

**PROJECT DETAILS**

Principal Contractor:	Avonside Construction		
Project Name:	New ALDI Store Purbeck, Stantonbury, Milton Keynes. MK14 6BN.		
Method Statement Title:	ALDI @ Stantonbury - Mural reconstruction		
Start date and Duration	TBC by Avonside Construction		
Method Statement By:	Mike Mumford (CM)	Date:	24/8/2020
Revision:	03	Date:	04/11/2020
Approved By: (Millisun)	Mike Mumford (CM)	Date:	04/11/2020
Approved By: (PC)		Date:	

# RISK ASSESSMENTS & METHOD STATEMENT

## INDEX

### Part 1: Project Details & Scope of Works

a	Preamble
b	Scope of Work
c	Site Management / Responsibilities
d	Deliveries and Batching / Distribution
e	Methodology
f	Working with Mortar

### Part 2: Management of Health & Safety

a	Work at Height
b	Manual and Mechanical Handling
c	COSHH
d	Noise at Work
e	Hand/Arm Vibration
f	Personal Protective Equipment (PPE)
g	Traffic Management
h	Training and Competency
l	Emergency Procedures/Accident and Near Miss Reporting
j	Hygiene, Welfare and Housekeeping
k	Resources
l	Security/Third Parties

### Appendices:

a	Risk Assessments
b	COSHH Assessment

c	Manual Handling Assessment
<b>Part 1: Project Details &amp; Scope of Works</b>	
<b>A: Preamble</b>	
1	This Method Statement and appended documents refer to the supply and installation of the facing bricks and blocks for the reconstruction of the existing tiled mural. We will also be reconstructing said Mural following it being taking down, cleaned off, numbered, and boxed by others.
2	The document has been tailored to meet the requirements of the PC's Contract Programme, emphasising the importance of the health, safety, and welfare of all persons at work.
3	Risk and COSHH assessments have been prepared and are appended to this document.
4	Our employees will attend the PC's Site Induction prior to commencement of work and will also receive a RAMS briefing.
5	The sequence of work will be as agreed with the PC.
<b>B: Scope of Works</b>	
1.	<p>The Millisun Scope of Works for this item includes: The construction of new masonry and the reconstruction methodology of the existing tiled mural.</p> <p>Our works consist of the construction of a 215mm thick block work wall, faced with facing bricks on one elevation and the tiled mural on the other elevation.</p> <p>125mm Ancon SDB Frame clamps will be mechanically fixed to the steel posts (by others) at 450mm vertical centres by way of M6 grade A4 Stainless Steel bolts to the column flange and these will be doubled up at movement joints. We will be drilling the holes as the works proceed, by way of a cordless drill. They will also have isolation sleeves fitted to prevent bi-metallic corrosion. Following this operation, we will then build the 1<sup>st</sup> lift of 215mm block work in readiness for the facing brick to follow on. These two skins of masonry will be tied together by way of Ancon SPS collar joint wall ties at 450mm vertical and 900mm horizontal staggered centres.</p> <p>Upon the completion of these initial works to an approximate height of between 3.4m and 7.5m, we will then reconstruct the tiled mural. These sections have been cut into manageable 300mm x 300mm single tile sections (by others) to alleviate manual handling issue as much as possible.</p> <p>The tiles will be tied back to the 215mm block work by way of 100mm long Ancon SPB Frame Clamps and M6 tapping screws at 1 per 600mm along the bed joint and 1 per 600mm on the perpend as required where possible.</p> <p><b><u>Notes (rev 3)</u></b></p> <p>The lining up of the mural panel is the priority for these works, to ensure the joint widths are as close as possible to the original. The wall tie locations will be adjusted to suit, although it is recognised that some further adjustment of the joint may be required to achieve the above priority.</p> <p>Millisun will also use the photographic record as a reference point for the re-installation of the Mural to the blockwork.</p>

	All deliveries will be coordinated with the PC and off loaded to pre-determined location, from which they will be distributed manually to the work face.		
	All mortar will be pre-bagged to the desired strength required and will be mixed locally by way of a 5 3.5 diesel cement mixer and mechanically distributed to the work area.		
	All datums and gridlines will be provided by the PC, in order for us to achieve the desired heights and setting out positions.		
2	This section of our contract comprises of the installation of all materials associated with all aspects of Masonry to works outlined above in point 1.		
3	We will construct these works as per the description set out within the SE Drawing No – 10018 - 0402, and we trust that the PC has adequately planned for work to be constructed in safe and economical manner, as per agreed programme.		
4	The PC will co-ordinate all works to ensure that no other trades are permitted to work in the same areas at any given time.		
5	Working hours will be:		
5.1	Monday to Fridays:	07:00 to 18.00pm	Weekends: TBC

**C: Site Management / Responsibilities**

1	Director Responsible for Safety:	Chris White	Mobile: 07500 555000
2	Contract Manager:	Mike Mumford	Mobile: 07769 327 852
3	Site Manager	Richard Cousins	Mobile: 07712 678174
4	The above named are responsible for monitoring our work activities, ensuring the health, safety and welfare of our employees and others who may be affected by our work activities.		
5	Daily, our Site Manager will be responsible for the full liaison with the PC regarding all aspects of the work. This could also include daily co-ordination meetings.		
6	Millisun H&S Consultants	Phil Thomas (SWSC)	
7	Due to the short duration of our works, our Health & Safety Advisers will only visit site once or if requested/should the need arise.		

**D: Deliveries and Batching / Distribution**

1	Millisun will be supplying all materials with the exception of the Steel work and the tiled mural for these works, so as mentioned in Part 1 of this document, the materials will be called off by our Manager as and when required and the delivery date will be pre-arranged with the PC.
2	Quantities and quality of materials will be checked upon arrival and any obvious defective materials will be rejected.
3	Millisun will need a designated storage area prior to our arrival on site.
4	Blocks and bricks will be offloaded onto pallets by the delivery vehicle (using a HIAB) to the agreed area before being distributed by way of a forklift.
5	Upon delivery, Millisun will endeavour to try and keep all the materials dry, so not to exceed Manual Handling Regulations, though please note that the majority of block manufacturers store and deliver their products in the open air.

**E: Methodology**

1	<b>Delivery of Material to the work face</b>
	Materials will be delivered as close as possible to the required work area via mechanical means and then handballed to the exact workface.
	The packaging/plastic banding will be removed, and operatives will commence with the distribution of the materials manually to the relevant work areas.
2	<b>Stacking</b>
2.1	Access around the stacked materials will be maintained in good order and free from slip/trip/fall hazards.
2.2	The plastic wrap/banding will be disposed of immediately.
	<b>Height of Working Platforms</b>
3	Working platforms (by others) will be raised in height as work proceeds and will require a fall arrest in place on the mural side of the wall, as this elevation will be built following the initial construction of block and brickwork. We will also require a loading bay in order for the materials to be distributed at height. Prior to building the mural elevation, an assessment will be made on the weight and the buildability of the pre-cut units, so that we can agree a height of which these can be built in any given day. We don't envisage this being any higher than 1.8m (3 units). Following this assessment we will then be able to determine the scaffold lifts required.
	<b>Laying of Bricks/Blocks/Tiled Units (Mural)</b>
4	Bricks, Blocks will not be laid above a height of 1.8m in any given day, and this is also dependent on the weather conditions. <b>We envisage the laying of the single tiled units being a one person operation due to their size/dimensions.</b>
	<b>Inclement Weather</b>
5	During inclement weather, all work will be protected by Hessian and/or Polythene until cured. Also please see below in Point F3.
	<b>Protection of Floor Surfaces</b>
6	Not applicable.
	<b>Debris Control</b>
7	All waste arising from our works will be removed to a designated area daily by way of tipping skips or mortar tubs, thus ensuring a safe working environment. The PC is to provide all skips, which will be located as close as is reasonable to the work areas.
	<b>Cutting</b>
8	The cutting of blocks will be carried out by way of either a hydraulic block splitter or a hammer/bolster at the work face.
	<b>Fixing of Frame Clamps</b>
9	As previously set out above.

	<b>Setting out</b>
10	Working areas will be set out in accordance with the latest issue of the Construction drawings. The PC will be responsible for all Grid Lines and Datums.
<b>F: Working with Mortar</b>	
1	Mortar will be delivered to the required work area by way of a forklift.
2	Mortar boards will be cleaned at the end of each working day.
3	Mortar will not be used unless an ambient temperature of +3 C plus rising is achieved.
4	Test results can be supplied by our mortar supplier as they carry out testing as part of their Quality Control. However, specific project results can be obtained (if required) but this needs to be instructed by the PC.
5	Excess mortar will be cleaned down from the masonry at the end of the job by our sub-contracting cleaning company if required.

**Part 2: Management of Health & Safety**

**B: Manual and Mechanical Handling**

1	Manual handling will be minimised wherever possible, using mechanical lifting.
2	Materials will be offloaded to a position as close as possible to the work area, with a clear means of unobstructed access provided. This will generally be achieved by:
	Bricks, Blocks & Tiled units:
	<ul style="list-style-type: none"> <li>○ Forklift truck to a safe point, then manually to the work face.</li> </ul>
	Associated Materials:
	<ul style="list-style-type: none"> <li>○ Forklift truck to a safe point, then manually to the work face.</li> </ul>
	Work equipment:
	<ul style="list-style-type: none"> <li>○ Offloaded mechanically or manually as deemed necessary, depending on weight/bulk.</li> </ul>

**D: COSHH**

1	COSHH Assessments have been prepared are appended to this document.
2	Should any other hazardous substances be used, further COSHH Assessments will be prepared.
3	Our Manager will ensure compliance with the requirements of the COSHH Assessments.

**E: Noise at Work**

1	The use of work equipment that produces excessive noise will be reduced wherever possible.
2	The relevant PPE will be worn where noise levels are more than the second action level of 85 dB.

**F: Hand / Arm Vibration**

1	Work methods will be such that the use of work equipment that produces excessive vibration will be reduced wherever possible.
2	A list of work equipment to be used will be compiled by the Manager, who will establish the relevant vibration levels and maximum exposure times.
3	An HSE HAVS Calculator can be provided if required, though we do not envisage any operative using the cordless drill for any given length of time to warrant this.
4	The expected levels of vibration and exposure time will not, at this stage, result in operatives requiring health surveillance.

**G: Personal Protective Equipment (PPE)**

1	The PPE listed below will be worn by all persons:
	<ul style="list-style-type: none"> <li>○ Safety Helmets – At all times.</li> </ul>

	<ul style="list-style-type: none"> <li>○ Safety footwear – At all times.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Orange Hi visibility waist coat or jacket – At all times.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Gloves - when required as per Risk Assessment</li> </ul>
	<ul style="list-style-type: none"> <li>○ Eye protection – when required as per Risk Assessment</li> </ul>
	<ul style="list-style-type: none"> <li>○ Hearing protection – where noise emissions warrant issue/use (Moldex ear plugs)</li> </ul>
	<ul style="list-style-type: none"> <li>○ Other – as deemed necessary (following any Risk Assessment).</li> </ul>
<b>H: Traffic Management</b>	
1	Traffic routes for vehicles and pedestrians will be set up and controlled by the PC. As per the site traffic management plan
2	All deliveries will be made to the designated storage area which is TBC.
3	Our vehicles will observe the requirements of the Highway Code, and all site traffic
<b>I: Training and Competency</b>	
1	All employees are trained and competent to carry out their allocated tasks.
2	Copies of relevant certificates will be provided to the PC. Examples of certification include: -
	<ul style="list-style-type: none"> <li>○ CSCS/CPCS/NPORS Cards.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Abrasive Wheels, IPAF, PASMA, Face Fit, etc.</li> </ul>
3	The following training will be provided to employees:
	<ul style="list-style-type: none"> <li>○ Site induction by the PC. <b>Daily at 08.00am</b></li> </ul>
	<ul style="list-style-type: none"> <li>○ RAMS briefing, Millisun pre-start induction and health questionnaire.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Daily briefing, informing operatives of the proposed works for the day, regarding any significant changes in the method of work.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Short training courses (Toolbox Talks) will be provided on weekly basis, or sooner if required.</li> </ul>
<b>J: Emergency Procedures/Accident and Near Miss Reporting</b>	
1	Site wide emergency procedures will be determined by the PC and advised to all employees during the site induction.
2	Emergency Rescue from high level work areas will be established as work proceeds, which will be confirmed with the PC.
3	First Aid provisions will be provided by the PC, with the names of appointed First Aiders being made known.



4	Employees will be instructed to report to our Manager, should they suffer any accident or injury whilst at work. The PC's Site Management will also be informed of any accident/incident, which will be investigated and recorded by our Manager, with assistance given by our Safety Adviser.
5	Any near misses <b>must be</b> reported to both the PC management and our Manager.

**K: Hygiene, Welfare and Housekeeping**

1	Hygiene and welfare facilities will be provided by the PC and will include:
	<ul style="list-style-type: none"> <li>○ W.C.</li> <li>○ Hot/warm and cold running water for washing</li> <li>○ Drinking water</li> <li>○ Provision for taking meals/rest</li> <li>○ Provision for heating food and drink</li> <li>○ Facilities for drying clothes</li> </ul>
2	Employees will be instructed to use these facilities in an appropriate manner.
3	We will maintain high housekeeping standards at all work areas. Work areas will be cleaned and cleared of debris when required, with debris being placed in the appropriate skip bin provided by the PC.

**L: Resources**

1	An adequate number of personnel will be employed on this project, specific detail of which will be provided to the PC on a weekly basis.
2	Suppliers will be used for materials and work equipment.

**M: Security/Third Parties**

1	Our employees will sign in/out of site as directed by the PC.
2	Our equipment, tools and hazardous materials will be placed into safe storage whenever the site is to be left unattended.
3	We will ensure, so far as is reasonably practicable, that loading, unloading and other hazardous operations do not take place in areas in which other site contractors, members of the public and other non-construction personnel are present or may enter

Signed on Behalf of Millisun: *S A Gibbs* Date: 24/08/2020

### DECLARATION STATEMENTS

I, the undersigned, have read, understood, and accepted the specified safety guidelines and systems of work contained within this Method Statement and the associated Risk Assessments.

**Date:**

**Name:**

**Signature:**
