



METHOD STATEMENT

Form: L&L/2010/08210/1

L&L Installations Joinery Ltd.,
5 Glover Close, South Leverton,
Retford, Notts. DN22 0BW
Tel: 01636 821641

HLD Project Ref:	*****			
HLD Project Title:	Install Hardwood Timber Boardwalk at Lyme Regis Cliff Side Redevelopment			
Statement By:	*****	Position:	*****	
Statement Date:	08/02/10			
Copies To:	Client: One	Project File: One	Installations File: One	Site: One

1.0	Project Information:	Details:
	Site Location	Lyme Regis
	Site Address 1	C/o Carillion Regional Civil Engineering
	Site Address 2	Holmbush Car Park, Sidmouth Road,
	Project Works Contractor	Lyme Regis, Dorset, DT7 3JW
	HLD Project Co-Ordinator	*****
	HLD Project Co-Ordinator Contact	*****
	Project Works Client	Carillion JM Ltd
	Project Works Address 1	24 Birch St, Wolverhampton,
	Project Works Address 2	West Midlands, WV1 4HY
	Client Project Co-Ordinator	*****
	Project Co-Ordinator Contact	*****
	Qualified Labour Subcontractor	L & L Installations Ltd
	Address 1	5 Handel Court,
	Address 2	Gainsborough, Lincs, DN21 2FD
	Tel/Fax Contact	*****
	Estimated Average Site Labour Force	1 Crew (2 Operatives)
	Site Communications Responsibilities	*****
	Estimated Start Date	TBC
	Estimated Continuance Of Works	10 Working Days
	Estimated Total Works (Weeks)	2
	Number Of Site Visits Required	One
	Site Permissions To Work	Provided by client
	Site Security Passes	Not Required
	Special Working Restrictions	As noted in Section 5.0
	Works Programme	Not Required
	FSC Certification	As Provided By Timber Supplier
	PEFC Certification	As provided By Timber Supplier

2.0	HLD Health & Safety Responsibilities:	Name: Title:
	HLD Person With Overall Responsibility	Mr J T Lumley - Director
	HLD Person With Site Responsibility	*****
	HLD Safety Planning Responsibility	As Advised
	Site Supervisor	*****
	CSCS Information	To Be Provided On Site
	Risk Assessment	Attached
	Material Safety Data Assessment	Provided
	Site Accident Book	Provided

3.0	Working Method:	Description:
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3.11: INTRODUCTION: The purpose of this method statement is to establish safe methods for the installation of approx 80m2 of curved raised timber walkway structure with 'Ranch' style handrail manufactured in Oak hardwood. Two timber types are used in this construction being seasoned Oak and fresh sawn Oak with suitable



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SS A4 grade fixings directly to Oak components. There are no known hazards associated with working with these materials. No works will be carried out at height greater than 2.0m above ground or above or in water greater than 600mm deep and all ground works in terms of site levelling, profiling and provision of concrete post bases/pile caps will be carried out by others. Drawings supplied are 06/L11068/501 and 502 and all drawings referred to will be assumed to be the latest revision. Pile cap centres and therefore associated post locations have been set out from information provided by the client and therefore assumed to be correct when translated to actual site works.

3.12: PRELIMINARY OPERATIONS: All operatives will undertake the pre-start site induction as provided by the client or his appointed representative and will be required to wear the minimum mandatory site PPE of safety footwear and hi-viz jacket or vest.

The client is to ensure that the working areas are secure from entry by unauthorized persons during the complete period of the operation. The client will ensure that all working areas are suitably fenced and signed.

The required materials will be delivered by road transport via the main site entrance to the main site and allocated offloading point near to the actual work site. Materials will be offloaded by lorry mounted crane and placed within the allocated storage area. This storage area to be allocated and provided by the client.

If the storage area is at a greater distance than 50 metres from the working area, the client will assist in the movement of materials to the working area.

3.13: WORKING AREA: The working area is to be delineated on site by a client representative. The working programme will be dependant upon the release of the required working area by the client and may change due to local conditions, reasons of safety or economic continuance of works. Any delays in works due to non availability of working areas will be notified to the client and site staff removed from the general working area if required

3.14: GROUND WORKS BY OTHERS: Works will be undertaken by others to provide a working area and concrete post bases to predetermined levels suitable to provide the required finished deck level. Pile locations are as shown on Drawing 01/L11068/501 with sufficient pile cap material available for the installation of timber postwork. All working levels will be provided on site by the client. The areas will be clear of debris and will be marked for underground obstructions, power lines and pipes by others if required.

3.15: SETTING OUT AND POSTWORK: The setting out detail for post work is as provided in Drawing 06/L11068/501 Boardwalk Substructure & Deck board Details, showing post positions and spacing on to existing concrete pile caps. A suitable site datum mark referring to an agreed point on this drawing will need to be provided on site by the client to establish the finished deck level. Oak timber posts 150mm x 150mm will be position marked from the agreed datum point and plotted on the prepared concrete pile caps. The Oak posts will then be slotted on site to accept the provided stainless steel post shoes. Once the post positions are set, the post shoes can be aligned with the fixing marks and the fixing holes drilled in to the concrete pile caps. This work may involve activity above 1.5m height and in such an instance an aluminium scaffold trestle will be fixed around the pile caps to provide a safe working level. Once the post positions are set, the A4 SS Post Shoes can be marked for drilling and the location holes drilled. When the holes are completed and blown free of debris, the supplied post shoes can be fitted and secured with supplied M12 Hilt Anchors (00332195) and as shown in Drawing 06/L11068/502 detail. Posts will be fitted over length to the post shoes with supplied M16 x 175mm A4 SS bolts and single sided tooth plate connectors and left hand tight only until the beams are fixed and the level of the walkway sub structure set. The maximum height of post from concrete pile cap to top of deck is 1500mm.

3.16: FIXING TIMBER BEAMS: The supplied 70mm X 220mm Oak timber beams will be aligned with the posts as shown in Drawing 06/L11068/502 Section 'A'. The beams and posts will be clamped and then drilled through to accept a two point fixing of M12 x 310mm HxHd stainless steel bolts. The bolts will be tightened with a SS nut over a suitable SS repair washer. Once the beams are fixed, the levels will be checked across the structure before finally trimming the supporting posts. There are no torque settings for the tightening of bolts on this structure and tightening should take place until the washer begins to indent the timber beam. It is essential that the bolts are not over tightened to allow for initial timber movement after installation.

3.17: FIXING TIMBER BEARERS: The supplied 70mm x 220mm Oak timber bearers are to be fixed to the preinstalled timber beams as shown in Drawing 06/L11068/502. The fixing method is SS90 Stainless Steel



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	<p>Brackets fixed to the beams and bearers with 10g x 35mm Round Head Stainless Steel screws. No noggins are required for this revised design.</p> <p>3.19: FIXING HANDRAIL POSTS: The handrail posts are formed separately to the in ground post work as shown in Drawing 06/L11068/502 Section 'A'. The Oak handrail post timbers are pre-machined 90mm x 145mm posts and will be fixed to the outside timber bearers with M12 x 175mm SS bolts and square 75mm outside washers. Where the handrail posts fix over the 150mm timber posts they will be fixed through the post and secured with provided SS M12 x 395mm bolts and a 75mm outside square washer. Over tightening of the SS nuts to the handrail post is to be avoided.</p> <p>3.20: INSTALLATION AND FIXING OF HAND RAIL COMPONENTS: The construction and fixing of the hand rail components is as described in HLD Drawing 06/L11068/502 Section 'A'. The two Oak intermediate rails 34mm x 145mm are machine edged on two corners and fixed to the posts with suitable 10g x 100mm SS Pozi Wood Screws. The top handrail 34mm x 145mm is chamfered to the top face and smoothed on two faces and is fixed to the top of the handrail posts with provided SS angle brackets and 10g x 25mm SS Pozi Wood Screws.</p> <p>3.21: INSTALLATION OF DECK BOARDS: The required Oak Antislip Plus 34mm x 145mm deck boards will be fixed to the 70mm x 220mm bearers with 10g x 65mm Stainless Steel deck screws and through the outer groove of the board so that the screw heads do not protrude above the finished height of the deck board. A 5mm gap between each board will be ensured when fixing to allow for future timber movement. Deck boards will be supplied to site pre-cut in two types with Type 'A' being non-tapered and Type 'B' being set to a fixed taper and all fitted with three Antislip Plus resin bonded strips as specified. Where the Type 'B' boards taper, the number of resin strips will be reduced as required to provide a fit on site. The deck boards will be fitted and cut short against installed post work as required and as shown in Drawing 06/L11068/501 deck board plan.</p> <p>3.22: REVIEW AND ADVICE PROCEDURE: Any review or change of advice affecting this method statement will be identified by the re-issue of this statement with a revision date and revision letter indicating such a change. Only the originator of this method statement is authorised to make such changes which must be indicated beneath the signature below.</p> <p>3.21: FINAL OPERATIONS: When installation is complete, all waste and excess materials are to be removed from the working area for disposal by others and evacuation from site. Such disposal facilities to be provided by the client.</p> <p>All work completed is to be inspected by a representative of the client and a completion notification form L&L QD104 signed by the client's representative and the leading crew member/foreman.</p>
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4.0	Safety Statement:	Site Works:
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	<p>4.10: All operatives will undergo client site induction procedures and be made aware of the contents of this method statement and all relevant risk assessments.</p> <p>4.20: All work to be carried out within the provision of the Health & Safety at Work Act, Regulations and Approved Codes of Practice latest editions.</p> <p>4.30: All power tools used on site will be either transformer driven 110v or battery operated. In the event that suitable power is not available, then 110v generated power may be used.</p> <p>4.40: All PPE as dictated by local site rules will be worn.</p>
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Release	1.0	Revision	0	Date	08/02/2010	Page 3 of 4
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5.0	Special Working Restrictions:	Site Staff:
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	<p>5.10: Operatives will not smoke in any area of the working site except for designated smoking areas as advised by the client during induction.</p> <p>5.20: No personal clothing will be allowed that may be construed as offensive in terms of style or graphics content.</p> <p>5.30: All operatives will show due consideration to other site staff and visitors in terms of language and noise at all times.</p> <p>5.40: All walkways are to be kept clean and clear at all times and any noted or possible hazards removed immediately from site.</p>
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Notes Concerning Risk In This Statement:	Signature:
<ul style="list-style-type: none"> 1 – If possible, avoid risk altogether 2 – Where possible, combat risks at source 3 – Give priority to measures which protect the whole workplace 4 – Wherever possible, adapt work to the individual 5 – Take advantage of technological & technical progress 6 – PPE should only be used to minimise risk as a last resort 7 – Only a qualified company manager may sign this statement 	<p>Having reviewed the methods of work described above, I believe that if the methods identified in this document are applied, so far as is reasonably practicable, will have met the requirements of a safe method or working.</p> <p>Signature:.....</p> <p>Date: 08/02/10</p>