



METHOD STATEMENT- Rev A

Internal Soft Strip Works – Listed Building

Project: Manchester Street Food

Location: Ducie Street Manchester M1 2TP

Company: CTD Scotland Ltd

Prepared By: Andrew H Dodds

Date: 16th January 2026

1. Scope of Works

The works comprise a **non-structural internal soft strip** within a **Listed Building**, including the careful removal of modern finishes, partitions, floor coverings, fixtures, redundant M&E services, and debris.

All works must prioritise **preservation and protection of the historic fabric**.

2. Key Objectives

- Safely remove designated items without impacting structural or heritage elements.
 - Provide robust protection to all retained historic fabric.
 - Maintain dust, noise, and vibration control appropriate to a heritage environment.
 - Ensure compliance with statutory conservation requirements.
 - Avoid damage to historic surfaces, finishes, features, or structural elements.
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3. Responsibilities

Site Manager (CTD Scotland Ltd):

- Oversee works, ensure compliance with this method statement and listed-building controls.
- Coordinate with Conservation Officer and Client Representative.
- Maintain protection records and daily inspections.

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Operatives:

- Carry out soft strip works in accordance with training, RAMS, and heritage protocols.
 - Immediately report any unexpected conditions, features, or potential risks to the Site Manager.
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4. Heritage Protection Measures

4.1 Pre-Start Procedures

- Full walkthrough with Conservation Officer and client team.
- Photograph and document all existing conditions.
- Mark all areas/items to be removed and those to be retained.
- Create a “no-go” schedule for fragile or valuable original features.

4.2 Physical Protection Installations

- **Floors:** Lay breathable protection layers (e.g., Proplex + RAM Board) without taping to original surfaces.
- **Walls & Ceilings:** Install sacrificial ply/Correx sheeting fixed to temporary timber frames only—no fixings into historic fabric.
- **Joinery:** Wrap doors, architraves, and balustrades with foam and fire-retardant sheeting.
- **Fireplaces / Stone / Plasterwork:** Install freestanding guards to avoid impact damage.
- **Glazing:** Apply low-tack film and install protective boarding where necessary.
- **M&E Heritage Components:** Any original fittings to be retained must be boxed or wrapped.

4.3 Environmental Controls

- Use dust extraction units and controlled zones with zip-wall systems.
- Maintain humidity and temperature stability where required by conservation guidance.
- Monitor vibration levels if fragile plaster or ornate ceilings present.

5. Sequence of Works

1. Site Setup

- Establish welfare, access routes, signage, fire points, and protection zones.
- Deliver materials by hand where possible to minimise vibration and noise.

2. Protection Installation

- Install full heritage protection as outlined above.
- Have Protection Sign-off Sheet approved by Site Manager & Client.

3. Isolation of Services

- Isolate electrical circuits, water supplies, and redundant M&E in coordination with qualified personnel.
- Confirm live/dead services before any removal.

4. Soft Strip Works (Non-Structural)

- Remove modern floor coverings, suspended ceilings, carpet tiles, and lightweight partitions. **If modern items are fixed with Screws, then these are to be carefully unscrewed, and any resultant hole filled with a suitable material**
- Remove redundant services carefully using hand tools as far as reasonably practicable.
- Dismantle fixings and furniture systematically; no mechanical impact tools unless expressly approved.
- Bag, segregate, and remove waste regularly to avoid loading floors.

5. Temporary Works

- Provide props, supports, or brace elements if opening up reveals unexpected weaknesses.

6. Daily Checks

- Inspect protection measures each day.
- Record findings and repair protection where necessary.

7. Completion



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- Conduct joint inspection with Conservation Officer.
 - Remove temporary protection only when safe and instructed.
 - Provide final photographic record and waste documentation.
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6. Tools & Equipment

- Hand tools (crowbars, screwdrivers, scrapers) **Where Elements that are Fixed to the historic fabric no Crowbars are to be used and the Element will is to be carefully removed**
- Battery-operated tools (limited use)
- Dust extraction and air scrubbers
- Zip-wall partition systems
- Protective boarding and foam sheeting
- Lighting, extension leads, and portable tower scaffold

Tools NOT permitted without specific written approval:

- Breakers
 - Cutting discs or grinders
 - High-impact demolition tools
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7. Waste Management

- Segregate materials in line with the Waste Management Plan.
 - Use clear labelling: timber, metal, plasterboard, general waste.
 - Remove waste daily to prevent overloading historic floors.
 - Ensure all waste transfer notes are logged and retained.
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8. Emergency Procedures

- Emergency escape routes maintained at all times.
- Fire extinguishers positioned at entry points.



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- No hot works unless a separate Hot Works Permit is issued.
 - Report ANY damage to heritage elements immediately—stop works until instruction received.
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9. Risk Control Summary

- **Damage to historic fabric:** Minimized through robust protection and hand-tool methodology.
 - **Dust & airborne contamination:** Controlled via extractors and sealed soft-strip zones.
 - **Noise/vibration:** Low-impact tools, monitored works.
 - **Manual handling:** Use two-person lifts for bulky items; avoid dragging across protected surfaces.
 - **Falls from height:** Towers to be PASMA-approved and inspected.
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10. Sign-Off

Site Manager: _____

Date: _____

Client / Conservation Officer: _____

Date: _____