any corrective action applied as necessary.

A Procurement Schedule will be prepared from the construction programme that will identify the key dates to be achieved within design, detailing, approval and manufacture/procurement processes for individual trade operations.

Section 278 works, tree/hedge removal (subject to protection of retained trees and hedges) and services diversions will all be planned to meet appropriate seasonal requirements and as highlighted in planning condition No 8 & 12, no removal between March and August i.e. the bird nesting season and coordinated to comply with OCC Highways Departments requirements, whilst ensuring the minimum of disruption to road users.

Due consideration has been given to the effects on the development habitats i.e. hedgerows & trees, species including Bats, Birds, Invertebrates, Reptiles and other mammals.

Due consideration has been given to light spill, dark sky, glare, curfew periods, working hours, use of lighting and switching to ensure lights are not unnecessarily left on, good Practice measures will be implemented on site.

We are a "Considerate Constructor" and have robust Compliments and Complaints reporting procedures to ensure compliance with this recommendation.

This site will be registered with the Considerate Constructors Scheme

3. Site logistics

The way in which the site is established and managed is critical to the success of the project.

It is our intention to complete the works from within the confines of the site boundaries. On this site the Howes Lane boundary will have a 3m high temporary acoustic topsoil bund formed, with a 2m high geotextile screened Heras fence hoarding on top to the Eastern boundary between the strategic link road and Howes Lane. This will form an acoustic buffer to the properties on the other side of Howes Lane and will prevent any unnecessary access of construction plant into the restricted hedge zone and prohibit the general public access into the site. All other boundaries will be secured with Heras style fencing.

All enabling works will take place within the site footprint. All materials will be off loaded, loaded and incorporated into the works or erected / hoisted to the upper levels and roof from within the site confines.

Mobile elevating platforms will be utilized for the installation of the cladding and windows with material off loading and distribution via telescopic forklifts from within the site confines.

Loading and unloading of materials will take place wherever practical at their point of use in order to reduce double handling which could create a noise nuisance.

Loading and unloading of the various material types used for construction of industrial schemes will be undertaken by various means, lorry mounted Hiab cranes, mobile cranes, forklifts and/or excavators, all of which are designed and sized for the specific operation, in order to minimise noise nuisance.

Loading, unloading and storage areas are highlighted on the Site Setup Plan [AXIS-J9-SSP-002](#) and have been placed to ensure they are screened from sensitive noise receptors.

All S278 works will be undertaken with full approval from OCC Highways and in accordance with any approved road space booking and traffic management.

4 Site Management

The management for this project will comprise of site based, trained and competent, experienced managers, i.e. a Contracts Manager & QS with a team of 2 Project Managers and 2 setting out engineer as workload dictates with non-working trades foremen and labour as required.

The site team will be fully supported and assisted by our head office together with the Construction Director and Contract Director to ensure the implementation and compliance with legal, planning, company procedures/requirements and safety policies and to monitor the ongoing quality and operational standards set by Parkway Construction.

The management structure on site is as described below:

- Construction Director – Allan Carr (07971 533328)
- Contracts Director – Matt Vicarage (07834 518872)
- Contracts Manager – James Higgins (07720 737846)
- Senior Project Manager – Gerald Naude (07790 698559)
- Project Manager – Jon Eames (07851 253718)
- Senior Quantity Surveyor – Chris Horsey (07593 441913)
- Safety Advisor – Wayne Hodgson – SML

These details will be provided to the local residents as part of a letter drop introducing our team prior to works commencing.

5 Security and Site Establishment

A geotextile screened Heras Fence hoarding will be erected on the Eastern boundary between the site and Howes Lane, as described in section 3, with Heras Fencing erected to the remainder of the site perimeter as shown on the attached site setup plan, [AXIS-J9-SSP-002](#). The site perimeter hoarding/fencing will be regularly inspected and maintained throughout the contract; it will also be adapted as required to suit operations on site during the contract. As part of the weekly site perimeter inspection regime each mammal pipe will be inspected to ensure its correct operation.

No access will be allowed to the “future Strategic Link Road” zone as marked on the site setup plan, for plant, heavy machinery or storage

See Site Set Up Plan [AXIS-J9-SSP-002](#) for proposal.

6 Personnel

All personnel entering site will attend Parkway Construction's site safety and environmental induction prior to gaining access to site. Site specific rules and details will be given during this induction.

7 Site Access and Deliveries

Vehicular and pedestrian access to the site parking and compound will only be from site entrance No 1, i.e. off the end of Empire Road, all site traffic including HGV traffic will enter and exit through this site entrance.

Under no circumstances will any site traffic be allowed along Howes Lane, unless it is involved in specific Highways alteration works proposed within the planning application.

Deliveries / arrivals to site should not arrive before 07:30 in the morning. HGV's, delivery vehicles or trades vehicles (cars & vans) will not be allowed to wait outside of the site entrance on Empire Road before 07:30. From 07:30. The site setup has been designed so that all vehicles will pull directly into the site upon arrival.

For the avoidance of doubt, Parkway are committed to avoiding deliveries arriving and leaving the site in peak traffic hours (8:00/9:00 & 17:00/18:00)

Temporary pedestrian routes will be provided within the site boundary to gain safe access to the site parking, compound, accommodation and working faces.

Clear signage will be installed to ensure safe access and egress onto and off of the site. When required a road sweeper will be in attendance during the movement of materials onto or off the site to ensure a clean road.


Deliveries of materials, plant and equipment will be strictly controlled and co-ordinated to prevent congestion and disruption.

A gate house will be installed at the site entrance on Empire Road to manage and direct all deliveries and vehicles entering and exiting the development.

The temporary haul road into the site will have a blacktop surface to ensure the highway is kept clean.

Wheel wash facility comprising of high-powered petrol driven jet washers will be set up half way along the temporary access road. All vehicles leaving site will be inspected for cleanliness by the gate man before being allowed to exit onto the highway, this wash area will have a tarmac surface.

All deliveries to site will be directed to use the A41, Vendee Drive, Middleton Stoney Road and Empire Road to access and egress the site, all HGV's will be directed to leave left only out of Empire Road and follow the reverse route back to the A41. Signs will be placed on Howes Lane and Middleton Stoney Road detailing "No Construction Traffic" as well as a "No Left Turn" on the roundabout to ensure no construction traffic turns into Howes Lane, once Highways approval is granted. This requirement will be written into sub-contract and material orders, it will also be signed into their pre-let meeting minutes and contracts. This requirement will be fully signed when approaching the site as well as when leaving the site. The gate man will be under strict instructions to



remind every HGV of this requirements before he allows them to leave site (up until the point the gateman is no longer required)

See drawing reference Construction traffic Routing Agreement Plan [AXIS-J9-CTR-001](#)

8 Signage

Adequate signage will be installed such that vehicle access to the site is clearly identified within the general site area. Small directional fingerboards will be placed discretely to direct deliveries directly to the site in order to prevent congestion.

Site signage will be provided at the entrance and within the confines of the site to notify all visitors of the following –

- Mandatory traffic route requirements
- Office, accommodation and toilet location and access routes
- Access and delivery instructions
- Pedestrian crossing and vehicle movements
- Site speed limits
- Underground services
- PPE requirements
- Location of first aid station and welfare facilities
- Pedestrian routes
- Fuel and material storage areas
- Site management details and numbers
- Considerate constructor details and banners etc

Signage will be erected on the highway, subject to highway approval, to prevent unauthorised HGV access to restricted areas, see the Construction Traffic Routing Agreement Plan [AXIS-J9-CTR-001](#)

9 Storage and Handling

Designated storage areas will be provided within the site boundary and adapted as the site progresses.

Where possible materials will be delivered and off loaded adjacent to their point of use to minimise vehicle movements and handling, vulnerable materials and equipment will be stored within locked site containers.

Construction Plant will be secured and locked adjacent the site accommodation compound at the end of each day, i.e. within range of surveillance from our monitored, police response approved CCTV security system.

10 Waste Management

The generation of site waste will be continuously monitored and updated throughout the project.

Site skips will be stored within the site boundary in the designated recycling area show on the site setup plan.

Parkway Construction (MK) Limited is conscious of its responsibilities for the protection and improvement of the environment and is committed to minimising environmental impact throughout its sphere of activities. It is the aim of Parkway Construction (MK) Limited to carry out its operations, according to the procedures given herein, together with targets and goals detailed in its ISO 14001 registrations, its Planet Mark registration to reduce carbon emissions and its Corporate Social Responsibility (CSR) and always to the latest good practice guidelines.

Management and Site Staff are responsible for the operation and implementation of the Policy and all sub-contractors are expected to co-operate with the company in order to fulfil its legal obligations.

Our procedures will cover the following areas and will be reviewed annually or as changed in legislation dictate:

- Segregation of waste on site to, as minimum, inert material, wood, metal, paper and cardboard, and mixed materials prior to removal from site.
- We will work with our suppliers to reduce packaging (including the use of pallets) and recycle as required.
- We will only use registered waste contractors that segregate, recycle and record all waste and carbon generation and off set criterion.

We will work with our designers to review construction procedures and products (to minimise waste and use recycled materials where specification allows and where it is economically viable) and to keep as much material on site in the overall scheme design.

We will look to re-use waste on site where this is appropriate, what we cannot use we will provide FOC to Banbury and Bicester College for apprentice training use.

Our staff will be dedicated to the management of waste on site (All skips will leave site full and correct waste transfer procedures followed.)

Our staff and Sub Contractors will actively reduce waste by ordering the correct quantities of materials, they will then store and use them in order to minimise waste. Materials will be ordered (when economic) to arrive



just on time to minimise possibility of damage through handling and storage and will be rejected if they arrive damaged or incorrect.

Rejected materials will be recycled by the supplier.

During Site Induction all labour will be informed of our onsite procedures and actively encouraged to run a 'TIDY' safe site.

All sites will display the relevant Waste Carriers registration certificate and the licence for the disposal site.

All sites will have a competent person responsible for full implementation of Site Waste Management, on this site it will be James Higgins.

11 Temporary Services

Temporary site power will be provided via a site generated supply, if mains power is not connected, it will be used for small power for tools and equipment as well as the site accommodation and facilities.

Water will be taken from a new mains water supply which will be TW metered to record the usage.

Site accommodation and toilets will discharge to the main foul sewer running within the site boundary.

Site telephones will be via mobile phones and internet provided for email from 3G/4G dongles.

12 Dust, Debris and Wheel Wash Control

The site will be accessed from a new tarmac temporary haul road off of Empire Road, this will be swept regularly and damped down with water to reduce the amount of dust on site should this be necessary.

The bulk earth moving / filling operations will be undertaken in the most efficient manner to ensure that open ground will not dry and dust up causing a nuisance. Should it be required, damping down will be adopted using on site dust suppression in the form of sprinkler hoses, mist spray cannons and dumpers with dust suppression bowsers.

All dust suppression will be as described in the HSE publications, No 36 and 54.

During delivery, muck shift periods and times of high vehicle movements the site wheel wash will be set up halfway along the temporary haul road from the site entrance off of Empire Road. This will include the use of a pressure washer controlled by our banksman to ensure mud transfer is minimised to the surrounding roads. The Pressure washer, labour with brushes and shovels will be the first line of defence on a day-to-day basis.

Road sweepers will be available throughout the duration of the project to collect and clean any mud or debris accidentally transferred on the surrounding roads, this will be planned and managed by site as planned work activities dictate, it will not be used simply as a reactive measure, it will be programmed around the specific site activities. The sweeper will be fitted with an external pressure washer lance to give flexibility to the cleaning activities to the surrounding roads and paths.

Parkways Site Project Management will ensure compliance with the above at all times.

See copy of Parkways *Guidance Notes for Site – Noise & Dust Control* for further details.

13 Safety

Full recognition and regard will be given in the management and execution of the project of the current HSE and Construction Design and Management Regulations.

All trade contractors are obliged to provide safety policies, safe working procedures, risk assessments and method statements which will be reviewed, revised as required and signed approval will be issued by Parkway Construction (MK) LTD 2 weeks prior to commencement of the works.

Safety Management LTD will provide external safety inspections and support with frequent site visits to review and monitor safety standards as they deem appropriate.

14 Noise Control


Management of noise pollution and vibration control will be given a high priority on this scheme.

Possible impacts have been assessed in the Environmental Statement and no unacceptable effects have been identified.

As the construction site is in the close proximity of residential buildings, Parkway Construction will ensure acceptable levels of noise are adhered to where possible and will work to the following hours:

- Monday to Friday - 7:30am to 6:00pm
- Saturday - 8:00am to 12:30pm
- Sunday - No noisy work
- Public / Bank Holidays - No noisy work

The construction activities are between 60 to 100m away from the closest residential property, so the 3m high temporary acoustic topsoil bund this will help to mitigate any nuisance.



In all cases Parkway Construction will adhere to its Guidance Notes detailed in the "*Guidance Notes for Site – Noise & Dust Control*" which is attached.

15 Sequence of Works

Sequence of works to be followed are as the agreed programme.

16 Handover Documentation and Training

Prior to the completion of the project Parkway Construction will implement monitoring procedures to ensure information production relating to the handover documentation are implemented to allow handover of operation and maintenance for PC.

17 Conclusion

The above method statement has been developed to demonstrate Parkway Construction's understanding of the project requirements and methodology required to carry out a project of this nature successfully.



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