CubicWorks

Method Statement
Partitioning & M&E Works

22/01/2026

Third Floor Fit-out
Freetrade Exchange

37 Peter Street, Manchester, Greater Manchester, M2 5GB



	Name	Title	Date	Signature
Prepared By:	Mark Spavin, CubicWorks	Director	28.01.26	MSpavin
Approved By:	Shan Khambata, CubicWorks	Director	28.01.26	Skhambata
Submitted To:	Don Murphy , PBA			

Contents:

1.0 Method Statement - Partitions & Mechanical & Electrical

1.1 Significance of Existing Fabric

1.2 General Protection Measures

2.0 New Partition Works

2.1 Partition Construction

2.2 Description of work

2.3 Work sequencing

2.4 Fixings

2.5 Reversability

3.0 Mechanical and Electrical (M&E) Works

3.1 General Principles

3.2 Description of Works

3.3 Interaction with Beams and Columns

3.4 Surface-Mounted Services

4.0 Making Good and Finishes

5.0 Supervision and Monitoring

6.0 Conclusion

1.0 Method Statement - Partitions & Mechanical & Electrical

Protection of Historic Fabric – New Partitions and M&E Works
Grade II Listed Building Fit-Out
Condition 3 of LBC 144759/LO/202

This method statement has been prepared to satisfy the requirements of Condition 3 of the LBC 144759?LO/2025, it addresses the pre-commencement condition requiring confirmation of how original building fabric will be protected during the installation of new internal partitions and mechanical and electrical (M&E) services, and how new interventions will abut and interact with historic beams, columns, and other significant elements.

All works will be undertaken in accordance with the principles of minimum intervention, reversibility, and fabric protection, and in compliance with the Planning (Listed Buildings and Conservation Areas) Act 1990.

1.1 Significance of Existing Fabric:

The building contains historic structural elements including (but not limited to):

- Original beams and columns
- Loadbearing masonry walls
- Historic ceilings, floors, and finishes

These elements are considered significant heritage fabric and will be retained, protected, and left unaltered, except where expressly approved under the Listed Building Consent.

1.2 General Protection Measures:

Prior to commencement of works:

- A pre-start photographic record of all affected areas, beams, columns, walls, ceilings, and floors will be undertaken and retained.
- All contractors will be briefed on the listed status of the building and the specific heritage sensitivities.
- Physical protection (e.g. plywood sheeting, Correx boards, padded wraps) will be installed to protect historic fabric adjacent to work areas.
- No cutting, chasing, drilling, or fixing into original fabric will be undertaken unless expressly approved.

2.0 New partition works including new glazing sections

2.1 Partition Construction:

- New partitions will be lightweight and non-loadbearing, typically metal stud with plasterboard lining.
- Partitions will be positioned to avoid direct contact with historic beams, columns, or decorative features wherever possible.
- Where partitions are required to abut historic fabric, a shadow gap or compressible junction will be used to prevent load transfer and allow for differential movement.

2.2 Description of work:

- Installation of new internal acoustic stud wall partitioning in line with LBC application.
- Installation of new EGI DUO 110mm Acoustic Double Glazed Full Height Partition System; with head and base channels
- Materials required
- 72mm U-Track channel
- 70mm C-stud work channel
- 13mm self-drilling Tek screws
- 25mm insulation
- 25mm Speedline dry wall screws
- 38mm Speedline dry wall screws
- Sound block plasterboard
- Shadow gap trims to walls abutting perimeter linings and ceilings then dry wall filler

2.3 Work sequencing:

- The track fitted horizontal to the existing plasterboard ceiling and under the existing raised access flooring @ 600MM centres with acoustic sealant on the back side of track.(raised access flooring to be fitted to new wall after build).
- C-studs fixed vertically to head and base track with 13mm self-tapping Tek screws @ 600mm centres.
- The first layer of plasterboard fitted to one side of the partition fixed 400mm centre vertically to studs using 25mm drywall fixings.
- Insulation fixed inside the U- track header and hung vertically with friction fit between each stud to provide added acoustic performance to the partition.
- Ply pattress supports for wall mounted glass boards will be installed from open side after the above 4 steps have been complete using 12mm ply for supports fixes to vertical
- stud work using service support plates AH174.
- A second layer of plasterboard will be fitted to the opposite side of the partition wall previously receiving plasterboard. Again, using 25mm plasterboard fixings vertically @ 300mm centres.
- The second layer of plasterboard will be installed to both sides with staggered joints to the first layer. At no point will vertically joints to the second layer match the first layer. All vertical board joints have flat bracing strips.
- The new EGI DUO 110mm Acoustic Double Glazed Full Height Partition System; with head and base channels is the same process as above.

- The second layer of plasterboard abuts existing listed perimeter linings and plasterboard ceilings to be proud12.5mm short of the perimeter lining and finished with shadow gap trim to avoid contact with the perimeter walls and ceilings during the tape and joint process.
- All vertical and horizontal joints alongside screw holes will receive one layer of scrim tape and minimum three coats of Gyproc joint cement with dustless sanding in between coats.
- The materials used will not damage the existing fabric of the building ensuring that the historic integrity of the building is maintained.

2.4 Fixings:

- Fixings will be made into modern substrates only (e.g. new floor build-ups or ceilings), not into original beams, columns, or masonry.
- Where floor or ceiling fixings are required near historic fabric, fixings will be positioned clear of original elements and agreed with the project conservation advisor if required.

2.5 Reversibility:

- All partitions will be designed to be fully reversible, allowing future removal without permanent damage to historic fabric.
- No irreversible alterations (e.g. chasing into original walls or beams) will be carried out.

3.0 Mechanical and Electrical (M&E) Works

3.1 General Principles:

- M&E installations will be routed to avoid interference with historic fabric.
- Existing voids, modern service routes, or new surface-mounted containment will be used in preference to cutting or chasing.
- All works will be coordinated to minimise visual and physical impact on the building.

3.2 Description of Works:

- Installation of new small power under the RAF
- Installation of new floorboxes within the RAF including new power and data
- Alterations to the lighting layout and the introduction of the feature lights
- Installation of new comms rooms cooling units
- Alterations to the existing Air Conditioning system
- Additional containment for power supplies

3.2a Raised access flooring mechanical & power alterations:

- All power situated under the raised access flooring will be distributed by Electrak floor boxes cut and fitted into the centre of the existing metal 28mm raised access tiles in various positions to suit the Tenant's layout with required data and power sockets.
- Each floor box will be powered by an Elektrak power track distribution mounted under the raised access flooring fixed to the plyboard sub-base. This system is currently used to mount and fix existing mechanical installations under the raised access flooring.
- Each run of Elektrack will be wired back to the central mains distribution board with cables of specified sizes provided by the M&E designer/consultant.
- All mounting brackets, tray work, containment, rods, and associated fixings during installation will not be fitted to or penetrate through the existing building perimeter finishes, structural beams, or historic fabrics upholding the historic integrity.
- As previously mentioned, this will be installed to the plyboard sub-base using the same method as the existing mechanical installation under the raised access floor or mounted to the underside of the existing MF ceiling system framework within the ceiling void.
- Tray work and containment will pass through new partitions (when installed full height through RAF) but not through existing historical building fabrics, structures, or finishes.

3.2b Ceiling mounted Mechanical, Power and lighting:

Newly installed mechanical, power, and lighting that are ceiling mounted will be fixed to the existing plasterboard ceiling. This will be distributed by various sizes of containment such as cable tray, metal conduit, junction boxes and tray work containment fixed only to the plasterboard ceiling including the metal structure framework supporting the newly installed ceiling as part of the Cat-A landlord’s renovation.

All fixings, mounting brackets, junction boxes tray work will be fitted only to the existing plasterboard ceiling and be fitted to navigate around any historical building fabric without fixing directly to them utilizing joints, couplers and pre-manufactures bends to assist in navigating around but not directly to or through historical elements again.

The installation of refrigerant piping systems will be to BS EN378 & section 4 of Part 1 of the "Safety Code for Refrigeration Systems; published by the Institute of Refrigeration".

- The new refrigerant pipework will be the same quality and grade as the existing system.
- We will ensure that the new pipework insulation is the same manufacturer as the existing so it will match perfectly with the existing.

- The cable tray will be the same as the existing:
  - Any additional will be matched as best as possible to the existing.
  - All fixings will be the same as existing.

- Additional Fan Coil Unit – (FCU):
  - The type of FCU will be the same model series to match existing units.
  - New controllers will match as any of the existing previously installed.

- Server room Air Conditioning:
  - This will be a Mitsubishi system as per the drawings provided
  - The controller will be the same as already in the offices.
  - The new refrigerant pipework will be the same quality and grade as the existing system.

- The new pipework insulation is the same manufacturer as the existing so it will match perfectly with the existing Grilles:
  - Any new grilles will be matched and purchased from the safe supplier as the existing allowing for a match.

4.3 Interaction with Beams and Columns:

- Services will not be drilled through, fixed to, or notched into original beams or columns.
- Where services pass adjacent to beams or columns:
  - A clear separation gap will be maintained.
  - Services will be independently supported from new structure or secondary supports.
- Any required proximity to historic structure will be carefully set out on site and agreed prior to installation.

3.4 Surface-Mounted Services:

- Where surface-mounted services are required, they will be:
- Neatly aligned and minimised in extent.
- Fixed into modern fabric or secondary supports.
  Finished in colours sympathetic to the surrounding fabric where visible.

4.0 Making Good and Finishes:

- Any temporary fixings or protection will be carefully removed on completion.
- Historic fabric will be inspected post-works to confirm no damage has occurred.
- Any accidental damage will be reported immediately and remedial works agreed with the conservation officer before repair

5.0 Supervision and Monitoring:

- Works will be overseen by a suitably qualified professional with experience of working in listed buildings.
- The contractor will liaise with the design team and local authority conservation officer if unforeseen issues arise.
- No deviations from this method statement will be undertaken without prior written approval.

6.0 Conclusion

This method statement confirms that the proposed partition and M&E works will be carried out with due regard to the special architectural and historic interest of the Grade II listed building. The approach ensures the protection of original fabric, avoids harm to significant elements, and provides a reversible, low-impact fit-out solution.