External works

- Basement yard stone floor and brickwork walls to be cleared of organic growth and debris.
- Painted brickwork walls to be repaired, cleaned and repainted. Silicate based paint in cream colour to match existing.
- York stone paving to be cleaned and replaced/ repaired where slabs have cracked.
- Replacement of external metal walkway and stair in rear yard to suit new circulation.
- Stone paving to be repaired where concrete bases for walkway removed in rear yard.
- Drainage gullies to be cleared of debris and unblocked where necessary.
- Semi-vertical bike rack system to be provided in the front basement yard. Numbers as required for long- and short-term stay. Wheel 'track' to be installed to front external stairs.
- Existing metal escape stairs to be refurbished, repaired, and painted.
- Existing stone escape stair to be cleaned and repaired if necessary.
- New terrace decking on Ground floor to be fitted externally above existing lead roof.
- New metal handrail and balustrade to external terrace.
- Flat roof over entrance portico to be cleared of debris and organic growth. Any necessary repairs for weather tightness and integrity to be carried out as recommended following condition survey.
- Brickwork to be repaired and repointed as required. Repair of cracking, minor stitching and missing bricks (to be reviewed with Structural Engineer's input)
- Brickwork to main elevations to be cleaned to achieve a consistent tone while retaining its character. The level of cleaning is to be agreed with the Conservation Officer. Suggested mild clean to tone down brickwork to match original patina. Refer to Russell Square properties to the north of Montague Place for consistent brickwork appearance. Apply method of cleaning beginning with water and the least invasive methods to avoid damage to bricks.
- All external windows, reveals and cills and doors to be repaired and redecorated to both front and rear facades. Apply an exterior grade paint finish. Part replacement may be required in some locations. For individual window specific repairs, please refer to the Door and Window Schedule appended to this document.
- Balcony on First floor Russell Square facing elevation to be refurbished. Stonework to be cleaned and repaired. Cast metal balustrade and support brackets to be repaired and redecorated.
- Exposed existing rainwater pipework to be redecorated.
- Stone stairs and plinth of portico to be cleaned and repaired.
- Ground level stucco to front elevation to be repaired and redecorated, breathable mineral paint finish.
- Existing railings to be repaired and redecorated. External grade paint for metal surfaces.

For proposed methodologies for window repairs and external brickwork, stonework and render cleaning and repair, please refer to the method statements appended to this document.

Top: Front Basement yard. Brickwork walls to be cleaned, repaired and repainted.
Left: Side Basement yard. Existing stone staircase and York stone paving to be cleaned and repaired. Essential maintenance works to be carried out to unblock drainage gullies.
Right: Entrance portico to be cleared of organic growth, repaired and redecorated. Brickwork to main elevations to be cleaned to achieve a consistent tone.

British Museum Annexe Building

- Existing window openings on Basement and Ground level to be enlarged beneath cill level only to accommodate doors for access and fire escape.
- New timber staircase to be installed to connect all floors of the Annexe with glazed FR60 fire enclosure to Basement level.
- Existing walls to be repaired and redecorated where wall mounted services and accessories are removed.
- Existing lighting, power and services to be altered locally in accordance with the new layout.
- External brickwork to be cleaned to achieve consistent tone.
- Windows to be cleaned and redecorated externally.
- Alteration to existing services to suit new layout.
- New LED lighting to be provided with local switches and controls.
- New fire alarm linked to British Museum Control Room.

Brickwork to main Annexe facade to be cleaned to achieve a consistent tone.

Toilet Provision

It is proposed that new toilets are provided in the property to comply with the British Standards. BS 6465-1:2006+A1:2009 has been used as a guidance for this study.

The advised WC provision is based upon occupancy. The population of normal offices may be calculated by assuming a density of 1 person per 10sqm net area. For high density offices, the population may be calculated by assuming 1 person per 6sqm net area. As it is unknown how the offices will be occupied in he future, enough toilets have been provided for the worst case scenario. Generally, toilets have been located at basement level (where the quality of the space is lower, at mid level on second floor, and at third floor level, reusing existing services routes.

In conjunction with three existing toilets, a new shower facility will be provided at the basement level. At second floor level, the existing kitchenette location will be converted into a WC, and 2 new toilets will be accommodated at the third floor providing an amount of 6 unisex toilets in total. No toilets will be provided in the Annexe.

Ambulant WCs to be provided throughout the property. Requirements and distribution to be agreed in consultation with the British Museum's Accessibility and Diversity Manager.

	Normal offices 1 person per 10m2	**Unisex toilets required**	**High density offices 1 person per 6m2**	**Unisex toilets required**	**Unisex toilets provided**
Toilet provision	Approx. 41 staff	4 WCs + 4 Wash basins	Approx. 69 staff	6 WCs + 6 Wash basins	6 WCs + 6 Wash basins

Fire Strategy

It is noted that the third floor of 38 Russell Square exceeds 11m in height above the final level of escape. Where this third floor level previously had a secondary means of escape through a door into the neighbouring 39 Russell Square, it now relies on a single means of escape via the main stair hall. It is therefore proposed that compensatory factors are demonstrated to lower the risk. This includes upgrade of the fire alarm/ detection system to category L1 and implementation of relevant clear signage. Whilst initial feedback has been sought from an approved inspector and fire safety officer at the British Museum at this stage, it is acknowledged that the fire strategy will form an important discussion with a building control body and London Fire Brigade in the more detailed design stages moving forward. It has also been advised that a level 2 management strategy should be implemented by any future tenant of the property.

The means of escape are within safe travel distances and people will travel between office spaces before entering into the protected escape staircases. It is proposed that a minimum L2 category fire detection/ alarm system is installed to mitigate vertical distance from final exit at the third floor. In addition, doors lining the stair enclosures will be addressed and upgraded as necessary to FD 30S.

Where the Annexe is physically separated from the main house, the building relies on escape doors at basement and ground floor level. Although this scenario occurs within safe travel distances, it will be prudent to ascertain with an approved inspector if this is acceptable as there is not currently an alternative means of escape.

Please see the fire strategy plans appended to this document.

4.0 ADDITIONAL INFORMATION

METHOD STATEMENTS

Method Statements

**Number in brackets is the Pre-planning Application feedback reference.*

1. (2.17)* **Restoration of the ground floor rear lean-to conservatory**

Existing glazed single metal framed doors to conservatory balcony:

Draught seals to be replaced. Door hinges to be eased to operate, ironmongery to be adjusted and eased to operate. Georgian wire glass to be replaced with clear. Metal frame to be redecorated.

Existing single glazed metal framed casement windows and window panes:

Existing metal frames and casements to be taken back to bare metal and repaired, coated with corrosion inhibitor and redecorated. Repaint frames with external grade metal paint. Clean all existing glazing and remove all existing films/ coatings. Cracked glass to be replaced. Reputty glazing. Window film to be replaced. Ironmongery to casement openings to be refurbished and restored to full working order.

2. (2.23) **Repairs or reinstatement works to existing fireplaces**

Method statement for Existing Fire place

Carefully remove painted cover to fire, determine if any original components of the fire remain and assess the state of the fire box and back.

Check flue. To determine if viable natural ventilation is available, sweep flue and from the roof log which chimney pot is connected.

In this project there is no proposal to re-use fires for heating. On determination of pot connected to the fireplace review if the pot already has an appropriate ventilated cover (pepperpot) to minimize rain penetration into the chimney stack. If there is no cover install a new clay pepperpot to match the colour and size and style of the existing chimney pot.

Unless there is suitable fire equipment for reuse, cut new ventilator into cover board, redecorate and refix.

Fire surround: Carefully remove loose add over painted areas from decorative fire surround, redecorate with new matt paint in appropriate colour.

Tiles: Check for loose and broken tiles, carefully remove, check to see if match is available for broken tiles, if not glue repair, rake out grout, re-bed loose and repaired tiles and re-grout with colour to match original.

Hearth: Remove existing paint from stone surround, repair any damage using mortar repair techniques and redecorate using mineral paint.

Refractory bricks to hearth and fire box (if found) small cracks repair using suitable fire resisting mortar to match bricks severely damaged or missing bricks, replace with new refractory brick selected to match the existing in colour shape and size as closely as possible.

Method statement for fireplaces currently sealed behind board/wall construction.

Determine method of sealing fire place and identify if ventilation is available for the flue into the room space.

For fireplaces that are sealed with boarding carefully remove the plasterboard or hardboard cover to reveal the fire place behind, survey the fireplace to determine if any original components of the fire or surround remain and make decision if repairs can be made or replacement parts needed.

For fire places sealed with masonry, carefully take off ventilator if installed to review installation behind. If no ventilator, carefully remove a minimum of three whole bricks to open up into the fire basket area. If installation is found, carefully complete opening up works. If no installation is found, check flue as below and make good hole. Insert ventilator if flue is found to be viable.

Flue:

Check flue. To determine if viable natural ventilation is available, sweep flue and from the roof log which chimney pot is connected.

In this project there is no proposal to re-use fires for heating. On determination of pot connected to the fireplace review if the pot already has an appropriate ventilated cover (pepperpot) to minimize rain penetration into the chimney stack. If there is no cover install a new clay pepperpot to match the colour and size and style of the existing chimney pot.

Fireplace:

Review hearth, surround fire back and any remaining installation to determine if refurbishment is economic and practicable. If not practicable reinstall board or make good masonry, if flue is viable install ventilator.

Tiles: clean and repair if viable and carefully re grout to match original colours. Replace any missing ceramics with a close match if possible.

Fire baskets: clean and repair

Cast iron fire surrounds: clean with wire wool and recover using appropriate finishing

Fire brick, backs and surrounds: carefully repair with fire brick mortar if practicable if not determine if replacements can be found and reinstate.

Viable Fireplace without firebasket and accessories: install new fire basket to match size and style of original fireplace.

Surround timber surround and mantle: install simple surround and mantle shelf to match size and style of existing fireplace.

3. (2.24) **Reinstatement and repairs of historic joinery, skirting boards, and decorative plasterwork**

Prepare measured drawings of all existing elements including section profiles where appropriate to full size scale, and record photographs annotated on general arrangement drawings. Assess significance and authenticity/ evolution of elements. Identify timber species, and plaster types by visual and if necessary sample analysis.

Where original details not available identify possible replacement features through contemporary constructions and patterns.

Prepare specifications for reinstatement works in materials to match existing as closely as possible.

4. (2.32) **Fire upgrading of existing doors and their surrounds**

Historic panel doors are generally to be retained where possible and uprated to achieve FD30s rating.

Vision panels are required to doors between offices and circulation areas. Some of the existing doors have already been fitted with vision panels with Georgian wire. It is proposed to replace the existing glazing with clear fire rated glass. Where new vision panels are required, these are to be formed in keeping with the style of existing and in accordance with the details shown on drawing 581-BD4-01.

Historic frames and architraves are to be retained. Some level of refurbishment may be required to improve the condition and integrity. Please refer to the Door Schedule for proposed works to each door.

Where historic panel doors require fire uprating it is to be carried out in accordance with the specification below:

UPRATING WORKS TO HISTORIC PANEL DOORS TO ACHIEVE FD30(S) FIRE RATING, PAINT FINISHED DOORS:

– Materials generally: To BS EN 942.
  Timber species: Any new framing members, lippings required or pieced in repairs should be of timber sourced to match existing. Sample to be provided to CA for approval. Timber must be a good match in terms of grain and colour when finished.
- Panels: Fire resistance of panels to be upgraded by fitting ‘Fireface plus' intumescent sheet material from Sealmaster (01223 832 851) as shown on details as follows:

- Clean/ cut off excess varnish from panel to bead/ moulding joint to give straight edge.
- Cut Fireface plus to tightly scribed fit within beads/moulding panel to detail shown, mitring joints etc as necessary.
- Apply Sealmaster Fireface contact adhesive in accordance with manufacturers instructions and fix Fireface plus to panel. Once dry, smear in a fine bead of Masterseal to fill the gap between the edge of the Fireface plus and the bead/ mouldings to give a smooth surface.
- Carry out cross-pinning to panel retaining beads with steel pins as shown on details.

- Joinery workmanship: As section Z10.
– Adhesive: Repairs to door framing members -urea formaldehyde adhesive, upgrading works to panels -as above.
– Accuracy: To BS 4787:Part 1.
– Finishes:
– Birch ply face of Fireface Plus panels to be finished with oil based primer, then as M60/XXX
Waterbased varnishes must not be used.
- Other requirements: Overhaul doors. The following criteria must be met to achieve an acceptable fit:
  - A door to frame gap of less than 6mm at widest point achieving an average gap of 3mm.
  - Door to fit flat against stop, projecting no more than 3mm proud of the edge of the frame when closed.
  - Fill any gaps between oversized mortices and lock cases with Sealmaster Masterseal.

  Any additional works in connection with upgrading doors are described in the door schedule.

- Edge sealing: Intumescent and smoke sealing as follows:
  - FD30: Sealmaster GRS 44 1mm thick self-adhesive intumescent graphite strip material to door frames (cut to reduced width), covered with three layer veneered facing and lipping to detail to match existing door frame, adhered to strip material with contact adhesive. Finish as M60/XXX to match finish of existing frame.
  - FD30S: As above plus fit cold smoke seal Lorient LE1010.

5. (3.4) **Repairs and redecoration to the skylight**

Skylight aluminium framed with louvered ventilating ends and Georgian wired glass.

Carefully remove flashings and covers for reuse. Unscrew aluminium capping sections on glazing bars.

Remove all Georgian wired glazing cast single glazing and install new laminated glass units with low e coating and opalescent anti glare solar controlling interlayer to reduce heat loss in winter and heat gains in summer. New glazing to be the same shape and size and thickness as original.

Clean all aluminium glazing bars and louvres, and replace all gaskets and seals with new to match existing.

6. (3.5) **Repair to the roof of the property, including flat roofs and slated pitched areas. Treatment of damp in the main roof void.**

Prior to any works complete inspection of concealed pitches that were inaccessible during pre planning works.

Slate Roofs.

Basic Workmanship

- General: Fix slating and accessories to make the whole sound and weather tight at earliest opportunity.

- Setting out: To true lines and regular appearance, with neat fit at edges, junctions and features.

- Fixings for slating accessories: As recommended by manufacturer.

- Gutters and pipes: Keep free of debris. Clean out at completion.

Removing Existing Damaged Slating Generally: Carefully remove slates, battens, underlay, etc. with minimum disturbance of adjacent retained slating. Using “Slate Ripper” or other appropriate tool

Set aside any undamaged slates for reuse.

Single Slate Repairs/Replacement (Tingle) Where Slate Clips Cannot Be Used:

- Before commencing ensure that surrounding slates are securely nailed and fixed.
- General: Fix slating and accessories to make the whole sound and weather tight at earliest opportunity.
- From a thin, 25mm wide Copper strip, make a 'tingle' with single nail hole to hold the replacement slate in place; the length of the tingle to be calculated by locating the batten between the slates underneath the one removed; allow nominally 62mm to form the hook end of the tingle.
- Secure the tingle to the batten through the gap between the two underlying slates.
- Short copper annular ring shank nail to be used, do not puncture the roofing under felt.
- Carefully raise the slates in the row above the tingle and push the new slate up underneath and align the lower edge with the slates to the left and right.
- Bend the lower end of the tingle around the lower edge of the slate and down onto the front of the slate.

Single Slate Repairs/Replacement (Slate Clips) Generally as Stated In Manufacturer's Guidance.

- Before commencing ensure that surrounding slates are securely nailed and fixed.
- General: Fix slating and accessories to make the whole sound and weather tight at earliest opportunity.
- Damaged slates to be removed using "Slate Ripper". Ensure minimum disruption and damage to surrounding slates.

  Ensure that the whole slate is removed including existing nail fixings. Where nail fixings cannot be removed intact ensure remaining nails are either cut or driven home to ensure that they do not protrude above the batten.
- Use proprietary Slate clip suitable fro the size of the slate pitch of the roof and exposure.
- Nominally "Jenny Twin" slate repair fixing from Owens Slate Services Ltd or equivalent product complying with the requirements of BS 5534 2003 to agreement of CA.
- Secure the clip to the slate in accordance with manufacturer's instructions in position to suit battens.
- Do not puncture the roofing under felt.
- Carefully raise the slates in the row above the tingle and push the new slate up underneath and align the lower edge with the slates to the left and right.

Asphalt Flat Roof Areas. Overlay Roofing with felt/liquid-applied system

Carefully remove all surface chippings, debris etc. from the surface of the asphalt. Also Strip and/or remove any felt patch repairs, loose or flaking solar reflective paint, liquid overlays etc. Carefully cut away and remove the existing asphalt skirting from all upstands and perimeter edges and prepare the exposed surfaces to receive the new waterproofing.

Remove Redundant Plinths/Bearers: Carefully break up all redundant concrete plinths/bearers as designated by the client and remove debris from site, providing appropriate surface protection where required. Carry out any repairs necessary to the roof surface in preparation for receiving the new waterproofing.

Repair all cracks and blows in the asphalt and prepare to leave a smooth even surface. Level up deflected areas of asphalt to minimise ponding. Prime all remaining areas receiving the new waterproofing with fast drying bitumen primer and allow to dry.

Dress Waterproofing up Behind Pitched Slates

Remove sufficient courses of slates as indicated above to allow for the new waterproofing to be dressed up a minimum distance of 200mm (and a minimum

vertical height of 150mm from the finished surface level) behind the slates/tiles. Care should be taken on the replacement of the slates. Any existing under slating must be lifted clear and secured. Battens should be temporarily removed for the purpose of laying the new membrane. Should the existing support to the slope be insufficient, provide or extend the lay board as necessary. Reinstate battens (taking care that any rotten or defective timbers are replaced) and slates ensuring that the under slating felt laps over the new waterproofing and that any damaged or degraded under slating is renewed. Any broken, missing or damaged tiles/slates must be replaced to match existing gauge and type.

New Lead Sleeve to Internal Rainwater Outlet: Provide purpose made, site fabricated Code 4 lead sleeve inserts to existing outlets. The sleeve should have a bonding flange of 100 mm minimum. Prime both sides of the flange with fast drying bituminous primer. The flange of the lead sleeve should be positioned between the underlayer and capping sheet. Once the underlayer is applied, heat the surface of the material to activate the bitumen surface and then insert the lead spigot into the existing outlet/downpipe and press down of the lead flange to create an adhesive seal. Heat and then fully bond the capping sheet, cutting and removing the material from the outlet orifice. Fit a proprietary wire basket or plastic leaf guard upon completion.

New Lead Liner to Chute Outlets Through Perimeter Detail: Supply new Code 4 lead chute liners to all drainage chutes. All chute liners are to be site fabricated to suit the individual details with all joints being lead burned. The chute liner should be manufactured to provide a minimum of 100 mm bonding area for the cap sheet waterproofing to lap onto the lead. The flange of the lead sleeve must be positioned between the underlayer and capping sheet to ensure best security. On completion, the lead liner must be turned down and dressed into the hopper head and the ears returned back and chased into the outer wall.

Clean & Prepare Rainwater Outlet (Cast Iron): Carefully remove the retaining bolt, clamping and grille from all cast iron outlets and wire brush the components and bowls to remove all particles of dirt, rust and loose paint. Treat and re-decorate all exposed parts of the outlets with a rust inhibitive paint in accordance with the client's detailed specification.

7. (3.6) **Repairs, repointing, and cleaning of brickwork. Repairing and redecorating of stucco work/ render.**

Cleaning of brickwork and render to be carried out with the aim to remove surface dirt and deposits which are or have the potential to damage the underlying surfaces in the long term. Over cleaning is to be avoided. Samples to be prepared for agreement.

Cleaning to start with dry brushing, selective poultice cleaning, nebulous water wash low pressure rotational vortex cleaning), steam cleaning (DOFF System). Avoid over wetting brickwork / render surfaces.

Take samples of existing bed mortar and render to establish appropriate mix for new/ repair works. Pointing to follow existing method where this is known to be original and effective. Prepare sample areas for approval.

Where appropriate carry out sample analysis of any existing decorative work to establish approach for redecoration.

8. (3.7) **Repair, redecoration and upgrading to existing historic windows, cills, reveals, surrounds.**

Prepare measured drawings of all existing elements including section profiles where appropriate to full size scale, and record photographs annotated on general arrangement drawings. Include reference to glass types. Assess significance and authenticity/ evolution of window elements. Identify timber species, by visual and if necessary sample analysis.

Where appropriate carry out sample analysis of any existing decorative work to establish approach for redecoration.

Prepare specifications for repair works in materials to match existing as closely as possible.

9. (3.8) **Repairs and redecoration to external masonry, including steps and associate features.**

Cleaning masonry where required to be carried out with the aim of removing surface dirt and deposits which are or have the potential to damage the

underlying surfaces in the long term. Over cleaning is to be avoided. Samples to be prepared for agreement.

Cleaning to start with dry brushing, selective poultice cleaning, nebulous water wash low pressure rotational vortex cleaning), steam cleaning (DOFF System). Avoid over wetting masonry surfaces.

Identify by visual or where necessary petrographic analysis types and beds of stone to establish potential for matching stone where stone indent/ replacement is required. Profiles to be agreed particularly where natural erosion of the existing stonework has occurred. Where stone repairs are required prepare samples of mortar for matching purposes. Work to be carried out first as biscuit samples and then in situ when a satisfactory mix has been established.

Where appropriate carry out sample analysis of any existing decorative work to establish approach for redecoration.

10. (3.9) **Repairs and redecoration to external metalwork (including balcony screens and boundary railings.**

External railings, external window bars and balustrade to first floor .

Prior to commencement of work:

Contractor is to submit a detailed method statement and provide a sample area of each element for inspection and agreement with the architect.

Dry abrasive cleaning using metallic abrasive to BS7079 point A1 or other system subject to sample agreement. All rust to be removed.

Cleaning methods:

Flame cleaning: To be used to flash clean iron surfaces following general cleaning and prior to primer application.

Chemical poultice ‘Peelaway’ to remove paint from elements, back to bare metal.

Needle gun: For use in removing paint from small scale and detailed elements of metalwork.

Areas of corrosion are to be brushed to remove loose material. Metalwork to be repaired by a metal conservator and fully coated with rust inhibitor stabilizing anti corrosion paint.

Architect to re-inspect to re-assess extent of additional repair following cleaning and before priming

Install new spear heads and missing detail to replace lost sections to match existing in cast metal, form new pattern mould where necessary.

Carefully review fixings and bedding of railings in stone, to ensure no water traps and bedding lead pockets etc. are intact and provide suitable support. Where fixings are determined to be inadequate by the engineer or ends are severely corroded review dowel or stich repair on site with stainless steel, where masonry has fractured, carry out local repair using stainless steel pins as appropriate method statements in this report.

Painting: Cut away blisters and loose and defective work with wire brush dry abrasive or needle gun back to bare metal as noted above. Apply rust remover to oxidised areas, well brushed into pits and crevices. Treat all remaining oxidised areas, in particular those that are inaccessible and cannot be reached by a wire brush with Fertan and applied in accordance with manufacturer’s instructions. Wash off with white spirit and allow to dry.

Prime: Apply one coat of zinc phosphate or other approved etching primer.

Undercoat with exterior grade undercoat and finish with two coats of oil based paint.

DOOR AND WINDOW SCHEDULE

DANNATT, JOHNSON ARCHITECTS

British Museum
581 - Russell Square

Doors and Windows Schedule

Door Schedule
DRAFT

Contractor to visit site to review doors before pricing

Door Number	Description	Type	Fire Rating	Structural Opening (mm)	Door Frame (mm)	Door Leaf (mm)	Repair Work (internal)	Repair Work (external)	Glazing	Spec Ref	Ironmongery Ref	Notes
Basement												
D-B-01	Existing painted timber door with 6 no. vision panels with frosted glass. Glazed fanlight. Fire exit.	N/A		As existing	As existing	As existing	Redecorate door and frame Remove redundant accessories and fixings to the door. Repair holes to frame New signage	Clean and redecorate door and frame. External grade paint.	As existing		New ironmongery	
D-B-02	New timber doorset with vision panel. Paint finish.	2	FD30s	1000Wx 2100H		926Wx 2057Hx 44T	N/A	N/A			New ironmongery	Refer to drawing 581-BD4-02
D-B-02a	Existing timber doorset with vision panel. Paint finish.	N/A		As existing	As existing	As existing	Existing door and frame to be redecorated and locked shut. Privacy film to glass.	N/A	As existing			
D-B-03	New timber doorset. 6 panel door leaf with vision panel. Paint finish.	1	FD30s	1020Wx 2100H		926Wx 2057Hx 44T	N/A	N/A			New ironmongery	Refer to drawing 581-BD4-01
D-B-04	New timber leaf with vision panel.	2	FD30s	As existing	As existing	823Wx 1980H x 44D	Redecorate frame	N/A			New ironmongery	Refer to drawing 581-BD4-02
D-B-05	Cupboard door under stair 1.	N/A	TBC	As existing	As existing	As existing	New fire rated seals. Redecorade door and frame	N/A	N/A			
D-B-06	Painted existing timber flush door.	N/A		As existing	As existing	As existing	Remove plastic plate on door leaf. Infill holes. Remove coat hook. Redecorate door and frame	N/A	N/A		New ironmongery, door closer and kick plate on both sides.	
D-B-07	New timber flush doorset to WC. Paint finish.	3		800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A	N/A		New ironmongery	Refer to drawing 581-BD4-03
D-B-08	New timber flush doorset to WC. Paint finish.	3		800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A	N/A		New ironmongery	Refer to drawing 581-BD4-03
D-B-09	Existing painted timber flush door.	N/A		As existing	As existing	As existing	Remove plastic plate on door leaf, infill holes. Remove coat hook. Redecorate door and frame	N/A	N/A		New ironmongery and kick plate on both sides.	
D-B-10	Existing fire exit. Large painted timber flush door.	N/A		As existing	As existing	As existing	Redecorate door and frame	Provide threshold and new door seal. Redecorate external grade paint.	N/A		New ironmongery	Door opens in Internally is in good condition
D-B-11	Existing timber flush door. Paint finish.	N/A		As existing	As existing	As existing	Redecorate door and frame	Redecorate. External grade paint.	N/A			
D-B-12	Existing flush timber painted door leaf.	N/A		As existing	As existing	As existing	Plastic plate to be removed and holes infilled. Redecorate door and frame	N/A	N/A		New ironmongery New kick plate to corridor side	Existing door has fire rated seals.
D-B-13	New timber flush doorset to plant room. Paint finish.	3	FD 30s	1000Wx 2100H		926Wx 2057Hx 44T	N/A	N/A	N/A			Refer to drawing 581-BD4-03
D-B-14	New timber flush doorset with vision panel. Paint finish.	2	FD 30s	800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A			New ironmongery	Refer to drawing 581-BD4-02
D-B-15	Existing timber doorset. Paint finish.	N/A		As existing	As existing	As existing		N/A	N/A		New ironmongery	
D-B-16	New door and fanlight in existing enlarged window opening.	4		width as existing, height to suit new opening.		width to suit new opening, height to be determined on site following opening up works.	N/A	N/A			New ironmongery	Refer to Drawing 581-BD4-04 and 05
Ground Floor												
D-G-01	Existing external double timber panel door. Arched fanlight with clear glazing. Fire exit.	N/A		As existing	As existing	As existing	Remove overhead heater and mini trunking. Existing access control to door, BM to advise requirements. Paint has chipped where the doors meet. Provide brass edge trims. Redecorate door and frame	Mail box not working. Remove infill panel and restore working order. External grade paint. Bead to passive door is chipped and grazed. Repair and replace damaged sections. Threshold seals to door leaves to be replaced. Repair and infill dents, chipped areas and scratches to the door. New weather seals	N/A		Original brass ironmongery to remain. One drop bolt and one flush bolt to passive leaf. Ease operation to ironmongery. New access control and security?	Brass signage to door. BM to confirm if required to remain. Security Camera above the door BM to confirm if to remain.
D-G-02	Existing 6 panel timber door with vision panel. Plasterboard infill on lobby side.	N/A	FD 30s	As existing	As existing	As existing	Plasterboard infill to be removed. Historic architrave to be repaired and redecorated. Repair fixing holes in frame. From the office side, repair and redecorate door leaf and architrave. Replace Georgian wire glass to vision panel with clear fire rated glass. Redecorate door and frame	N/A			New ironmongery	
D-G-03	Existing six panel timber door leaf with vision panel.	N/A	FD 30s	As existing	As existing	As existing	Georgian wire glass to vision panel on door to be replaced with clear fire rated glass. Architraves and door leaf to be repaired and redecorated. From the office side, architrave is dented. Piece in timber to bottom right hand side style. Architrave is different on the inside. Original architrave possibly replaced.	N/A			New ironmongery New door closer, signage Kick plate on stair side to remain.	
D-G-04	New timber leaf in existing framed opening. Vision panel. Paint finish.	2	FD 30s	As existing	As existing	Leaf to suit opening	Frame and architraves to be redecorated.	N/A			New ironmongery	Alarm and cabling is fixed to door frame. The frame has ben drilled through. This compromises the fire rating. BM to advise if the door frame is to be replaced.

Door Number	Description	Type	Fire Rating	Structural Opening (mm)	Door Frame (mm)	Door Leaf (mm)	Repair Work (internal)	Repair Work (external)	Glazing	Spec Ref	Ironmongery Ref	Notes
D-G-05	New timber doorset with vision panel.	2	FD 30s	As existing	As existing	Leaf to suit opening	N/A	N/A			New ironmongery	Refer to drawing 581-BD4-02
D-G-06	New timber flush doorset to cleaners' cupboard. Paint finish.	3	FD 30s	800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A	N/A			Refer to drawing 581-BD4-03
D-G-07	New external timber flush doorset in existing opening.	4		As existing	to suit opening	to suit opening		External grade paint finish.			New ironmongery	BM to advise on access control reader.
											Kick plate externally	Refer to drawing 581-BD4-04
D-G-08	Existing timber 6 panel door. Paint finish. New vision panel to door leaf.	1	FD 30s	As existing	As existing	As existing	Vision panel with clear glazing to be formed in door leaf.	N/A			New ironmongery, signage and door closer	Door frame has been drilled through so the fire rating is compromised.
							Coat hooks, door signage and ironmongery to be removed, infill holes.				New kick plate to stair side	BM to confirm if door frame is to be replaced.
							Redecorate frame and door.					Refer to drawing 581-BD4-01
D-G-09	Refer to drawing 581 BD5 01 and 02											
D-G-10	Refer to drawing 581 BD5 01 and 02											
D-G-11	New timber doorset in enlarged window opening. Glazed fanlight. Fire exit.	5		width as existing, height to suit new opening.		width to suit new opening, height to be determined on site following opening up works.	Make good structural opening and walls.	External bars to be removed.			New ironmongery	Refer to drawing 581-BD4-04 and 05
							Remove existing window frame.	External grade paint finish.				
D-G-12	Existing external metal doorset.		N/A	As existing	As existing	As existing	N/A	Redecorate. External grade paint.	N/A		New ironmongery?	BM to confirm access and security requirements.
First Floor												
D-F-01	Existing original timber frame and architrave, 6 panel timber door leaf with vision panel. Painted finish.	N/A	FD 30s	As existing	As existing	1028W x 2272H (l.h.s) x 2255H (r.h.s) Leaf: 45mm thick as existing	Remove Georgian wire glass and replace with fire rated clear glazing.	N/A			New ironmongery	Lion head ornament missing on office side (r.h.s.).
							Remove blind above vision panel.				New door closer, signage	
							Remove coat hook.				Kickplate to stair side only	
D-F-02	Existing original timber frame and architrave, 6 panel timber door leaf with vision panel. Painted	N/A	FD 30s	As existing	As existing	1036W x 2252H (r.h.s) x 2254H (l.h.s) as existing	New vision panel with clear glazing.	N/A			New door closer, signage	
							Remove existing signage on door. Redecorate door and frame.				New ironmongery	
											Kickplate to stair side only	
D-F-03	Existing 6 panel timber door leaf in painted timber frame.	1	FD 30s	As existing	As existing	Leaf to suit opening	Vision panel with clear fire rated glazing to be formed in door leaf.	N/A			New kick plate on stair side	Exisitng frame has been compromised. New frame will be required to achieve FR. BM to confirm.
	New clear glass vision panel										New door closer and signage	Refer to drawing 581-BD4-01
D-F-04	Existing timber doorset in annexe. Paint finish.	N/A		As existing	As existing	As existing		N/A				BM to confirm access and security requirements.
Second Floor												
D-S-01	New 6 panel timber doorset in new opening. Vision panel with clear glazing. Paint finish.	1	FD 30s	900Wx 2100H		826Wx 2057Hx 44T		N/A			New ironmongery	Refer to drawing 581-BD4-01
D-S-02	New 6 panel timber door leaf in existing opening. Vision panel with clear glazing. Paint finish.	1	FD 30s	As existing	As existing	Leaf to suit opening	Fire seals on leaf	N/A			New ironmongery	Contractor to measure on site.
						Existing door stops are 25Wx45D					New door closer, signage	Refer to drawing 581-BD4-01
D-S-03	New flush timber leaf in existing opening. Vision panel with clear glazing. Paint finish.	2	FD 30s	As existing	As existing	Leaf to suit opening	Fire seals on leaf	N/A			New ironmongery	Contractor to measure on site.
											New door closer, signage	Refer to drawing 581-BD4-02
D-S-04	New flush timber door leaf in existing opening to WC.	3	FD 30s	As existing	As existing	Leaf to suit opening	Fire seals on leaf.	N/A			New ironmongery	Contractor to measure on site.
						Existing door stops are 25Wx45D					New door closer, signage	Refer to drawing 581-BD4-03
Third Floor												
D-T-01	New timber doorset. 6 panel door leaf with vision panel. Paint finish.	1	FD 30s	1000Wx 2100H		926Wx 2057Hx 44T	N/A	N/A			New ironmongery	Refer to drawing 581-BD4-01
D-T-02	New six panel timber door leaf with vision panel and existing glazed sidelight.	1	As existing	As existing	As existing	Leaf to suit opening	Redecorate frame and architraves	N/A			New ironmongery	Stops 13 x 70mm Chamfered face
											Lockcase, latch and deadlock	Architraves 45 x 16mm chamfered/softened
											Deep escucheon (outer face)	Refer to drawing 581-BD4-01
							Privacy film to side light and vision panel				Oval cylinder and thumbturn	
											Lever handle both sides	
											Kick plate both sides	
											Pair and a half hinges	
D-T-03	New timber flush doorset to WC. Paint finish.	3		800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A	N/A		New ironmongery	Refer to drawing 581-BD4-03
D-T-04	New timber flush doorset to WC. Paint finish.	3		800Wx 2100H		726Wx 2057Hx 44T	N/A	N/A	N/A		New ironmongery	Refer to drawing 581-BD4-03
D-T-05	New timber flush doorset to Cleaners cupboard. Paint finish.	3		700Wx 2100H		626Wx 2057Hx 44T	N/A	N/A	N/A		New ironmongery	Refer to drawing 581-BD4-03

DANNATT, JOHNSON ARCHITECTS

British Museum
581 - Russell Square

Doors and Windows Schedule

Window Schedule
PLANNING

Window Number	Description	Structural Opening (mm)	Window Frame (mm)	Repair Work (internal)	Repair Work (External)	Ironmongery	Notes
Basement							
W-B-01	Existing sash window. Metal bars to window externally.	As existing	As existing	Sash weights to be replaced.	Refix parting beads.	Replace missing ironmongery.	Window currently operated via pull cords.
				Top sash to be eased and rebalanced.	Repair frame externally and redecorate.		
				Internal sash beads to be redecorated and refixed.	Left hand side frame from stair to be stripped of paint and condition to be reassessed?		
				Window film to be replaced.	Reputty glazing		
				Window blind to be removed.			
				Repair bottom sash to full operation.			
W-B-02	Existing sash window. Metal bars to window externally.	As existing	As existing	Georgian wire glass to be replaced with clear.	Sash frame to be redecorated.		Window not accessible to survey internally.
				Ventaxia unit to be removed.	Stone cill to be sanded at an angle to drain water.		
				Top sash is fixed shut. Window sashes to be repaired to full operation.	Strip metal bars of paint to bare metal and redecorate.		
					Reputty glazing.		
W-B-03	Existing sash window. Metal bars to window externally.	As existing	As existing	Bottom sash is painted in. Release to full operation.	External bars to window to be cleaned and redecorated.	Replace missing ironmongery to bottom sash.	
				Weights and cords condition to be checked and repaired if necessary.	Paint to be stripped and frame to be redecorated.		
				Cords have been painted over.	Reputty glazing.		
				Top sash does not seal against to the head of the window.			
				It is not clear whether top sash is operable. Allow for easing and adjusting.			
W-B-04	Existing timber framed window to WC.	As existing	As existing	Georgian wire glass to be replaced with frosted.	Timber cill to be redecorated.		
				Internal timber cill to be replaced.			
W-B-05	Existing fixed sash window to plant room.	As existing	As existing	Unable to survey from inside.	Glazing need to be reputtied.		
					Remove inset panel to the lower glazing of bottom sash and cable trays.		
					Frame and glazing to be reinstated to match existing.		
W-B-06	Existing sash window with 2 fixed side lights.			Sash weights to be rebalanced.	External cill paint to be stripped out and redecorated.	Ironmongery is missing on the lower sash.	Windows in good condition generally.
				Ease and adjust window operation.		Replace missing ironmongery.	BM to advise level of refurbishment to Annexe windows.
				Remove ventaxia in top panel of right hand side sidelight			
Ground Floor							
W-G-01	Existing sash window with timber panelling/ shutters to window reveal.	As existing	As existing	Replace parting beads and brush seals.		Brass ironmongery to be cleaned and polished.	
				Top sash is operable but needs rebalancing.			
				Rebalance bottom sash.			
				Sash bolts to be replaced.			
				Cracking to internal timber panels to be repaired. Repair holes in frames.			
W-G-02	Existing sash window with timber panelling/ shutters to window reveal.	As existing	As existing	Rebalance bottom sash.	Cill in good condition.		
				Weather seals on the parting beads to be replaced.			
				Top sash is operable. To be rebalanced.			
				Cracking to internal timber panels/ shutters to be repaired.			
				Repair holes in frames.			
W-G-03	Existing sash window with timber panelling/ shutters to window reveal.	As existing	As existing	Bolts to bottom sash to be replaced.	Replace bottom sash brush seals around the frame with new.	Brass ironmongery to be cleaned and polished.	Generally, bottom sash is in good condition. Window is in good condition externally.
				Bottom sash springs to be eased.			
				Replace bottom sash weather seals on the parting beads.			
				Top sash is fixed shut. Adjust to operate and replace springs. Repair holes to bottom rail.			
				Remove window blind.			
				Internal timber panel and architrave show signs of cracking and flaking paint. Strip paint and redecorate.			
W-G-04	Blind window						
W-G-05	Blind window						
W-G-06	Existing round window.	As existing	As existing	Graphics to glass to be removed.	Remove external graphics to glass.		
				Information board in front of window to be removed.	To replace external timber bead around glazing.		
				Internal window glazing and frame were not accessible to survey.	Frame to be redecorated.		
					Clear and redecorate render.		
W-G-07	Existing timber fixed window with secondary glazing.	As existing	As existing	Frame to be redecorated.	Flaking paint to be removed. Frames to be sanded and repainted. Repair crack to render. Architrave moulding at head of window to be repaired.		
					Crack to left hand side architrave above cill to be repaired.		
W-G-08	Existing round window.	As existing	As existing	Graphics to glass to be removed.	Repair cracks to render moulding.		
				Frame to be redecorated.	Reputty glazing.		
W-G-09	Existing timber sash window with panel shutters	As existing	As existing	Frame require repair and refixing. Window to be reputtied and reglazed.	Replace glazing with frosted glass.	Ironmongery is either missing or painted over.	Parts of the window were not able to survey.
				Make good walls.	Reputty glazing		Windows in poor condition.
				Window sashes are painted in. Top sashes do not meet the top of the frame.			
				Windows are not operable.			
				Broken cord on the right hand side of sash. All other cords have been painted in.			
				Solid panels fixed to glazing to be removed.			
				Ventaxia to be removed.			
				Frame to be stripped of tiling and cables and redecorated.			
				Window shutters are painted in and not operable.			

Window Number	Description	Structural Opening (mm)	Window Frame (mm)	Repair Work (internal)	Repair Work (External)	Ironmongery	Notes
W-G-10	Existing timber sash window with secondary glazing.	As existing	As existing	Both sashes are painted shut.			Internally in good condition. BM to advise level of refurbishment to Annexe windows.
W-G-11	Existing timber sash window with secondary glazing.	As existing	As existing	Both sashes are painted shut.		No ironmongery on existing windows.	BM to advise level of refurbishment to Annexe windows.
W-G-12	Existing timber sash window with secondary glazing.	As existing	As existing	Both sashes are painted shut.		No ironmongery on existing windows	BM to advise level of refurbishment to Annexe windows.
W-G-13	Existing timber window.	As existing	As existing	Bottom sash has a casement opening in the centre which does not meet the frame.	External cill and window reveal to be stripped of paint and redecorated.	Existing ironmongery needs adjusting and refitting.	Sash window has been modified: top sash - fixed shut. Bottom sash replaced with casement opening in centre and 2 fixed side lights.
				New brush seals required to window frame.			BM to advise level of refurbishment to Annexe windows.
W-G-14	Existing timber sash window.	As existing	As existing	Top sash is painted in, adjust to operate.	Parting beads to be refixed and cill to be redecorated externally.		Bottom sash operates by cord.
							Georgian wire glass on both sashes.
							BM to advise level of refurbishment to Annexe windows.
W-G-15	Refer to drawing 581 BD5 01, 02						
W-G-16	Refer to drawing 581 BD5 01, 02						
First Floor							
W-F-01	Existing timber sash window.	As existing	As existing	Remove blinds and blind tracks.	Reputty glazing.	Intact	
				Replace sash locks and spring balances.	Replace parting beads.		
				Ease bottom sash.	Replace main beads.		
				Top sash is operable, ease to operate.			
				Repair top sash bottom rail around old fixing positions.			
				First set of transoms on top sash to be made good (impact damage).			
				Brush seals on bottom sash to be replaced.			
				Replace window film.			
W-F-02	Existing timber sash window.	As existing	As existing	Original sash lock is operable. New cap required.	Reputty glazing.		
				Remove blinds and blind tracks.	Replace parting beads.		
				Replace sash locks and spring balances.	Replace main beads.		
				Ease bottom sash.			
				Top sash is operable, ease top sash.			
				Repair top sash bottom rail around old fixing positions.			
				Brush seals on bottom sash to be replaced.			
				Replace window film.			
				Repair top sash bottom 2 transoms (impact damage).			
				Clean glass from tape marks.			
				Lion head ornaments missing on architrave.			
W-F-03	Existing timber sash window.	As existing	As existing	Remove blinds and blind tracks.	Reputty glazing.	Intact	
				Replace sash locks and spring balances.	Replace parting beads.		
				Ease bottom sash.	Replace main beads.		
				Top sash is operable, ease operation.			
				Repair top sash bottom rail around old fixing positions.			
				Brush seals on bottom sash to be replaced.			
				Replace window film.			
W-F-04	Blind window						
W-F-05	Blind window						
W-F-06	Double casement unit with a window latch.	As existing	As existing	Top light is fixed.	Reputty both sides.		
				Each casement has two bolts each. Replace all bolts.	Sections of the timber frame on right hand side of fixed light need to be pieced in.		
				Remove old blind fixings and make good frame.	Cement render on brick reveal to be carefully removed. Brick and timber repairs.		
				Bottom stop: piece in and repair where ironmongery has been removed.	Right hand side opening casement: bottom rail and meeting mullion require timber sections to be pieced in.		
				Remove and replace window film.			
				Meeting transom to be made good - infill holes and repair.			
W-F-07	Blind window						
W-F-08	Blind window						
W-F-09	Existing timber sash window with secondary glazing.	As existing	As existing	Top sash fixed shut.	Redecorate externally. Generally in good condition.	Intact but painted over.	BM to advise level of refurbishment to Annexe windows.
				Bottom sash operable.			
				Secondary glazing.			
W-F-10	Existing timber sash window with secondary glazing.	As existing	As existing	Top sash is painted in.	External cill is in good condition. Redecorate.	Intact but painted over.	BM to advise level of refurbishment to Annexe windows.
				Infill holes to top sash frame.			
				Bottom sash operable.			
				Secondary glazing.			
W-F-11	Existing timber sash window with secondary glazing.	As existing	As existing	Bottom sash operable.	Redecorate externally. Generally in good condition.	Intact but painted over	BM to advise level of refurbishment to Annexe windows.
				Top sash is not operable.			
				Window has sash bolt locks.			
				Secondary glazing.			

Window Number	Description	Structural Opening (mm)	Window Frame (mm)	Repair Work (internal)	Repair Work (External)	Ironmongery	Notes
W-F-12	Existing timber sash window.			Both sashes operate. Top sash is fixed shut.	Parting beads on r.h.s. to be refixed. cill to be redecorated.	Intact	BM to advise level of refurbishment to Annexe windows.
W-F-13				No lock to window. Bottom sash works.	External cill to be repainted.		BM to advise level of refurbishment to Annexe windows.
W-F-14	Blind window						
W-F-15	Existing timber sash window.	As existing	As existing	Both sashes are painted in. Adjust to operate. Sash cords and pulleys have been painted in. Window film to be replaced.	External cill has rotted. Timber to be pieced in. Parting beads to be replaced? Reputty glazing.	Original ironmongery is overpainted. Clean paint off ironmongery. Remove ironmongery, strip paint and refix. Different type sash lock (twist) but appears original.	
W-F-16	Existing curved sash window with side lights and fanlight.	As existing	As existing	Middle sash: bottom sash has rotten. New sections of timber to be cut in. Spring balance to be replaced. Surface mounted foam seals to be removed. Left top sash is operable but requires easing and replacement of spring balances. L.h.s. sash: bottom sash needs easing. Piece in timber at low level bottom rail. Right top sash is inoperable. Replace springs and ease. Remove blinds. Spring balances on sashes. R.h.s. sash: top sash is painted in and there are security bolts. Fixed light is in good condition.	Reputty glazing. R.h.s. sash: cill to be filled and sanded to drain water. Parting beads to be replaced. External cill required substantial amount of piecing in new timber to left, right and centre (worse on left). L.h.s. sash: external cill timber repairs to be extended to the l.h.s. section. Cill to be sanded to fall for drainage.	Capping piece on lock to be replaced.	
Second Floor							
W-S-01	Existing timber sash window.	As existing	As existing	Replace spring balance. Both sashes needs easing. Top sash is painted in. Adjust and make operable. Replace sash springs on both sashes.	Replace window stops on bottom sash.	There are sash bolts.	
W-S-02	Existing timber sash window.	As existing	As existing	Remove blinds. Reglaze top left hand side glass on bottom sash. Remove spring balance on bottom sash. Top sash is operable. Both sashes needs easing.	Relatively good condition. Parting beads: replace left hand side bead. Putty appears in reasonable condition.	Intact There are sash bolts.	
W-S-03	Existing timber sash window.	As existing	As existing	Replace sash springs on both sashes. Top sash is painted in. Adjust and make operable. Remove blinds. Reglaze top left hand side glass on bottom sash.	Cracks in lintels to be repaired. Replace parting bead on right hand side Reputty glazing. Repair external stone cill.		
W-S-04	Blind window						
W-S-05	Blind window						
W-S-06		As existing	As existing	New curved bottom rail. Repairs to mullions on bottom sash (lower sections to be replaced). Ease in both sashes, top sash is operable. Reputtying is not required. Repair right hand side architrave following partition strip out.	Remove flaking paint and redecorate.	Intact	Two sash bolts on top rail of bottom sash.
W-S-07	Blind window						
W-S-08	Blind window						
W-S-09	Blind window						
W-S-10	Blind window						
W-S-11	Existing curved timber sash window with side lights and fanlight.	As existing	As existing	Repairs to mullions on bottom sash (lower sections to be replaced). Spring balances on side windows. Ease operation. New sash balances to central window. Top sash is operable. Ease operation. Top sash spring balances to be replaced. Remove blinds. New curved bottom rail. Right hand sash requires easing. Top sash to be released. Replace spring balances? Top sash is painted shut.	Reputty glazing. External cill to be repaired. Sand and plane cill to fall (drain). Central cill is in bad condition: poor timber to be removed and new timber pieced in. Replace parting beads. Left hand sash: poor filling in right hand corner to be done before repair care, parting beads need replacing. Take out and replace window stops.	Intact There are sash bolts.	
W-S-12	Existing timber sash window to mezzanine.	As existing	As existing	New catch on top. Ease fanlight to operate. Remove falsework cill. Reglaze window. Repair or replace architraves.			Window to be opened for inspection.
Third Floor							
W-T-01	Existing timber sash window	As existing	As existing	Reputty lower sash. Top sash is fixed shut, allow for releasing it.	Window cill knot in the centre requires fill repair and redecorating. Allow for paint stripping and redecoration. Left reveal require filling and repair. Reputty both sashes externally.	Refix and realign the window lock.	
	Secondary glazing	As existing	As existing	Clean glazing. Repair split mdf bead on top. Infill holes on upvc frame on left hand side. Remove blind.			

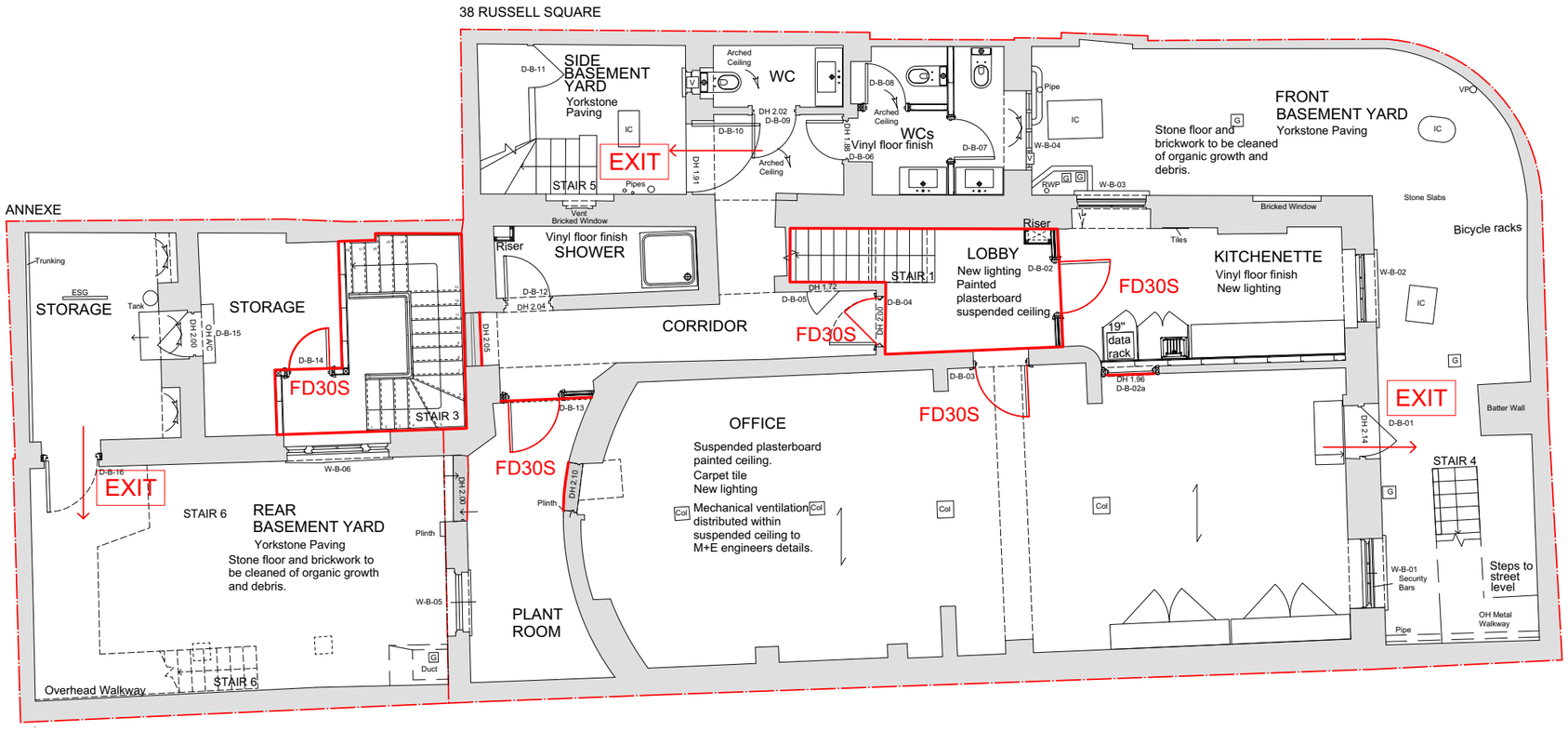
Window Number	Description	Structural Opening (mm)	Window Frame (mm)	Repair Work (internal)	Repair Work (External)	Ironmongery	Notes
W-T-02	Existing timber sash window	As existing	As existing	Bottom sash rail to be refixed.	Remove organic growth on cill.	In place, and working.	Poor decorative condition
				Timber repairs due to rot on left hand side	Repair cill due to rot (cut out rotten sections and replace, approx. 50%).		Allow for taking out the secondary glazing to carry out the repair works and refitting.
				Top sash is fixed/ painted in, allow for releasing.	Reputty glazing.		
				Redecorate.	Remove mastic.		
	Secondary glazing	As existing	As existing	Clean glazing.			
				Infill holes on upvc frame on left hand side.			
				Repair split mdf top bead.			
				Remove blind.			
W-T-03	Existing timber sash window	As existing	As existing	Bottom rail of bottom sash to be refixed.	Local repointing of left hand side reveal against render.	Lifts and lock intact	Unable to inspect sash cords to top sash because they are fixed.
				Replace bottom internal bead to match.	Replace parting bead on both sides.		
				Bottom rail, top sash to be repaired and refixed.	Reputty glazing.		
				Top sash is fixed/broken, adjust to full operation.			
				Bottom sash, repair and filling on lower face left hand side.			
				Sashes to be adjusted to meet properly.			
	Secondary glazing	As existing	As existing	Remove blind.			
				Clean frame.			
				Replace timber batten.			
				Infill holes on left hand side reveal.			
W-T-04	Blind window						
W-T-05	Blind window						
W-T-06	Existing timber sash window	As existing	As existing	Reglaze with clear glass.	Decorate externally.	Replace lifts with brass	
				Top sash is fixed shut, adjust to operate.	Piece in new timber section on outer face of sash box.		
				Remove internal cill tiled wall build-up.	Replace parting bead on both sides.		
				Replace box linings on right hand side sash box.			
				New bottom internal bead.			
				Top sash, make good on top rail.			
				New internal beads around window to bottom sash.			
W-T-07	Blind window						
W-T-08	Blind window						
W-T-09	Existing timber sash window	As existing	As existing	Bottom rail of bottom sash to be refixed and rejointed.	Cill to be cut out and refitted on sky face and left hand side	Intact	
				Bottom sash to be eased to close.	Rot on top face to be cut and replaced with timber on top and right hand side		
				Top sash to be rebalanced and rehung.	Parting beads on both sides to be replaced.		
				Bottom rail of top sash to be refixed and rejointed.	Reputty glazing.		
				Replace broken glass on bottom sash.			
				Remake bottom rail of top sash to match thickness of bottom sash.			
				Top sash is operable.			
				Refix front lipping of cill.			
	Secondary glazing	As existing	As existing	Clean and decorate the upvc frames			Temporary remove glazing to carry out works to sash windows.
				Remove blind.			
				Infill holes to frame on left hand side			
W-T-10	Blind window						
W-T-11	Existing timber curved sash window (middle section)	As existing	As existing	Damp issues beneath cill on inner face of wall.	Two timber strips to external face of cill, secure and fill for a smooth sky surface.	Intact	
				Curved central sash on springs (not cords).	Reputty glazing.	Adjustments and realignments required.	
				Top sash is fixed shut.	Replace parting bead on both sides.		
				Generally in good condition.	Bottom of external cill split on inner face (left hand side) carefully remove loose timber and cut in new section.		
				Bottom central sash - cut out loose knot and infill.			
				Fill and repair internal cill.			
	Left sash (on springs)	As existing	As existing	Top sash fixed, allow for easing and replacing balance springs.	Replace parting bead on both sides.	Intact	
					Two timber strips to external face of cill, secure and fill for a smooth sky surface.	Adjustments and realignments required.	
					Cut out defective fill and rot damage to cill.		
					Inner face of external cill at junction with centre sash, large hole missing timber carefully piece in replacement.		
					Reputty glazing.		
					Remove and refix sash stop to bottom of outer top sash frame.		
	Right sash (on springs)	As existing	As existing	Ease both sashes.	Reputty glazing.	Intact	
					Two timber strips to external face of cill, secure and fill for a smooth sky surface.	Adjustments and realignments required.	
					Cut out defective fill and rot damage to cill.		
					Inner face of external cill at junction with centre sash, large hole missing timber carefully piece in replacement.		
	Secondary glazing	As existing	As existing	Casements on either sides of window still remain.			
				Clean and decorate the upvc frames and casements.			
				Replace the lock both sides (key is missing).			
				Carefully cut out defective mastic pointing at head and make good filling.			
				Remove existing blinds on existing left and right casements and make good fixing holes.			
				Remove existing blinds above sliding sash and make good fixing holes.			
				Make good old casement fixing holes to right hand side of sliding sash.			
				Cut in new curved timber section as infill of old UPVC frame at sliding sash.			

FIRE PLAN DRAWINGS

Note:

All dimensions to be confirmed on site. Any discrepancies to be reported to the architect . Do not scale from this drawing. If in doubt please contact the architect.

Please refer to Structural and Services Engineers drawings and specifications for details.



KEY

- 60min Fire Rated Enclosure/ construction
- FD30S Proposed fire rated door to 30min integrity and insulation
- Final Exit
- EXIT
- Site Area

N

0 1 2 3 4 5 M

No	Date	By	Comments

Revisions

RIBA Stage 4

Drawing Status

BRITISH MUSEUM
38 Russell Square

Dannatt, Johnson Architects
Unit 1 The Wireworks, 77 Great Suffolk Street, London SE1 0BU
Telephone (020) 7357 7100 Fax (020) 7357 7200

Title

Basement Fire Strategy Plan

Drawing Number

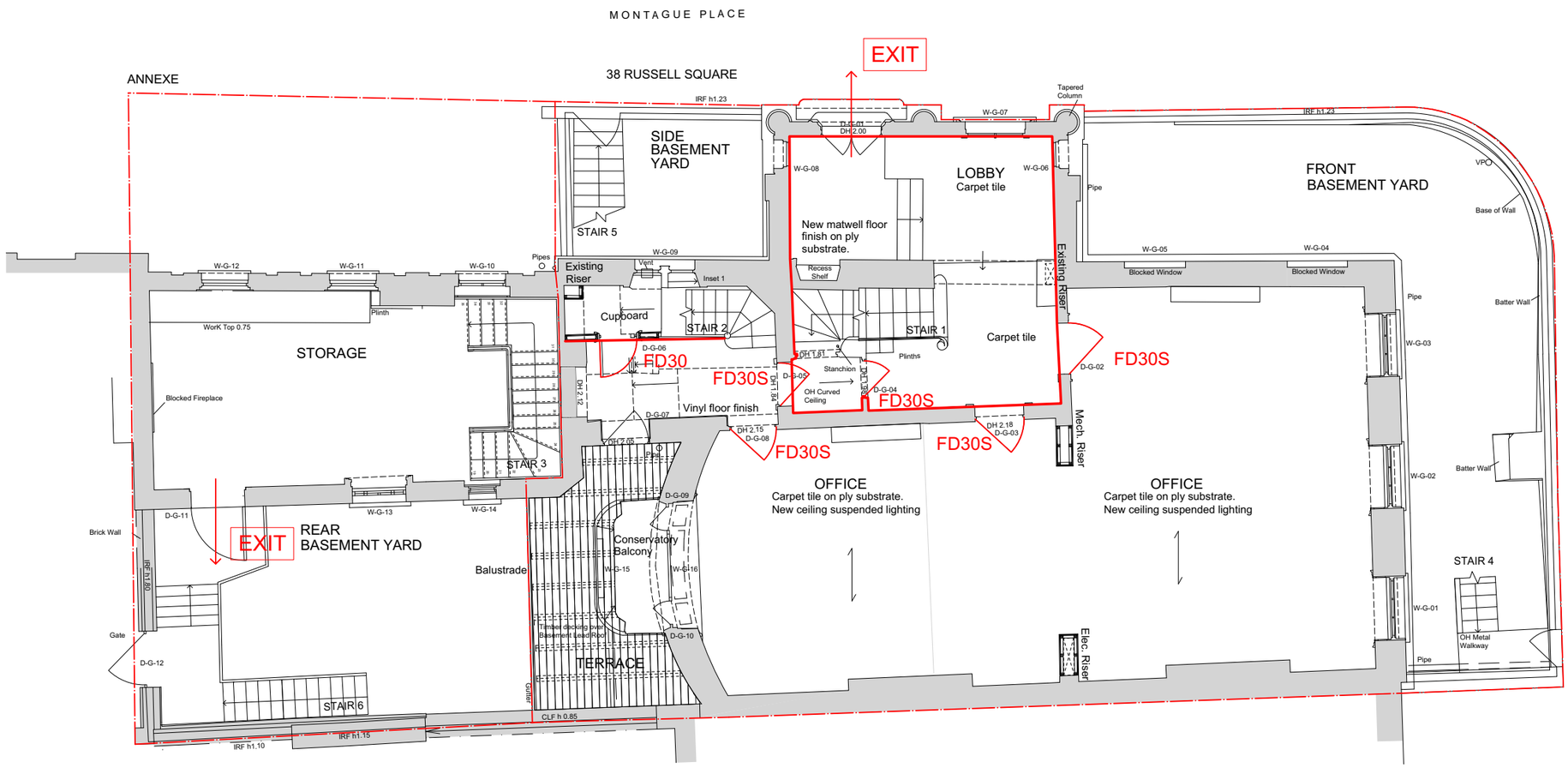
581 WD 01-05

Drawn	Checked	Scale	Date	Revision
JG	YN	1:50 @ A1 1:100 @ A3	Mar 2017	-

Note:

All dimensions to be confirmed on site. Any discrepancies to be reported to the architect . Do not scale from this drawing. If in doubt please contact the architect.

Please refer to Structural and Services Engineers drawings and specifications for details.



RUSSELL SQUARE

KEY

- 60min Fire Rated Enclosure/ construction
- FD30S — Proposed fire rated door to 30min integrity and insulation
- Final Exit
- EXIT
- Site Area

0 1 2 3 4 5 M

No	Date	By	Comments
Revisions			

RIBA Stage 4

Drawing Status

BRITISH MUSEUM
38 Russell Square

Dannatt, Johnson Architects
Unit 1 The Wireworks, 77 Great Suffolk Street, London SE1 0BU
Telephone (020) 7357 7100 Fax (020) 7357 7200

Title

Ground Floor Fire Strategy Plan

Drawing Number

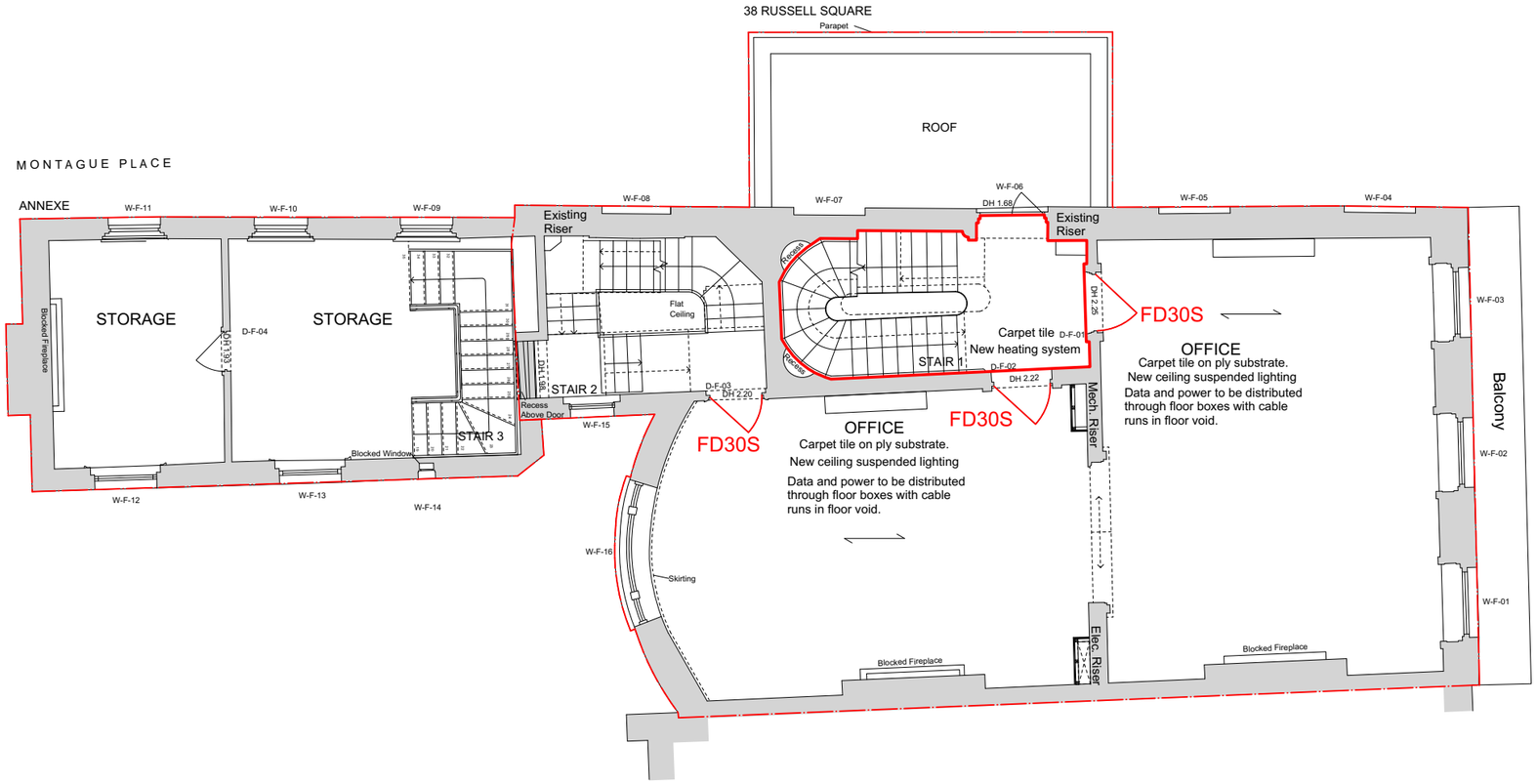
581 WD 02-05

Drawn	Checked	Scale	Date	Revision
JG	YN	1:50 @ A1 1:100 @ A3	Mar 2017	-

Note:

All dimensions to be confirmed on site. Any discrepancies to be reported to the architect . Do not scale from this drawing. If in doubt please contact the architect.

Please refer to Structural and Services Engineers drawings and specifications for details.



KEY

60min Fire Rated Enclosure/ construction

FD30S Proposed fire rated door to 30min integrity and insulation

Final Exit

Site Area

0 1 2 3 4 5 M

No	Date	By	Comments

Revisions

RIBA Stage 4

Drawing Status

BRITISH MUSEUM
38 Russell Square

Dannatt, Johnson Architects
Unit 1 The Wireworks, 77 Great Suffolk Street, London SE1 0BU
Telephone (020) 7357 7100 Fax (020) 7357 7200

Title

First Floor Fire Strategy Plan

Drawing Number

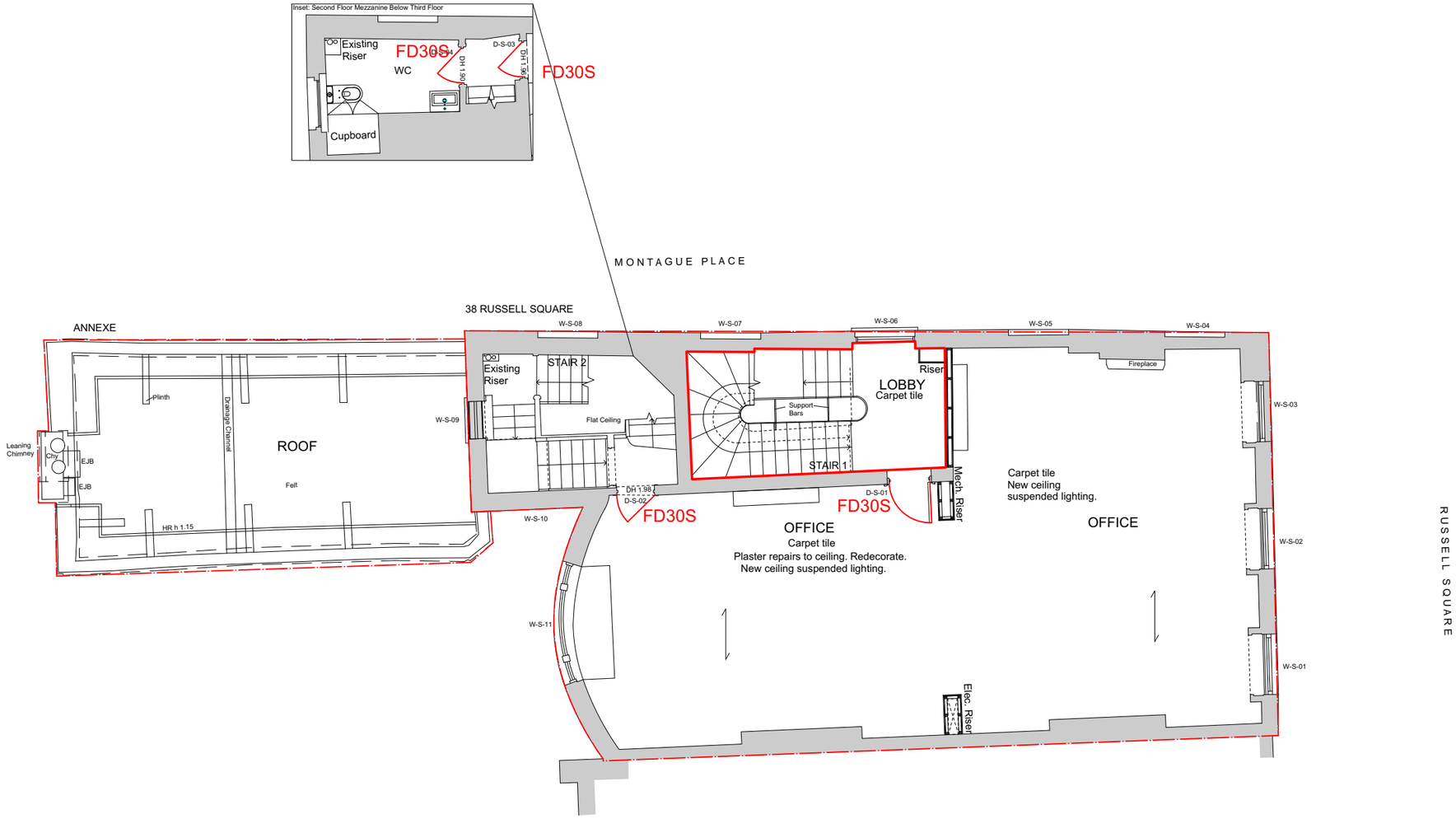
581 WD 03-05

Drawn	Checked	Scale	Date	Revision
JG	YN	1:50 @ A1 1:100 @ A3	Mar 2017	-

Note:

All dimensions to be confirmed on site. Any discrepancies to be reported to the architect . Do not scale from this drawing. If in doubt please contact the architect.

Please refer to Structural and Services Engineers drawings and specifications for details.



KEY

60min Fire Rated Enclosure/ construction

FD30S Proposed fire rated door to 30min integrity and insulation

Final Exit

Site Area

0 1 2 3 4 5 M

No	Date	By	Comments

Revisions

RIBA Stage 4

Drawing Status

BRITISH MUSEUM
38 Russell Square

Dannatt, Johnson Architects
Unit 1 The Wireworks, 77 Great Suffolk Street, London SE1 0BU
Telephone (020) 7357 7100 Fax (020) 7357 7200

Title

Second Floor Fire Strategy Plan

Drawing Number

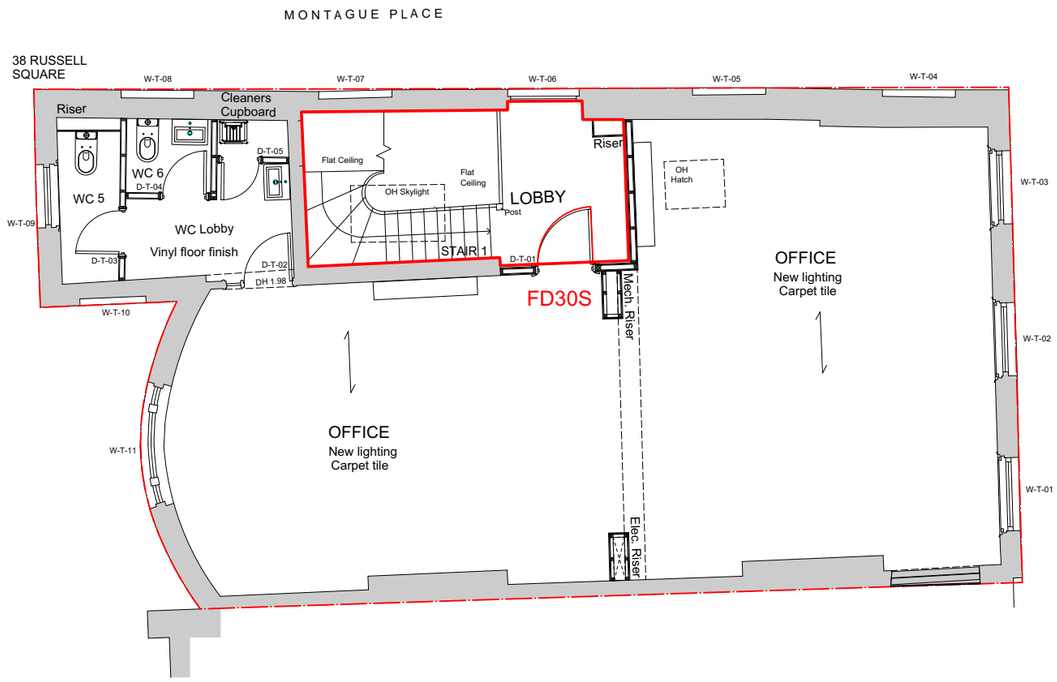
581 WD 04-05

Drawn	Checked	Scale	Date	Revision
JG	YN	1:50 @ A1 1:100 @ A3	Mar 2017	-

Note:

All dimensions to be confirmed on site. Any discrepancies to be reported to the architect . Do not scale from this drawing. If in doubt please contact the architect.

Please refer to Structural and Services Engineers drawings and specifications for details.



KEY

60min Fire Rated Enclosure/ construction

FD30S Proposed fire rated door to 30min integrity and insulation

Final Exit

Site Area

N

0 1 2 3 4 5 M

No	Date	By	Comments

Revisions

RIBA Stage 4

Drawing Status

BRITISH MUSEUM
38 Russell Square

Dannatt, Johnson Architects
Unit 1 The Wireworks, 77 Great Suffolk Street, London SE1 0BU
Telephone (020) 7357 7100 Fax (020) 7357 7200

Title

Third Floor Fire Strategy Plan

Drawing Number

581 WD 05-05

Drawn	Checked	Scale	Date	Revision
JG	YN	1:50 @ A1 1:100 @ A3	Mar 2017	-

DRAWINGS ISSUE SHEET

Dannatt, Johnson Architects

Unit 1 The Wireworks, 77 Great Suffolk Street, London, SE1 0BU
Tel (020)7357 7100 Fax (020)7357 7200

JOB NUMBER **581**

SHEET NUMBER *1*

DRAWING TYPE *EW, EN, SK, WD, BD*

PROJECT TITLE
British Museum 38 Russell Square

ISSUE DATE
Day
Month
Year
26/07/18

DRAWING TITLE	DRWG SIZE	DRWG NO	REVISIONS
Existing Drawings			
Location Plan	1:1250 @ A3	581 EW 00-01	P
Site Location Plan	1:500 @ A3	581 EW 00-02	P
Existing Basement Plan	1:100 @ A3	581 EW 01	P
Existing Ground Floor Plan	1:100 @ A3	581 EW 02	P
Existing First Floor Plan	1:100 @ A3	581 EW 03	P
Existing Second Floor Plan	1:100 @ A3	581 EW 04	P
Existing Third Floor Plan	1:100 @ A3	581 EW 05	P
Existing Roof Plan	1:100 @ A3	581 EW 10	P
Existing Section AA	1:100 @ A3	581 EW 20	P
Existing Section BB	1:100 @ A3	581 EW 21	P
Existing South Elevation	1:100 @ A3	581 EW 30	P
Existing North Elevation	1:100 @ A3	581 EW 31	P
Existing West Elevation	1:100 @ A3	581 EW 32	P
Strip Out Drawing			
Basement Strip Out Plan	1:100 @ A3	581 EN 01	P
Ground Floor Strip Out Plan	1:100 @ A3	581 EN 02	P
First Floor Strip Out Plan	1:100 @ A3	581 EN 03	P
Second Floor Strip Out Plan	1:100 @ A3	581 EN 04	P
Third Floor Strip Out Plan	1:100 @ A3	581 EN 05	P
Roof Strip Out Plan	1:100 @ A3	581 EN 10	P
Strip Out Section AA	1:100 @ A3	581 EN 20	P
Strip Out Section BB	1:100 @ A3	581 EN 21	P
Proposed Drawing			
Basement Proposed Plan	1:100 @ A3	581 SK 01	P
Ground Floor Proposed Plan	1:100 @ A3	581 SK 02	P
First Floor Proposed Plan	1:100 @ A3	581 SK 03	P
Second Floor Proposed Plan	1:100 @ A3	581 SK 04	P
Third Floor Proposed Plan	1:100 @ A3	581 SK 05	P
Roof Proposed Plan	1:100 @ A3	581 SK 10	P
Proposed Section AA	1:100 @ A3	581 SK 20	P
Proposed Section BB	1:100 @ A3	581 SK 21	P
Proposed South Elevation	1:100 @ A3	581 SK 30	P
Proposed North Elevation	1:100 @ A3	581 SK 31	P
Proposed West Elevation	1:100 @ A3	581 SK 32	P
Rooftop Plant Visibility Study Option A	1:500 @ A3	581 SK 100	-
Rooftop Plant Visibility Study Option B	1:500 @ A3	581 SK 101	-
Street Views 01 Winter	not to scale	581 SK 103	-
Street Views 02 Summer	not to scale	581 SK 104	-
Street Views 03 Summer	not to scale	581 SK 105	-
Basement Fire Strategy Plan	1:100 @ A3	581 WD 01-05	P
Ground Floor Fire Strategy Plan	1:100 @ A3	581 WD 02-05	P
First Floor Fire Strategy Plan	1:100 @ A3	581 WD 03-05	P
Second Floor Fire Strategy Plan	1:100 @ A3	581 WD 04-05	P
Third Floor Fire Strategy Plan	1:100 @ A3	581 WD 05-05	P
Details			
First Floor Internal Elevations	1:50 @ A3	581 BD0 27	P
Wall Infill Details	1:10 @A3	581 BD1 02	P
Fancoil Unit Joinery Type 1 - Ground Floor	1:20 @A3	581 BD3 01	P
Fancoil Unit Joinery Type 2 - First Floor	1:20 @A3	581 BD3 02	P
Fancoil Unit Joinery Type 3 - Second and Third Floors	1:20 @A3	581 BD3 03	P
Door Leaf Type 1	varies @ A3	581 BD4 01	P
Door Leaf Type 2	varies @ A3	581 BD4 02	P
Door Leaf Type 3	varies @ A3	581 BD4 03	P
Door Leaf Type 4	varies @ A3	581 BD4 04	P
Door Type 4 Details	varies @ A1	581 BD4 05	P
Conservatory Balcony Details 01	1:20 @ A1	581 BD5 01	P
Conservatory Balcony Details 02	1:20 @ A1	581 BD5 02	P
Bicycle Store Details	1:20 @ A1	581 BD6 10	P

DISTRIBUTION		NUMBER OF COPIES
Client		x
Property advisors		x
Quantity Surveyor		x
Structural Engineer		x
Services Engineer		x
Planning		
Building Control		
Planning Supervisor		
Record		
Flag		
PURPOSE OF ISSUE		
Preliminary/Information		
Approval/ Comments		x
For co-ordination		
Billing		
Tender		
Construction		
Requested		
Initials		YN

KEY	
EW	Existing
EN	Enabling/ Strip Out
WD	Proposed
BD0	Layout
BD1	Partitions/ Ceilings/ Floors
BD2	Stairs
BD3	Joinery
BD4	Doors
BD5	Windows and Screens
BD6	External