

3 Method Statement

Item	Description
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1.0 SCAFFOLDING, ACCESS, EDGE PROTECTION AND FALL RESTRAINT SYSTEMS

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| 1.0 | The contractor is to allow for all necessary access equipment, scaffolding, edge protection and fall restraint systems to facilitate the works to the parapets, roof, and parapet gutters. Include for the protection of all surfaces and pedestrians below etc. The scaffolding is to be constructed and routinely inspected by qualified persons only. |
| 1.1 | The contractor is to allow for liaison with the Local Authority and successfully obtaining approvals and licenses etc. as necessary. |

2.0 PARAPET WALLS/POINTING WORKS

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| 2.1 | Remove all disused fixtures and fittings from the parapet brickwork and dispose with off site. |
| 2.2 | Allow for the clearance of all gutters and other surfaces prior to commencing the works. |
| 2.3 | Provide temporary protection of the existing surfaces, gutters and slates etc, to facilitate works to the parapet walls |
| 2.4 | To the internal face of all parapet walls to the full perimeter of the roof and the top face of the brick-built parapet wall where the tops of the bricks are exposed rake out existing pointing to a depth of 20mm and remove all debris from site. Re-point all brickwork to the internal face of the parapet wall in lime mortar to retain heritage value and match existing areas. |
| 2.5 | Cut out and renew defective bricks in isolated locations to the internal face of the parapet wall. All to match surrounding masonry for colour and finish. To be bedded in traditional lime mortar. Mix, tooling and strength to match surrounding areas. Allow the provisional quantity of 80 no for pricing purposes. |
| 2.6 | Prime existing paint work to internal face of parapet walls and treat with Sika approved coating |
| 2.7 | Carefully hack off existing flashing to the perimeter brickwork piers and remove debris. Provide new flashing to the heads of all brick piers; mix to be 3:1 soft sand and cement, with waterproofing admix, such as Sika 1 Waterproofer Liquid Admixture or equal and approved. |
| 2.8 | Allow for re-building sections of parapet wall. |



2.9	Allow to lift all existing parapet stone coping stones, dress down and re-bed on a new Xtra-load Elite High Performance Bitumen Polymer DPC or similar approved as manufactured by BMI Icopal and re-point all mortar joints. BMI Icopal BMI House 2 Pitfield Kiln Farm Milton Keynes MK11 3LW 0843 224 7400
2.10	Thoroughly clean all stone coping removing all moss growth and vegetation utilising the Doff cleaning system
2.11	Allow for replacement parapet coping stones (if necessary). Replacement copings must match existing as far as reasonably practicable.
2.12	To the sandstone detailing to the head of the flat roof turret detail rake out existing pointing to a depth of 20mm and remove all debris from site. Re-point all stone detailing to the head of the traditional lime mortar. Mix colour, tooling and strength to match surrounding areas.
2.13	Carefully remove all lead flashings to all areas of the parapet wall including to the pitched roof junctions.
2.14	Supply and fix as applicable new lead flashings, stepped flashings, cover flashings, soakers to parapet / trough gutter abutments, pitched roof / wall abutments, turret etc. this list is not exhaustive. Lead sheet materials and workmanship to be supplied and installed in accordance with the Lead Sheet Association Guideline's, and BS EN 12588 (materials), and BS6915 (workmanship). In brief, lead sheet should not exceed 1.5m in length, minimum laps of 100mm, tucked 25mm into a brick joint and wedged in place at not more than 450mm centres, or a minimum of one per step for stepped flashing's, joints between the masonry and flashing should be pointed with cement; lime; sand mortar (1:1:6). Code 3 lead for soakers, Code 4 or 5 for all other details. Mix colour, tooling, and strength to match surrounding areas. Or suitable exterior grade sealant in accordance with the manufacturer's recommendations. Allow the nominal length of 130m

3.0 PARAPET AND VALLEY GUTTERS

3.1	Parapet and valley gutter linings which include bitument felt, liquid applied coatings and the existing defective lead, are to be stripped back to the timber deck and replaced with adequately coded lead using welted seams.
3.2	Substrate materials such as timber and insulation where present are to be retained, with only minor replacements planned to damaged or defective materials beyond repair.

4.0 SLATE ROOF COVERING

4.1	The contractor is to allow for all temporary weather protection during the works.
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4.2	Remove all existing cement ridge tiles and dispose with off site.
4.3	Carefully strip the existing slates to all pitched roof coverings. Remove nails using pads to protect existing slates, without splitting slates or enlarging nail holes. Do not lever out slate nails by lifting the tails of slates. Carefully remove slates, underlay etc., being careful to minimise slate loss.
4.4	Carefully stack all sound slates into timber crates discarding defective slates that do not 'ring, or are showing signs of delamination or other defects, or are intrusive slates of a different type.
4.5	All salvaged slates should be tidily packed into timber slate crates as they are for later sale by the client.
4.6	Strip off and remove all existing leadwork including flashings, ridge details etc. All leadwork is to become the ownership of the contractor upon removal to dispose.
4.7	Remove all timber battening where fixed to pitched roof areas.
4.8	Remove all roofing felt where installed to all pitched roof areas.
4.9	Allow the Provisional Sum of £5,000.00 for the replacement of any rotten roof timbers identified following the removal of all roof coverings.
4.10	The roof pitch is nominally 25%. Once all existing slates have been removed to the contractor is to check the pitch of all roofs. The specification of the new roof covering is to take into consideration the pitch of each roof. The exact specification of the new slate coverings is to be determined by a suitably qualified and experience roofing professional and / or specifier. The following specification of new roof materials and workmanship is provisional
4.11	To all pitched roofs supply and lay new traditional Bitumen Type 1F underfelt; directly over the rafters to the minimum horizontal lap as per the manufacturer's recommendations.
4.12	Ensure that none of the following is included in the roofing felt
4.13	i. Non woven
4.14	ii. polypropylene
4.15	iii. spun-bond
4.16	Supply and fix new timber tile and ridge battens, 50mm x 25mm pressure impregnated softwood, fixed with 65mm x 3.35 mm galvanized annular ring shank nails.
4.17	Sarking Board circa 400mm wide - Assumed existing is in sufficient condition for re-use
4.18	To all pitched roof elevations, supply and fix with new slates. Exact type has to be agreed with the local Planning Authority. Provisionally allowed for Canadian Glyendyne slates, nominal dimension 500mm x 300mm. Slate materials to comply with BS12326. These slates are a like for like match in terms of appearance, but with improved quality, with a longer lifespan, ensuring the building can be used and enjoyed in the future.



4.19	Slates are to be laid in equal courses from ridge to eave. Slates to a half lap bond with not more than 5 mm gaps. Use extra width slates at end of courses to maintain bond, do not use half slates. use additional fixings. Use additional fixings as recommended by slate manufacture on extra width slates. Fixings as recommended by slate manufacturer. All installation details to comply with BS 5534
4.20	Ridge and hip tiles should be mechanically fixed with self-sealing non-ferrous fixings into timber battens, and have a nominal joint thickness of 10mm where wet bedded. Proprietary dry fixed systems should be in accordance with BS 8612. Nominal areas . Ridge tiles are to be slate as opposed to the existing cement ridge tiles. This is in line with the heritage of the building, thus improving on the existing.
5.0 VELUX ROOFLIGHTS	
5.1	Engage a Velux specialist to undertake a site survey and report on their findings. Note: there is a history of water ingress in multiple locations that appear to be associated with the Velux windows.
5.2	Allow for remedial works to all rooflights follow survey and defects reports. All rooflights to be water tested prior to handover. Minor repairs to existing Velux rooflights only eg. Replacing seals.

6.0 FLAT ROOF AREAS (Lift Head & Turret)	
6.1	Provisionally allow for the repair as necessary for the flat roof areas.
6.2	To the metalwork banding the sandstone detailing to the head of the flat roof turret. Carefully abrade all exposed metal with a power tool rotary wire brush attachment.
6.3	Allow for repairs associated with the metal restraint strapping
6.4	Clean all metalwork thoroughly, carefully apply 1no coat of Zinc rich metal primer to all exposed metal surfaces, such as Dulux Trade Metalshield Zinc Phosphate Primer or equal and approved. Once the primer coat has dried, apply 2no top coats, black, such as Dulux Trade Metalshield Gloss, or equal and approved.

7.0 DISPOSAL	
7.1	All waste materials arising from the works are to be disposed with off site by a suitably licensed waste contractor at appropriate disposal locations.

8.0 HANDOVER	
8.1	The contractor is clear all areas of the roof and site of rubbish and debris. Any surfaces damaged by the site set-up are to be repaired.



8.2	Prior to handover, the parapets, roof coverings, gutters are to be water tested.
8.3	Upon completion of the works the contractor is to provide an O&M manual. As a minimum the O&M should include: >Product specifications, and warranties. >Progress photographs taken during the course of the works. >Contractor, and third party reports. >All other information that is pertinent to the works and the buildings subsequent operation and maintenance.

