

Touchstones Art Gallery

- Use mechanical lifting aids where reasonably practicable.
- The asbestos survey is to be reviewed by the Site Manager before works commence.
- Remove all loose materials from the work area.
- Protect existing floors, floor coverings and surrounding walls using hardboard and additional protective coverings where required to prevent damage.
- Take photographs of the work area before, during and after the works for record purposes.
- In accordance with the programme of works, carefully remove timber T&G boards, plasterboard and associated finishes surrounding the metal frames using hand tools and battery-operated screwdrivers. Care will be taken at all times to minimise damage to the existing masonry and historic building fabric.
- Cut down all waste materials into smaller sizes to reduce risk of damaging surrounding areas and Place all waste materials into suitable waste transfer tubs, wheelbarrows, rubble bags or other approved containers and dispose of them in the designated skips.
- Carefully remove all accessible bolts, screws and fixings securing the metal frame using hand tools wherever practicable.
- Where fixings are seized or corroded, apply a suitable penetrating lubricant and allow sufficient time for it to take effect before attempting removal with suitable hand tools like pliers etc. This will reduce the risk of damage to the frame and surrounding masonry.
- Metal frames will be supported and removed by a minimum of two operatives at all times to prevent sudden movement, minimise manual handling risks and avoid damage to surrounding walls, floors and floor coverings.
- Following removal of the frame, remaining fixings will be carefully extracted where practicable.
- Where removal of fixings may damage the existing masonry or listed building fabric, fixings will be cut flush and left in place, subject to approval from the Site Manager and Client Representative.
- Metal frames will be carefully carried down the staircase by two operatives and placed in the designated skip. Frames must not be dragged across floors or allowed to impact walls, handrails or other building finishes.
- The Site Supervisor will inspect all work as it progresses. If any damage to the existing structure or finishes occurs, works will stop immediately and the Site Manager will be informed before work recommences.
- Works are to stop immediately if hidden services, unexpected structural defects or previously unidentified historic features are uncovered. The Site Manager is to be notified and further instruction obtained before continuing.
- Good housekeeping will be maintained throughout the works. Waste will be removed regularly, access routes kept clear and trailing leads minimised to reduce trip hazards.
- All waste materials will be removed via the staircase and placed into the appropriate skip provided.
- Upon completion, the work area will be cleaned, all protection removed where instructed, and the area left in a clean, safe and tidy condition.