Scope of Works and Methodology:
Enabling Works Prior to Asbestos Removal

Marlsbro House
Newton Street
Manchester



Contents

ASBESTOS TO BE REMOVED 2
COMMUNICATION 3
BASEMENT 4
Removal of all Furniture, Fittings, and Waste .....
Partition Walls to be Removed. .....
Electrical Conduit, Light Fittings and Pipes to be Removed .....
Bricks to be Removed in Boiler Room .....
THIRD FLOOR 8
Removal of all Furniture, Fittings, and Waste .....
Partition Walls to be Removed .....
Electrical Conduit, Light Fittings and Pipes to be Removed .....

ASBESTOS TO BE REMOVED (PROVIDED FOR INFORMATION ONLY ASBESTOS REMOVAL IS NOT PART OF THIS STAGE OF WORKS)

High risk material	Medium risk material	Low risk material	Very low risk material

Basement	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos toilet cistern
	Asbestos Insulating Board to loft hatch
	Asbestos insulation to Calorifier in Boiler Room
	Asbestos paper lining under pipe insulation in Boiler Room
	Asbestos stair treads leading to the Fire Exit

Ground Floor	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos Insulating Board in Plant Room
	Asbestos Paper lining under pipe insulation in the Entrance Lobby and G012
	Asbestos Insulating Board lining panels around disused staircase
	Asbestos Paper lining under pipe insulation in Lobby, G006 & G008 Offices, WC, Corridor and Fire Escape
	Asbestos Insulating Board to Radiator in G006

First Floor	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos Insulating Board cladding panels to Lift
	Asbestos Insulating Board wall panels and residue on timber in 1006
	Asbestos Insulating Board wall panels in Meter Cupboard (1004)
	Asbestos fuse guards in Meter Cupboard (1004)
	Asbestos Insulating Board wall panels behind plasterboard in 1003
	Asbestos Insulating Board window and beam cladding to staircase
	Asbestos Fuse Guards in Meter Cupboard

Second Floor	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos Insulating Board cladding around stairs (disused Staircase)
	Asbestos Insulating Board wall panels to stairs

Third Floor	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos Insulating Board wall panels to staircase
	Asbestos flue pipe in Reception
	Asbestos Insulating Board wall panels in Reception
	Discarded Asbestos Insulating Board panel in 3011

Fourth Floor	**Asbestos Insulating Board ceiling panels and cladding to beams to the whole ceiling**
	Asbestos Insulating Board wall panels to staircase
	Asbestos Insulating Board floor, wall and ceiling panels in Kitchen
	Asbestos Insulating Board and debris in Eaves
	Asbestos debris in Room 4004 & 4006
	Asbestos Insulating Board panel over door
	Damaged Asbestos Insulating Board to Toilet
	Asbestos flue pipes in Eaves
	Asbestos Insulating Board beam cladding and infill panels
	Asbestos fuse pads in Office
	Asbestos Insulating Board to Fire Exit
Loft	**Asbestos Insulating Board lining panels**
	Asbestos pipe insulation sections
	Asbestos Insulating Board debris

COMMUNICATION

These proposal relate to the removal of loose debris and waste, the removal of partitions and raised floors, pipework and conduit and a bulkhead at basement level.

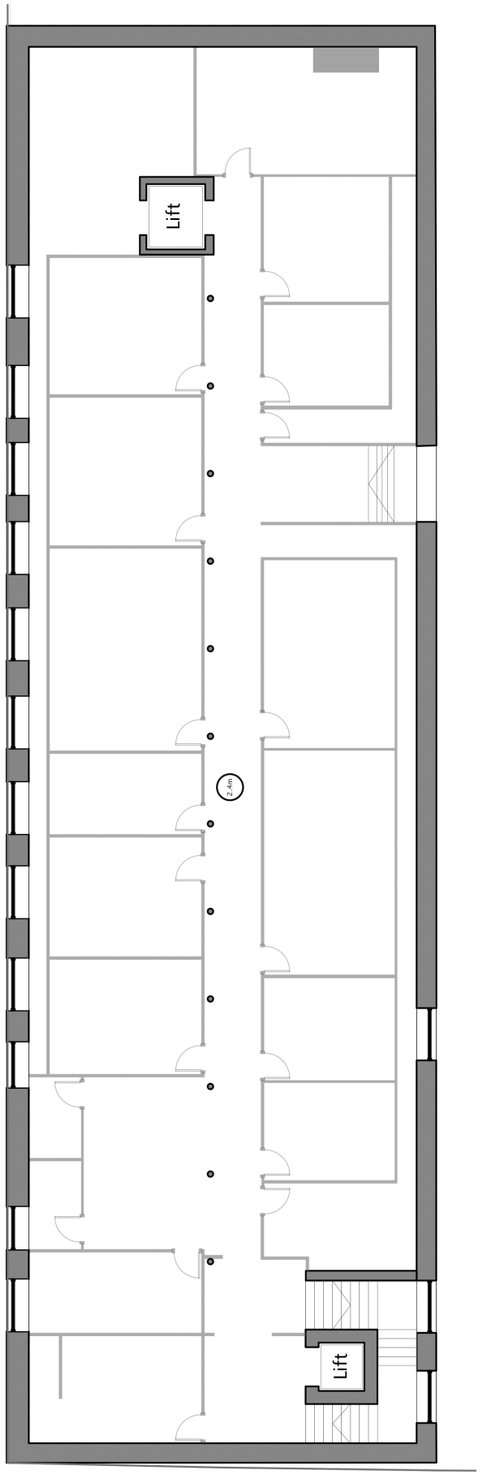
A preliminary site assessment will be carried out prior to any works commencing. Risk Assessments, Method Statements and Plans of work will be written, reviewed, maintained and sent to all relevant parties (Boohoo, Donald Insall Associates and Manchester City Council). All documents including Operatives training certificates will be kept on site.

Before and during the works photographic and video evidence will be recorded and distributed to all interested parties. There will be regular site meetings and audits conducted, of which reports and minutes will be communicated.

Competent Site Supervisors will be provided with relevant information regarding the building and its heritage. They will be appointed and will be responsible to carryout site inductions to any visitors during the works.

A separate methodology for the monitoring of the strip works for built heritage is provided in the accompanying document by Donald Insall Associates.

BASEMENT



Plan not to scale*

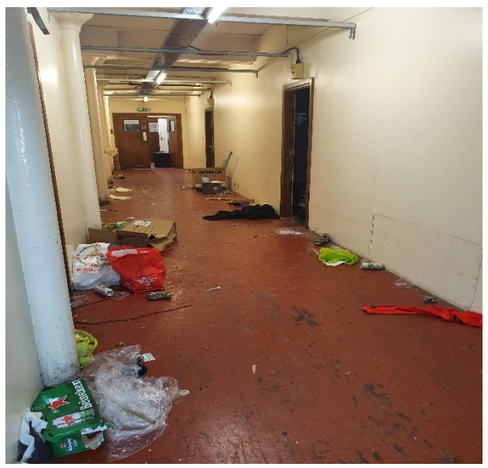
Removal of all Furniture, Fittings, and Waste

There is a considerable amount of furniture, fittings, personal belongings, and household waste within the basement. This is to be cleared to ensure safe working area before commencement of any removal works.

All items will be dismantled/removed by hand and removed systematically from the work area to the designated waste area for loading into skips for removal from the site. This will be carried out methodically to ensure prevent a build-up of combustible materials and maintain good housekeeping within the working area. Suitable PPE will be worn for all works.

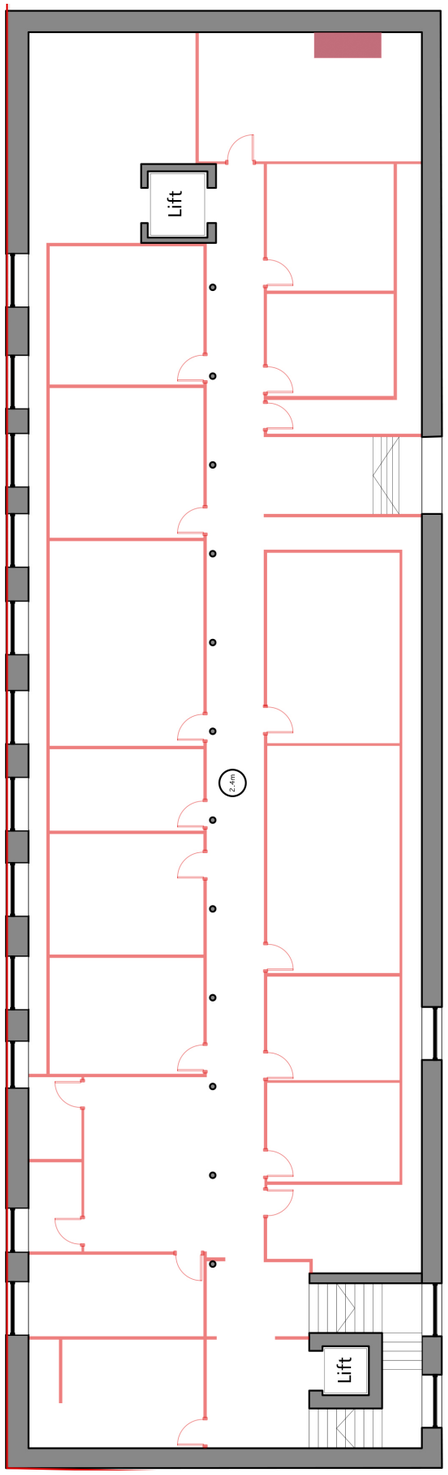
Confirmation of water isolation will be required before removal of kitchen and bathroom ware. Sanitary ware will be removed carefully by unscrewing fixings, if this is not possible careful breaking may take place using hand tools.

A manual handling assessment will be carried out before lifting larger items and where the risk cannot be adequately controlled the item will be broken up to aid movement/prevent injury etc.





BASEMENT



Partition Walls to be Removed.

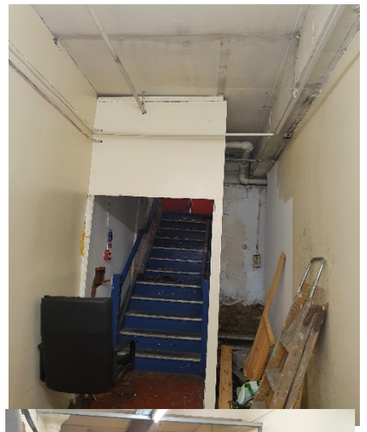
All services to the basement will be isolated be a certified person.
Access to the work area will be restricted to workers only.

There are numerous plasterboard partition walls fixed to timber studwork. The removal of walls will be carried out in logical sequence. Care and attention will be required where tripping hazards may occur, in addition the demolished material is to be removed as soon as possible and not to be allowed to accumulate within the work areas. Employing hand tools the operatives will remove the plasterboard covering from the uppermost section. The released panels will be placed onto barrows and transferred to the designated skip.
The timber support grid will be removed following removal of the partition covering by use of hand tools and size reduced for easier transportation. All protruding nails will be hammered over.

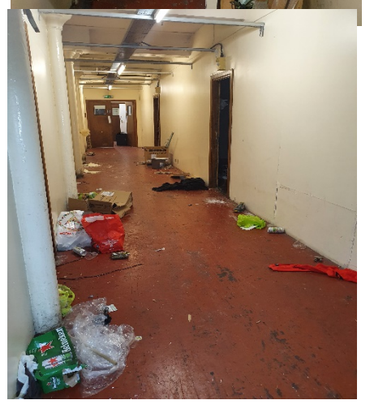
Where walls are attached to the ceiling there will be at least 4 inches left in place as not to disturb the asbestos ceiling. Any carpet attached to walls ceilings will also be cut to leave at least 4 inches of wall. These will be removed by the Asbestos Removal Operatives as part of the ceiling removal procedure. Screws attaching timber to any brickwork including external walls will be removed using a cordless hand drill. The doors will be unscrewed from their fixings and carefully lowered to floor level before being moved to a designated skip. Skirting will be removed first, followed by frames. All works to be carried out in a controlled manner - fixings will be carefully removed or prised using small tools.

Constant checking will be required to ensure that structural integrity and the historic fabric of the listed building is maintained.













Existing partition walls or bulkhead to be removed

Existing Interior Carpentry To Be Removed

Plan not to scale*