



Contract Ref	Margam Orangery Bar, Protection of Existing Building	Author	WR
Clients Details	NPCBC	Date	22/11/24
Method Statement Task	Protection of Existing of existing building		
Information	Method Statements will be delivered to site operatives before starting the task and as and when changes are made.		

Note that additional care is to be taken during this contract with regard to the buildings status as a Grade 1 Listed Building. The method statement is also intended to describe a strategy for ongoing review, implementation of working methods and protecting the historic fabric.

1. Works Procedure to Follow

- 1) Carry out photographic pre start condition Survey.
- 2) Liaise with principle designer at the start of the contract for the purpose of a toolbox talk in connection with the protection of the listed building.
- 3) Liaise with the principle designer in connection with a twice weekly site visit for the purpose of recording progress and ensuring the protection of the existing fabric.
- 4) Refer to drawing number A1285-14 for areas for protection, so to avoid damage / contact with the fabric of the banqueting hall.
- 5) Protect existing carpet in areas shown on the above drawing with Taktec carpet protector (details attached). Protection will define an access and egress route for operatives and materials.
- 6) Overlay carpet protector with Antinox temporary protection board (details attached) and tape all joints.
- 7) Works are to be limited to the protected areas only, with no overspill into wider and unprotected area.
- 8) Carefully remove bar bi fold doors and store in defined local agreed area. Doors to be laid on Antinox protection boards and covered with the same. Doors not to be stacked on top of each other.
- 9) Carefully wrap columns between bar areas with Antinox temporary protection boards, fixed by wrapping pvc tape around columns, ensuring that the tape only sticks to the boards and not any of the decorated surfaces of the columns.
- 10) Protect front of existing bar panelling with temporary polytene sheet and Antinox temporary protection board, both to be draped over.
- 11) On completion of works, carefully re fit bi fold doors.
- 12) Carefully remove all protection and ensure area clean for client inspection.



2. Personnel required to undertake the task

Site Supervisor will be responsible to ensure that all operatives have received a site induction prior to commencing any work activity on site.

ref	Trades	Number of each required	
		CGL Direct	Sub-Contractors
A	Supervisor	1	nil
B	Carpenter	1	nil
C	Labourer	1	nil

This method statement shall be under constant review. Any alterations or modifications to this will be communicated to any person who may be affected by those changes.

No alterations or modifications to this M/S will be made without prior consultation with those affected and CGL services.

Details	Issued by	Checked by	Received by
Name			
Date			
Signature			