

Method Statement for the Removal of Internal Partition-Walls at: **22 Theobalds Road, London WC1**

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Prepared by Mike McGill, Chartered Building Surveyor: February 2017

1. PRELIMINARY WORK

1.1 The building contractor who is to undertake the works shall conduct a full health and safety risk assessment of the project prior to the commencement of the demolition and stripping out works. In accordance with Health and Safety Executive (HSE) guidelines, a suitably competent person must assess the likely presence or asbestos containing materials at the property and carry out a "Refurbishment / demolition survey" for asbestos containing materials prior to the commencement of the works. Where asbestos containing materials are identified, these are to be removed prior to the commencement of the works by a licensed asbestos contractor.

1.2 The works described below are classed as a "Construction Project and are therefore required to comply with the Construction (Design and Management) Regulations 2015 (CDM). In accordance with the CDM regulations, the contractor undertaking the works is to produce a health and safety risk assessment and method statement for the execution of the works. The document is to be supplied for the attention of the building owner, employer, (or their agents) and house occupants at least 7 days prior to the commencement of the works. The contractor is required to notify the Health & Safety Executive by completing and submitting the HSE Form F10 "Notification of construction project" before the commencement of the works.

1.3 Clear all floors and rooms of all collapsed building materials, rubbish, furniture and fittings to allow full and unhindered access to execute the works. Cut and lift all floor coverings adjacent to the partitions, including underlay timber sheeting. Cart all away to a licensed dump.

1.4 The contractor undertaking the demolition of the internal partitions shall review the supplied drawings and take down only those partitions shown. Any enquiries with regards to the scope or method of the demolitions are to be made directly to the supervising surveyor or architect.

2. ACCESS, SAFETY AND SECURITY PROVISIONS

2.1 Provide and maintain while the works are being carried out, all boarding, screens and barriers necessary to keep the building secure, to contain/ control dust emanating from the demolitions and to remove all waste material from the property using safe and controlled methods so not to cause hazard or harm to occupiers or pedestrians. All waste material must be transferred to a licenced waste facility. Provide and run mechanical dust extraction direct to atmosphere for the duration of the demolitions.

2.2 .Where electrical, water, waste, gas services run close to or are connected with the partitions to be demolished, ensure all the relevant existing supply services are capped off, disconnected and made safe. Note that services may be hidden with the partition.

2.3 Provide safe access platforms and / or robust step ladders to allow for the safe working at height to carry out the works herein described.

3. DEMOLITION WORKS

3.1 Expose Partition Abutments:

Using a knife and fine toothed mini-saw carefully scroll-cut sections of the facing plasterboard where it abuts the ceiling cornice, dado rail, chimney piece, skirting, panel moulding or other architectural features. Carefully remove the opposing sides of plasterboard to reveal the abutment of the timber framework / noggins. Leave the framework insitu for inspection by the project surveyor or architect for further instruction.

Following the verification that the partition timbers are not fixed to the architectural features by either mechanically or adhesive means, take down the partitions as follows:

Cut back and remove the plasterboard to fully reveal the near-most vertical stud to its full height. Carefully cut through the stud at approx 500mm centres working from top to bottom and carefully remove the sections and ease away the attached noggins from the abutting wall, skirtings, cornice, dado rail etc. Continue to remove approx 600mm wide section of partition to its full room height.

Following the removal of the vertically abutting sections, carefully cut and remove the plaster board to both sides where it is fixed to the head plate and sole plate timbers along its full length. Reveal sufficient areas to establish the method of the plates' abutment to projecting architectural features, i.e. decorative ceiling mouldings. Leave the timber plates in situ for inspection by the project surveyor or architect as previously described. Ensure that the head and sole plates are firmly fixed into the ceiling / floor joists above prior to the removal of the supporting studwork.

3.1 Take Down Partitions: Carefully strip off the remaining plaster board from both sides, noting the presence of any services and make safe as previously described. Carefully cut and dismantle the partition framework using hand tools only and remove and bag-up in-filled mineral wool insulation. Ensure due care when dismantling the framework so not to cause damage to adjoining architectural features. Provide suitable propping from floor to head plate where necessary to stabilise. Strip off any skirtings to the partitions, de-nail all removed timbers, and cart all away.

4. SERVICES

4.1 Strip Out Electrical Installations: Prior to the demolition works, locate the consumer unit / fuse board and isolate the electrical supply to installations fixed to or adjacent to the partition to be demolished. During the removal of plasterboard and timbers, tie and secure back any electrical cabling, switches, sockets etc that are fixed to the partition so that they present no hazard to persons. Following the removal of all partitions materials from site, an NICEIC registered electrician shall within 48 hours strip out all the residual electrical cabling and disconnect and remove all the electrical installations previously attached to the partitions; the electrician is to leave all remaining electrical installations safe.

5. REINSTATEMENT AND MAKING GOOD

On the completion of the above works, any historic architectural features that have been removed or damaged due to the installation of the partitions are to be reinstated or repaired; the works should be undertaken in for each architectural feature / element as follows:

5.1 Make Good Surfaces: Infill all fixing or services-run holes in ceilings, walls and floors where exposed by the removal of the partitions. To the walls and ceilings in-fill holes and indents using a proprietary plaster of Paris or similar paste and run in level and smooth to the adjacent surface. Rub down when cured to match surface finish of the adjacent ready for decoration.

5.2 Repair & Reinstall Decorative Plaster Features: For damaged or missing sections of decorative ceiling work, remake and reinstall in facsimile in plaster of Paris using fine-hand tools, silicone mould, timber / zinc template of the adjacent work. Notwithstanding the template method, copy and form the original profile or embellishment (dentils etc) by removing all paint from an adjacent matching section. The location to be used to make for the template is to be approved in advance by the local authority conservation officer. The paint shall be removed from the plaster feature using a chemical poultice such as Peelway and finally cleaned off with fine pick tools and soft brush with warm soapy water. Strictly follow the manufacturer's guidance and health and safety requirements for the application of the Poultice sheet. Reinstall the plaster detail as above described, and for new cornice, run-in situ in a minimum 2 coat work with hessian backing, Ensure perfect jointing to the adjoining work. When fully cured, remove any surface imperfections from the plasterwork to ensure a smooth finish, ready for decoration.

5.3 Make Good / Reinstall Joinery: Piece in missing or repair damaged joinery features that are original to the building. i.e. skirtings, dado rail, panel mouldings, architraves etc Make suitable template and reinstall in facsimile to perfectly match the adjacent profile in kiln dried slow-grown softwood. Fix the new joinery element using lost head stainless steel nails into the existing timber-grounds. Where grounds are missing, glue or mechanically fix new slow-grown softwood grounds direct to brickwork to ensure the secure fixing of reinstated joinery. Ensure perfect mitred jointing between the new and old work. For damaged joinery, infill holes or indents with 2-pack resin and bring level and smooth to match the adjacent surfaces. Remake damaged mouldings using 2-pack resin or piece in new softwood to match the existing profile, ensuring good jointing. Rub down with fine grade sandpaper ready for redecoration

5.4 Clean Chimney Pieces: Carefully lift off the adhered caulk and silicone sealant residues from the marble surface of the chimney pieces using a plastic edged scraper. Gently use a plastic tipped tool for removal of the sealants from fine carved details. Metal edged scrapers and filling knives are not to be used. Clean down the surface using a small soft bristle brush or tooth brush in warm soapy water.