



SITE ACCESS METHOD STATEMENT

CLIENT : STREETCRANE CO

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1. INTRODUCTION

This document is written and controlled by the Project Manager and it is intended as a reference document to describe the methods involved in protecting the use of and preventing the obstruction of the existing car park.

1.1 CONTROLLED ISSUE

A controlled issue of this document will be given to:

1.1.1 The Planning Control at High Peak Borough Council

1.1.2 H&S Manager

1.1.3 All contractors working on behalf of Street Crane.

2. PROJECT DETAILS

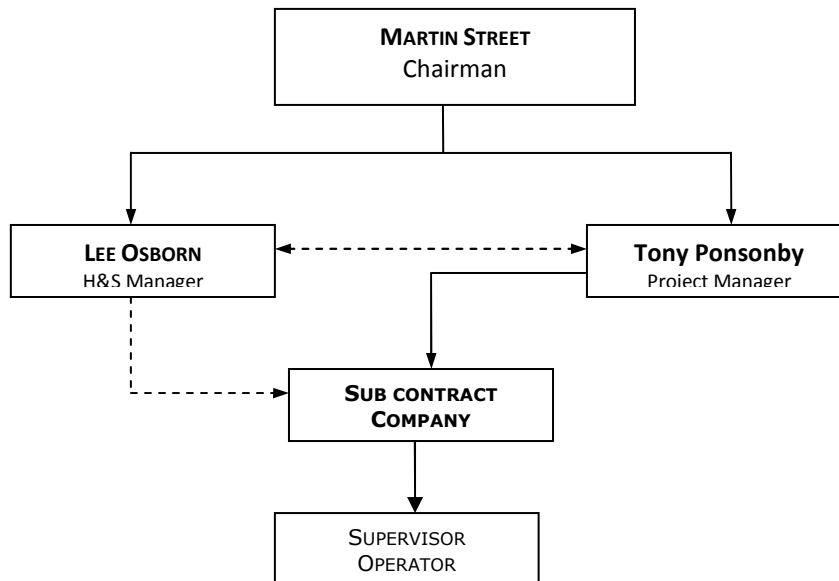
Contract No	New Industrial Unit – HPK/2010/0464
Contact Name	T Ponsonby
Client	StreetCrane Co
Site Address	Chapel en le frith

Project Management

STREET CRANE Tel: 01298 812456			
Project Manager	Tony Ponsonby	Tel: 01298 816852	e-mail: Tony.ponsonby@streetcrane.co.uk
H&S Manager	Lee Osborn	Tel: 01298 812456	e-mail: lee.osborn@streetcrane.co.uk

Site team	Project Manager Principle Subcontractor Subcontractors H&S Manager
Site Safety	Project Manager H&S Manager
First Aid	Subcontractors StreetCrane First Aid Personnel

3. SAFETY MANAGEMENT CHART



4. DESCRIPTION OF THE PROJECT

4.1 DESCRIPTION

The construction of a new industrial unit adjacent to the existing company car park. This document focuses on measures that will be employed to protect the use of and prevent obstruction of existing car parking

4.2 HOURS OF WORKING

The hours of working on the construction site are 08.00 – 18.00 Monday – Friday unless otherwise agreed. When necessary the site will be made available outside of these times, in particular during the weekend when it is required to load or offload machinery onto site. The operational hours of the car park for StreetCrane employees is 06.00 – 18.00 Monday – Friday

5. SITE REQUIREMENTS

5.1 CONSTRUCTION WORK , ACCESS AND EGRESS FROM THE SITE

- 5.1.1 The safe access and egress of the car park for StreetCrane employees must be maintained throughout the hours of car park operation.
- 5.1.2 The construction area will be demarcated from the car park by the use of cones for traffic management and barriers to prevent either non-construction vehicles or unauthorised personnel entering the construction site.
- 5.1.3 When vehicles need to move from the construction site to the car park to leave site or vice versa, these vehicles will do so at a defined location

- 5.1.4 Signs to the entrance of the car park will be placed to alert car park users to the construction work being undertaken
- 5.1.5 An internal company memo shall be issued by the H&S manager to inform all StreetCrane employees to the nature of the works
- 5.1.6 Where possible, all site vehicles shall be delivered / collected during hours that the car park is not in operation by StreetCrane employees.
- 5.1.7 During the main hours of car park operation between 07.45 - 09.15, 12.30 – 13.30 & 16.30 – 17.30 it will be sought to reduce the number of construction vehicles either entering or leaving site to minimise both congestion and H&S risks.
- 5.1.8 If it is deemed necessary to load and off load vehicles in the car park, it will be undertaken at off peak times in clearly demarcated loading areas, however this will be kept to an absolute minimum.

5.2 LIGHTING

- 5.2.1 StreetCrane will be responsible for providing artificial lighting if natural light is not sufficient to illuminate both the car park and car park entrance.

5.3 HOUSEKEEPING

- 5.3.1 In order to minimise the amount of muck brought from the site and deposited onto the car park and road; no road going vehicles shall drive onto the site until the site has been stoned up.
- 5.3.2 Should any material from the construction site be deposited onto the road or car park, a designated contractor will be responsible for road sweeping for the duration of the works
- 5.3.3 All individuals working on site will be made aware to notify the designated contractor, project manager or H&S manager if they see any materials deposited onto the road or car park, to ensure this gets cleared immediately
- 5.3.4 Regular inspection by the project manager or H&S manager will focus on the housekeeping

6. WORK EQUIPMENT.

6.1 REGISTER

EQUIPMENT	Provided by
Dozer (clearing site)	contractor
Wheeled excavator/loader (JCB)	contractor
HGV's	contractor
Mobile Crane & access equipment	contractor

6.2 VEHICLE WORTHINESS

- 6.2.1 All equipment brought onto site shall be maintained and safe in operation, all road going vehicles entering the construction site must be of a road worthy condition; being taxed, tested, licensed and insured.
- 6.2.2 All drivers of any vehicle entering the site must have the relevant training and licensing to permit operation of such vehicles.

7. PRE WORK CHECKS

Prior to any works being started the project manager and/or the H&S manager will ensure that

A Site induction has been carried out including issuing of this document to all site workers

The licensing credentials for all machinery operators has been inspected

The relevant signage and barriers have been delivered / ready for erection / in-place

All site workers have the correct PPE

Access routes are large enough, safe and sufficient for people on site and the vehicles to be used on the project.

All activity specific Risk Assessments and Method Statements from each contractor are approved.

8. PPE

Mandatory:

Safety Helmet, Safety Footwear and High Viz vest/coat.

As necessary:

Safety Harness, Safety Glasses, Gloves, Safety Clothing

9. MONITORING

The monitoring and supervision of all Health and Safety matters relative to the Project will be under the control of the Safety Manager

Daily supervision / Periodic inspection visits will be carried out by the Safety Manager and Project Manager

10. TRAINING

All Contractors must receive a Site Induction from the either the Safety Manager or Project Manager before the work starts.

11. AMENDMENT HISTORY

Issue Number	Date of Issue	Summary of Changes

If a revision is made the whole document will be revised and re-issued to those parties noted in clause 1 Introduction.