



**GREENWICH HOSPITAL  
97-115 RIVER ROAD**

**PALLISTERS HOUSE**

**SCHEDULE OF  
CONSERVATION WORKS**

MAY 2022

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## DOCUMENT INFORMATION

## Citation

Built Environmental Heritage Group

Schedule of Conservation Works – Greenwich Hospital

Issue No	Issue Date	Version	Notes/Comments	Author
001	0811821	V1	Draft for review and Comment	Theodora Gianniotis/Alin Almasan
002	05042022	V1	Final for Submission	Theodora Gianniotis/Alin Almasan
003	06/05/2022	V2	Final Submission	Theodora Gianniotis/Alin Almasan

# 1 INTRODUCTION

## 1.1 REPORT OVERVIEW

This Heritage Interpretation Strategy (HIS) is submitted to the Department of Planning, Industry and Environment (DPIE) in support of a State Significant Development Application (SSD-13619238) for the re-development of Greenwich Hospital into an integrated hospital and seniors living facility on land identified as 97-115 River Road, Greenwich (the Site). The extent of the Site is shown below.



Fig 1.1 Site overview

The subject proposal is for the detailed design and construction of the facility following its concept approval under SSD-8699. Specifically, SSD-13619238 seeks approval for the following:

- 1 Demolition of the existing hospital building and associated facilities at the site;
- 2 Construction of a new hospital facility and integrated healthcare campus comprising of hospital, residential aged care, seniors housing, overnight respite, across:
  - 2.1 A new main hospital building up to RL 80.0;
  - 2.2 Two new seniors living buildings, Northern building up to RL 56.36, and Southern building up to RL 60.65;
  - 2.3 A new respite care building up to RL 56.9;
- 3 Construction of associated site facilities and services, including pedestrian and vehicular access and basement parking;
- 4 Site landscaping and infrastructure works; and

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- 5 Preservation of Pallister House which will continue to host dementia care and administrative functions.

## 1.2 BACKGROUND

Built Environmental Heritage Group have been engaged by Cultural Heritage Connections to prepare the following Schedule of Conservation Work for the proposed re-development of Greenwich Hospital site at 97-115 River Road, Greenwich, by Hammond Care.

The re-development of Greenwich Hospital has been approved as a State Significant Development (SSD-13619238), and, as such, the consent authorities in terms of heritage are the NSW Department of Planning and the Heritage Division of the NSW Office of Environment and Heritage as a delegate of the NSW Heritage Council.

In accordance with section 4.39 of the Environmental Planning & Assessment Act 1979 (EP&A Act), the Secretary's Environmental Assessment Requirements (SEARs) for SSD-13619238 were issued on 24 February 2021. This report has been prepared to respond to the following SEARs:

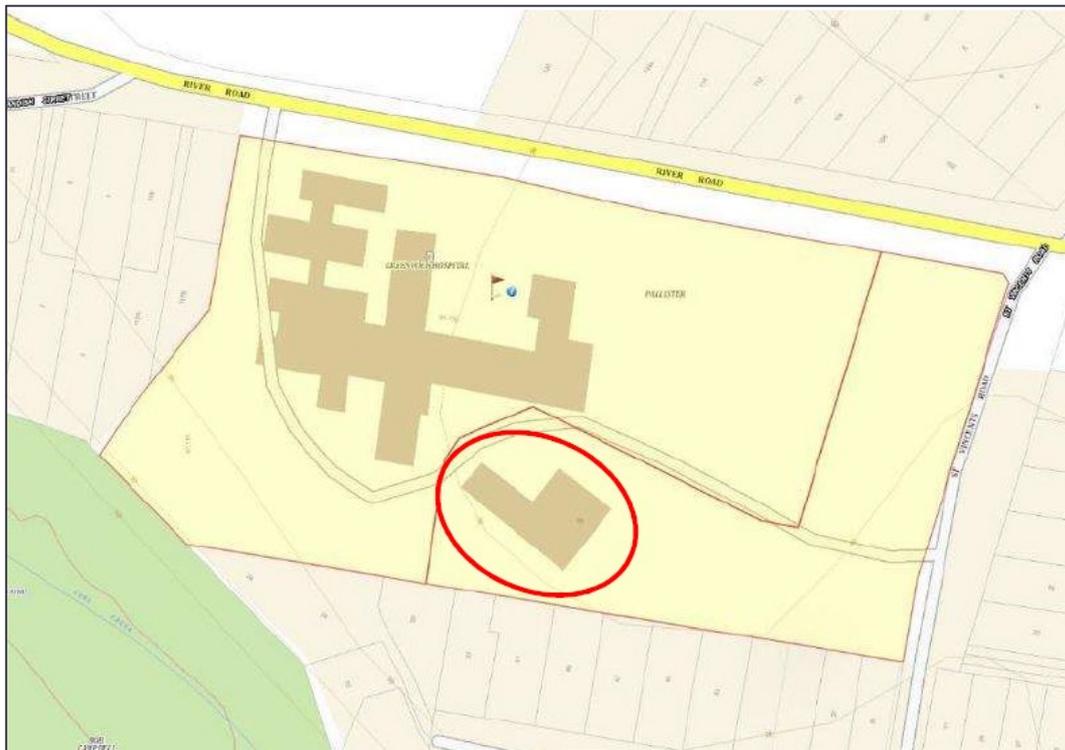
SEAR	REPORT SECTIONS
Condition B11 of the Development Consent dated 10 November 2020.	Section 5 Section 6

## 1.3 SITE LOCATION

The proposal seeks to develop the site as an integrated campus comprising health hospice, aged care and retirement living and involves demolishing the existing non-significant hospital buildings and constructing new facilities. The State listed Pallisters House (SHR 00574) is located on a portion of the site being, 95 River Road Greenwich. The NSW Land and Property Information describe the subject site as Lot 3 in DP584287 and Lot 4 in DP 584287. See Fig 1.1 and 1.2 below.



**Figure 1.1**– Aerial view of the subject site outlined in red and yellow. The site boundary for Pallister is outlined in orange and shaded in yellow. (Source: NSW Land & Property Information, SIX Maps, September 2021).



**Figure 1.2** Location of the subject site at 97 – 115 River Road and 95 River Road, Greenwich – shaded yellow. Pallister House is circled in red. North is at the top of the page. (Source: NSW Land & Property Information, SIXMaps, September 2021 ).

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## 1.4 METHODOLOGY AND STRUCTURE

The Schedule of Conservation Works has been prepared to guide works in the heritage Fabric and spatial qualities at Pallisters House, 95 River Road Greenwich. The Schedule of Conservation Works has been prepared in accordance with guidelines outlined in the Australian ICOMOS Charter for Places of Cultural Significance, 1999, known as the Burra Charter, and the NSW Heritage Office Publication NSW Heritage Manual.

The Burra Charter provided definitions for terms used in heritage conservation and proposes conservation processes and principles for the conservation of an item. The terminology used, particularly *place, cultural significance, fabric and conservation*, is defined in Article 1 of *The Burra Charter*. The NSW Heritage Manual explains and promotes the standardisation of heritage investigation, assessment and management practices.

The Schedule of Conservation Works also considers the pertinent and applicable policies outlined in the Pallister Conservation Management Plan ( CMP) prepared by Noel Beil Ridley Smith and Partners in 2004.

## 1.5 AUTHOR IDENTIFICATION

The report has been prepared by Theodora Gianniotis ( Director of BEHG ) and Alin Almasan (Heritage Architect).

## 1.6 LIMITATIONS

The Schedule of Conservation Works is based on external and internal inspection of the subject site conducted on 13 September 2021 and prepared with the following limitations;

Physical assessment of all fabric during the September 2021 inspection was based on limited intrusive visual assessment only

## 2 CHRONOLOGY OF SITE HISTORY

The Schedule of Conservation works has collated a chronological timeline of the History of Pallisters House and the adjoining grounds. The Chronology is a collation of the many historical research undertaken by various reports.

YEAR	EVENT
1848	Lands Department Documents show that Sara Nicholls initially settled 320 Hectares
1854	The area of 320 acres was granted by the Crown to Archibald Little and John Yeoman in trust for Sarah Nichols
1873	John Yeoman as Trustee of Nichols Estate sold land to James Otis and John Lackey
1877	Richard George Underwood purchased the area on the Corner of Greenwich Road and River Road is, an allotment of 1 ½ acre described as Lot 31 and part of lot 38 and erected a cottage
1878	Sub-division of Nichols Estate was offered for auction by Richardson and Wrench, and the Estate was transferred to John Dawson Solicitor
1878	Robert Henry Marnier Forster purchased Lots 39,40, 41, 42, 43 and Section D of the Nichols Estate
1881	Robert Henry Marnier Forster died and left Estate to his wife Maria, who sold it to Henry Foster
1882	Richard George Underwood sold to John St Vincent Welch and demolished the existing cottage, and built Y'berth
1883	John and Emily St Vincent Welch moved into Y'berth and were recorded to be living in Greenwich Road Willoughby from 1884-1891
1890	St Vincent Welch bought adjoining lots of the land from Henry Foster. Welch bought under the Real Property Act and in October 1890 with a certificate of Title issues at Vol 1008 Folio 199. His land now contained Lots 42 and 43, an area of 5 acres
1890	Welch sold lots 39/40 and 41 to Rev Patrick Kealing of the Jesuits Fathers, and included was Y'berth
1890	Jesuits renamed Y'berth to Loyola and used it as a novice from 1890 to 1902
1891	Plans indicate that strip of land between Lots 42 and 41 became a road known as St Vincent's Road
1892	Villa was constructed for John St Vincent Welch and was called Standish
1893	Welch moves into Standish, according to Sands
1894	The land in front of the house had been cleared, fenced, and used as a paddock.
1896	Welch purchased lots 1-8 Section 2 DP 3101, which was property adjoining Welch's other property to the south fronting Gore Street were purchased and become the site of the Tennis courts and pool

1900	1900, St. Vincent Welch had had an observatory built on the grounds for a telescope that was bought from England in 1860 to observe the transit of Venus
1904	Welch discharged the Mortgage and transferred the property to Emily
1910	Sandstone pool carved into the rock face and the grounds of Standish show a well-established garden
1913	Emily Welch Died
1918	John St Vincent Welch died and was survived by his four sons and his son Kenyon Welch, and his family lived in Standish
1920	Property sold to Mr Stanley North Innes.
1924	Innes increased the size of his Estate with the purchase of Lots 44, an area of over acres of land adjoining Standish to the West. The observatory fell into disrepair during these years.
1937	Innes sold all the property they owned to the Sydney Church of England Grammar School for Girls (SCEGS) for the expansion of the school
1936	Pallister Girls Home opens on the Greenwich Hospital site providing a home for girls, many of whom were referred by the Courts
1938	The new wing for Pallister house was constructed for classrooms designed by the architectural firm Adam, Wright and Apperly. Construction of a new driveway to River Road. The observatory is demolished after 1938.
1944	Home Mission Society purchased Standish to assist underprivileged girls
1946	The school merged with Redlands College
1946	The property was sold again to the Church of England Deaconess Institute as a girl home and renamed Pallister.
1946-1950	Australia's Women's land Army was billeted at Standish
1947	The new "Pallister" house was opened name in honour of Anna Pallister
1960-1964	Lots 1-8 fronting Gore Street were sold off, and houses were constructed on each site
1962	Subdivision of grounds of Pallister to form two allotments (DP 215290). Pallister is then located on lot 1. Hospital subsequently erected on Lot 2
1963	Home of Peace Hospitals, a subsidiary activity of the Anglican Deaconess Institution, occupied the western section of the site and constructed the first phase of Greenwich Hospital
1967	Greenwich Hospital was opened by the Minister for Health and dedicated by Anglican Archbishop Marcus Loane
1970	Deaconess Institute struggled to finance the Girl's Home and find qualified staff. It was decided to seek assistance from the Department of Educations
1970	Greenwich Hospital expands services to provide Geriatric Rehabilitation and commences developing new models of care, linking in-patient, day hospital and community services with individually designed patient care programs with a new gymnasium area
1974	Minister for Health approves Loan No. 192 for the extension of the rehabilitation facilities
1976	Conferences were held with the Department of Education and the Department of Youth and Community Services. As such, the control of the

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	management of Pallister was transferred to the Home of Peace Hospitals Subdivision of Lots 1 and 2 in DP 215290 into two new allotments, Lots 3 and 4 in DP 584287. Pallister is located on Lot 4 and Hospital on Lot 3
1970-80	Palliative Care and Rehabilitation services are refined further around the revolutionary new Total Care model, which features the combined network of medical specialists, GPs, allied health and nursing support that is the forerunner of today's multi-disciplinary care practice
1981	Pallister ceased to be occupied by the Department of Education Special Schools, and Pallister became part of Greenwich Hospital
1982	Adolescent Counselling Service was run from Pallisters House
1984	Pallister's was used by the Department of Health as the Health Media and Education Centre
1997	The new twenty-bed purpose-built Riverglen Unit opens at Greenwich to provide mental health care services for older people
2012	New Professorial positions in Palliative Care and Pain Medicine are created. The Pallister House Learning & Research Centre commences. Greenwich Hospital's Pain Clinic opens
2013	New state-wide Dementia Behaviour Management & Advisory Services (DBMAS) commence operations from their base at Pallister House, collocated with HammondCare's Dementia Centre on the Greenwich Hospital campus
2014	A thorough refurbishment of Greenwich Hospital is completed, with the total renewal of patient accommodation and staff facilities for all hospital clinical units

### 3 HERITAGE SIGNIFICANCE

#### 3.1 HERITAGE SIGNIFICANCE

Various elements of the subject site have been graded below concerning their contribution to the site's overall heritage significance. Elements include building structures and equipment located within the curtilage of the site. Grading and significance mapping are outlined below, including general form, shape, and detailed elements.

Table 1 contains the wording of the Grading of Significance given in the Conservation Management Plan Pallister, 95 River Road Greenwich NSW 2065, prepared by Noel Bell Ridley Smith & Partners Pty Ltd and adopted by the Heritage Council in November 2004 ;

As set out in the CMP, the treatment of existing component spaces, fabric and contents of the building should be in accordance with their assessed level of significance and generally, as set out in the following table.

GRADING	JUSTIFICATION	STATUS
Exceptional Significance	<b>Preservation<sup>1</sup>, restoration<sup>2</sup> or reconstruction<sup>3</sup>.</b> Adaption following Burra Charter guidelines may also be acceptable, provided the change is compatible with retaining the overall significance of the place.	Fulfils criteria for local or State listing
High Significance	<b>Preservation, restoration or reconstruction.</b> Adaption following Burra Charter guidelines may also be acceptable, provided the change is compatible with retaining the overall significance. Elements identified as being of High Significance should also generally be retained, restored, and conserved in situ subject to other relevant factors, including the technical feasibility of	Fulfils criteria for local or State listing

<sup>1</sup> Article 1.6 of the Burra Charter state "Preservation means maintaining a place in its existing state and retarding deterioration"

<sup>2</sup> Article 1.7 of the Burra Charter state "Restoration means returning a place to a known earlier state by removing accretion or by reassembling existing elements with the introduction of new material"

<sup>3</sup> Article 1.8 of the Burra Charter state "Reconstruction means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material"

	<p>proposed works. Minor intervention into the fabric, including Adaption and Alteration as defined by the Burrac Charter, is permissible, provided that the level of significance of each element is retained, with an aim not to remove or obscure significant fabric and give preference to reversible changes</p>	
Moderate Significance	<p><b>CMP 2004</b></p> <p><b>Preservation restoration, reconstruction or adaption</b> to ensure the continued use and security of the building, provided that no adverse effect is created to move the significant fabric.</p> <p><u>Further Comment</u></p> <p>Includes building fabric and relationships that support the overall significance of the Item and have some heritage value but do not make an essential or ey contribution to that significance. Also includes elements and features which were originally or of higher importance but have been compromised by later, less significant modifications or elements that have deteriorated beyond repair and cannot be reconstructed in a technologically feasible manner.</p> <p>Where the fabric is of Moderate significance, a greater level of intervention is permissible. Adaption and relocation to components of these elements and spaces are acceptable, provided that it protects the overall cultural significance of the Item. Such work should take place within defined work programs and should be the production of general maintenance or sporadic alterations</p>	Fulfil criteria for local listing
Little Significance	<p><u>CMP 2004</u></p> <p>More radical <b>adaption</b> treatment of fabric with some significance may be acceptable to ensure the continual usability and security of the place as a whole</p> <p><u>Further Comment</u></p> <p>This fabric is associated with unsympathetic alterations and additions made to accommodate changing functional</p>	Does not fulfil criteria for local or State listing

	<p>requirements. These are components generally of neutral impact on the complex significance.</p> <p>Elements assessed as being of Little significance are generally not regarded as essential to the significant aspects of the importance of a building or place, often a functional role.</p> <p>Both retention and removal are acceptable options, depending on the element. Any significant interventions to the Item should be confined to the areas where the fabric is of little significance</p>	
Intrusive	<p><b><u>CMP 2004</u></b></p> <p><b>Modification or removal</b> so that the significance of the building is enhanced by reduction or adverse effect.</p> <p><u>Further Comment</u></p> <p>Elements identified as Intrusive can reduce or obscure the overall significance of the place, despite their role as indicators of the site's progressive development. The preferred option is for their removal, conversion to a more compatible form, or replacement in a way that helps retain the overall significance of the Item. These works should be done without damage to adjacent fabric or significance. These items need to be addressed immediately</p>	Does Not fulfil criteria for local or State listing

3.2 SIGNIFICANCE OF DIAGRAM; ELEVATIONS

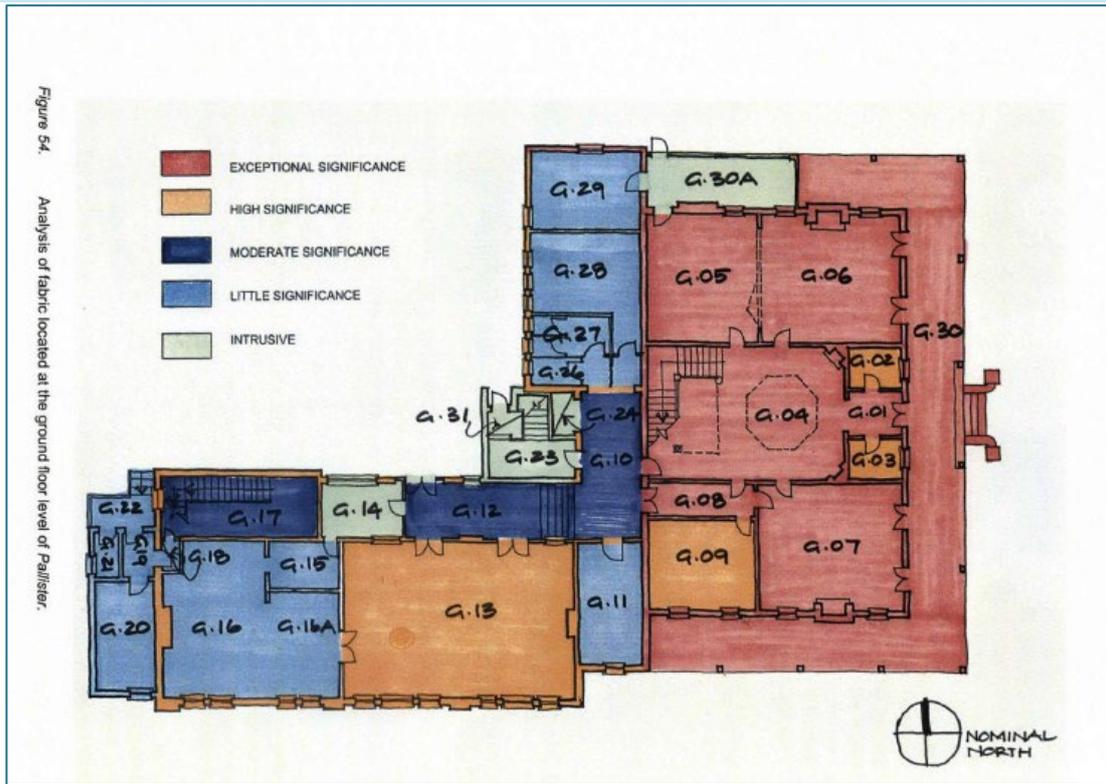


Figure 2.1 Being Figure 55. Analysis of fabric located at the first floor level of Pallister from CMP 2004

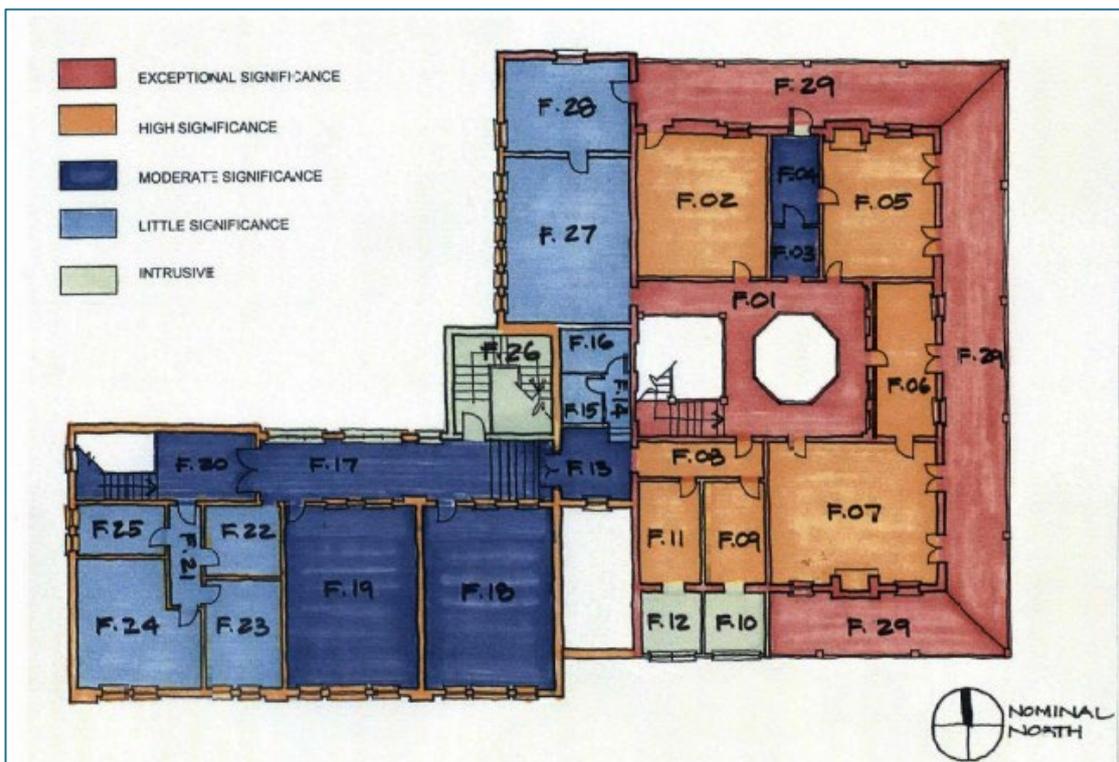


Figure 2.3 Being Figure 56. Analysis of fabric located at the first floor level of Pallister from CMP 2004

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### 3.3 STATEMENT OF SIGNIFICANCE

The following Statement of Significance for Pallister is sourced from the Office of Environment and Heritage Database, reference no 5045388:

*Pallister incorporates the late Victorian house known as Standish, which was built as a residence for John St Vincent Welch and his family in 1892, and is evidence of residential development and the suburbanisation of the Municipalities of Lane Cove, Willoughby and North Sydney. Standish is a rare example of a late Victorian Gentleman's residence within Greenwich. The house embodies the lifestyle and aspiration of Mr John St Vincent Welch and his family. It is the best surviving example of a late Victorian gentleman's villa and remnant garden setting, including a tear-drop shaped carriage loop in Greenwich. It is associated with John St Vincent Welch and his family. John St Vincent Welch was a prominent businessman who served the insurance business and the general community in Sydney in a number of ways, including: Alderman to Willoughby Council, one of the first aldermen to the Borough of Lane Cove, co-founder of the Sydney Liedertafel (Later called the Apollo Club), member of the Amateur Orchestra Society, trustee of the Art Gallery of New South Wales. The house was the childhood home of Dr Kenyon St Vincent Welch, who was the first doctor appointed to the Flying Doctor Service. The buildings have been associated with the Anglican Deaconess Institute Sydney since 1946, and with a wide range of welfare and community activities, particularly in relation to adolescent girls and based on the vision and principles established by Miss Anna Pallister (CMP 2004).*

### 3.4 HERITAGE LISTING

The subject site is located in the vicinity of the following heritage item listed in Schedule 5 of the Lane Cove LEP 2009:

Item I60 - Sandstone swimming pool (associated with Pallister, 95 River Road)51 Gore Street, Greenwich

The following Statement of Significance is sourced from the Office of Environment and Heritage Database, reference no1920068:

*Remnant early recreational structure once belonging to the grounds of St. Vincent Welchs Villa Pallister.*

## 4 SCHEDULE OF CONSERVATION WORKS – OVERVIEW

### 4.1 ABBREVIATIONS

Note: All works in this Schedule are for existing elements to be conserved only.

Refer to architects' specifications, drawings and schedules for all new work

Abbreviation

TFD: To future detail

TMEO; To match the existing original

TMOF: To match the original Finish

TBS: To be specified

HC: Heritage Consultant

This Schedule of conservation works is to be read in conjunction with the architect's drawings

### 4.2 NEW FABRIC

Any new fabric to the interior of the dwelling should follow the general principles outlined in the specifications. As a guiding principle, further work should be tailored to accommodate the existing building and not the other way around. In particular, the new fabric should be introduced in a reversible manner and that, as far as possible, does not detrimentally impact the original fabric. Should any fixing of new fabric be required, this is to be carried out with minimal impacts on the original fabric and in accordance with the guidelines provided throughout this document.

### 4.3 NEW SERVICES

The impact of new services on heritage fabric and heritage spatial qualities needs to be carefully considered. The Heritage Consultant is to be involved in the detailed design and approval of drawings.

Re-use existing penetrations for new services wherever possible. No masonry or original plaster is to be chased for new services. Reuse existing chase lines or surface mount only.

#### 4.4 SAMPLES AND HOLD POINT

Several hold points throughout the works must be observed for inspection and approval by the project superintendent/manager, HC and project architect to review the condition of any significant fabric and any testing completed to significant fabric and approve the works to proceed. These hold points also include sample requirements before ordering or commencement of work. Submit any samples required by the SCW and as listed in the following schedules. Reference is made throughout the schedule when a Heritage expert should be consulted.

The grading of significance code should also be used to guide hold points. Any works that commence in High Significance must always be undertaken with comment guidance and consultation from a Heritage Consultant.

Reference	Item	Timing
4.1.3	Mandatory Heritage Induction	Before contractor or sub-contractors commence on site
3.6	Review Structural Stability of the building	Before any excavation As structural Engineer advises with on-site Archaeologist
3.6 4.1.2 4.5.1 4.6 4.7 4.8 4.9 4.10	Review of proposed experienced heritage sub-contractors/tradespersons,	Scope of works for any of these trades must be provided to an HC before any commencement of works

#### 4.5 GENERALLY

A structural review of the entire heritage building is required if there are adjoining excavation works close to the building.

Where noted 'Check over and put into working order" item to fully functioning working order including any hardware

If needed, all to prepare and paint any previously painted surfaces

Experienced heritage trades must complete the below work.'

Sandstone repairs

Ashlar render repairs

Repairs to original timber floorboards ( internal and external) where appropriate. Structural engineer to review and advise of scope to repair replacement

Stain Glass and glass window repairs

Tile repairs

Marble Repairs

#### 4.6 GRADING OF SIGNIFICANCE CODE

Grading Table in Accordance with Significance Diagram as set out in CMP 2004. Colours have changed from the diagram, and the following is a code that correlates to the CMP 2004 grading of Significance.

EXCEPTIONAL
HIGH SIGNIFICANCE
MODERATE SIGNIFICANCE
LITTLE SIGNIFICANCE
INTRUSIVE/ LATE ADDITION NON-SIGNIFICANT

## 5 SCHEDULE OF CONSERVATION WORKS - PALLISTERS

## 5.1 EXTERNAL

PRINCIPAL EAST FAÇADE		
Element/Area	Works to Element	Notes
Garden beds	Cut back and remove all growth if any are directly adjacent to the building footing, including all creepers attached to the brickwork. Treat with biocide following the specification.	
Stone base/plinth	Repair sandstone subfloor walls as required and instructed by HC. Remove biological growth following specification. Point up as required and as recommended by HC. Pointing mix and sample TME to be provided for approval (lime-based, no cement). Clean all stones in an approved method.	
Brick walls	Remove all former signage points, metal fixings, glue, services, and modern accretions. Patch repair brick TMEO where required. Repoint minor cracking along verandah wall. Point up as required and as instructed by HC. Pointing - mix and sample TME to be provided for approval (lime-based, no cement) Tuckpointing to be re-done TMEO where needed Clean all bricks in the approved method.	
Timber Windows and doors	All timber windows and doors are covered in the individual room schedules. Allow to clean and refinish stained joinery and prepare and paint all previously painted surfaces in approved colours.	Paint sampling to determine finish (paint or stain) for timber doors and windows.
Stone door thresholds	Clean using the approved scheduled method.	
Rainwater goods	Inspect for failure. Replace as necessary TME where failure is experienced. Ensure all downpipes are connected to the stormwater system.	
Timber eaves/fascias	Any rotten elements to be replaced TMEO profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Verandah floor	Any rotten timber elements (first floor) can be replaced with TME profiles and spliced with like species. Sand back and re-finish.	Cemented ground floor portion of the verandah to be tiled appropriately. The plain concrete finish is not correct.
Metal balustrading	Where rusted/deteriorated, allow for cleaning, treating, repair and paint as specified.	

Verandah soffit	Check over and repair timber lining boards to verandah TME. Any rotten elements to be replaced with TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Slate roof	When replacement is necessary, allow to remove and replace all timber battens and Welsh Slate TME. Replace all lead flashings and copper ridging TME. Allow installing new sarking and insulation within the roof cavity.	
<b>WEST (REAR) ELEVATION</b>		
Element/Area	Works to Element	Notes
Brick base/plinth	Repair sub floor walls as required and instructed by HC. Remove biological growth following specification. Point up as required and as recommended by HC. Pointing mix and sample TME to be provided for approval (lime-based, no cement). Clean all stone/brick in an approved method.	
Brick walls	Remove all former signage points and metal fixings. Patch repair brick TME where required.  Point up as required and as instructed by HC. Pointing mix and sample TME to be provided for approval (lime-based, no cement) Clean all bricks in the approved method.	
Timber Windows and doors	All timber windows and doors are covered in the individual room schedules. Allow to clean and refinish stained joinery and prepare and paint all previously painted surfaces in approved colours.	Paint sampling to determine finish (paint or stain) for timber doors and windows.
Stone door thresholds	Clean using the approved scheduled method.	Doors to undercover storage space
Rainwater goods	Inspect for failure. Replace as necessary TME where failure is experienced. Ensure all downpipes are connected to the stormwater system.	Rainwater goods along this elevation appear functional and intact. Monitor regularly and repair when necessary
Timber eaves/fascias	Any rotten elements to be replaced TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Metal balustrading	Where rusted/deteriorated, allow for cleaning, treating, repair and paint as per specification.	
Verandah soffit	Check over and repair timber lining boards to verandah TME. Any rotten elements to be replaced with TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Terracotta Marseilles tile roof	When replacement is necessary, allow to remove and replace all timber battens and terracotta tiles TME.	

	Replace all lead flashings and copper ridging TMEO. Allow installing new sarking and insulation within the roof cavity.	
<b>NORTH ELEVATION</b>		
Element/Area	Works to Element	Notes
Garden beds	Cut back and remove all growth directly adjacent to the building footing, including all creepers attached to the brickwork. Treat with biocide following the specification.	
Stone base/plinth	Repair sandstone subfloor walls as required and instructed by HC. Remove biological growth following specification. Point up as required and as recommended by HC. Pointing mix and sample TME to be provided for approval (lime-based, no cement). Clean all stones in an approved method.	Base/plinth currently painted. Allow to repair where necessary and repaint in the approved colour
Brick walls	Remove all former accretions. Patch repair brick TMEO where required. Point up as required and as instructed by HC. Pointing - mix and sample TME to be provided for approval (lime-based, no cement) Tuckpointing to be re-done TMEO where needed Clean all bricks in the approved method.	
Timber Windows and doors	Allow to clean and refinish stained joinery and prepare and paint all previously painted surfaces in approved colours. Timber infill window units (ground floor) to the verandah can be removed to reinstate the original verandah.	Paint sampling to determine finish (paint or stain) for timber doors and windows.
Stone door thresholds	Clean using the approved scheduled method.	
Rainwater goods	Inspect for failure. Replace as necessary TME where failure is experienced. Ensure all downpipes are connected to the stormwater system.	
Timber eaves/fascias	Any rotten elements to be replaced TMEO profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Verandah floor	Any rotten timber elements (first floor) can be replaced with TME profiles and splice in with like for like species. Sand back and re-finish.	Cemented ground floor portion of the verandah to be tiled appropriately. Plain concrete finish is not correct.
Metal balustrading & cast iron columns	Where rusted/deteriorated, allow to clean, treat, repair and paint as per specification.	
Verandah soffit	Check over and repair timber lining boards to verandah TME. Any rotten elements to be replaced with TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	

Slate roof	When replacement is necessary, allow to remove and replace all timber battens and Welsh Slate TMEO. Replace all lead flashings and copper ridging TMEO. Allow installing new sarking and insulation within the roof cavity.	
<b>SOUTH ELEVATION</b>		
Element/Area	Works to Element	Notes
Brick/Stone base/plinth	Repair sub floor walls as required and instructed by HC. Remove biological growth in accordance with the specification. Point up as required and as instructed by HC. Pointing mix and sample TME to be provided for approval (lime-based, no cement). Clean all stones in an approved method.	
Brick walls	Remove all former accretions. Patch repair brick TMEO where required. Point up as required and as instructed by HC. Pointing - mix and sample TME to be provided for approval (lime-based, no cement) Tuckpointing to be re-done TMEO where needed Clean all bricks in the approved method.	
Timber Windows and doors	Allow to clean and refinish stained joinery and prepare and paint all previously painted surfaces in approved colours. Timber infill window units (ground floor) to the verandah can be removed to reinstate the original verandah.	Paint sampling to determine finish (paint or stain) for timber doors and windows.
Stone door thresholds	Clean using the approved scheduled method.	
Rainwater goods	Inspect for failure. Replace as necessary TME where failure is experienced. Ensure all downpipes are connected to the stormwater system.	
Timber eaves/fascias	Any rotten elements to be replaced TMEO profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Verandah floor	Any rotten elements can be replaced with TME profiles and splice in with like for like species. Sand back and re-finish.	Cemented ground floor portion of the verandah to be tiled appropriately. Plain concrete finish is not correct.
Metal balustrading & cast iron columns	Where rusted/deteriorated, allow to clean, treat, repair and paint as per specification.	
Verandah soffit	Check over and repair timber lining boards to verandah TME. Any rotten elements to be replaced with TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Slate roof & Terracotta roof	When replacement is necessary, remove and replace all timber battens and Welsh Slate (or terracotta where	

	applicable) TMEO. Replace all lead flashings and copper ridging TMEO. Allow installing new sarking and insulation within the roof cavity.	
Infilled verandah (currently offices)	It is recommended that the infilled portions of the verandah along the southern elevation are removed to reinstate the original extent of Pallister's verandah.	

## 5.2 INTERNAL

### 5.2.1 GROUND FLOOR

Element/Area	Works to Element	Notes
<b>G.01</b>		
Floor	Remove carpeting and retain the original timber floor below. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean repair and prepared all timber surfaces in accordance with the specification.	
Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification Remove redundant services, switches, etc., when patching and repairing.	
Ceiling	Original ceiling to be conserved, prepared and painted as per specification.	
Door Stained timber panel doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.	
Corniced archway	Prepare, repair and conserve to match historical detail as per specification.	
<b>G.02</b>		
Floor	Non-original carpeting can be removed. Retain the original timber floor. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil.	
Skirting	Clean repair and prepare all timber surfaces in accordance with the specification.	

Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification Remove redundant services, switches, etc., when patching and repairing.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors	Non-original doors can be repaired TMEO or replaced with sympathetic replacement units.	
<b>G.03</b>		
Floor	Non-original carpeting can be removed. Retain the original timber floor. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil.	
Skirting	Clean repair and prepare all timber surfaces in accordance with the specification.	
Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification Remove redundant services, switches, etc., when patching and repairing.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors	Non-original doors can be repaired TMEO or replaced with sympathetic replacement units.	
<b>G.04</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Timber beams - Clean and refinish all timber surfaces in accordance with the specification. Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO following specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All	

	hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
Stairs	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification	
Original fireplaces	Clean and conserve in-situ. Make repairs as necessary TMEO.	
<b>G.05</b>		
Floor	Remove carpeting and retain the original timber floor below. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil.  All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean repair and prepare all timber surfaces in accordance with the specification.	
Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification  Remove redundant services, switches, etc., when patching and repairing.	
Ceiling	Original ceiling to be conserved, prepared and painted as per specification.	
Door Stained timber panel doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.	
<b>G.06</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Retain original ceiling roses. Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO following	

	specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	
Original fireplaces	Clean and conserve in-situ. Make repairs as necessary TMEO. Clean and refinish mantle and architraves.	
<b>G.07</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO.	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Retain original ceiling roses. Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO following specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
Windows Double-hung sash windows (architraves,	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	

sashes, associated joinery, hardware)		
Original fireplaces	Clean and conserve in-situ. Make repairs as necessary TMEO. Clean and refinish mantle and architraves.	
<b>G.08</b>		
Floor	Non-original carpeting can be removed. Retain the original timber floor. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil.	
Skirting	Clean repair and prepare all timber surfaces in accordance with the specification.	
Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification Remove redundant services, switches, etc., when patching and repairing.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
<b>G.09</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO.	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO following specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.	

	Fanlight windows to doors to be cleaned and repaired TMEO.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	
<b>G.10</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
<b>G.11</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
<b>G.12</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	

Ceiling	A non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
<b>G.13</b>		
Floor	Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO.	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster - Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO following specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	
<b>G.14</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	A non-original ceiling can be replaced or repaired TMEO.	

Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
<b>G.15</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
<b>G.16</b>		
Floor	Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO.	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO in accordance with the specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	
<b>G.17</b>		

Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Stairs	Clean, prepare and paint/refinish surfaces as per specification where necessary. Balustrading to be checked and refinished where necessary.	
<b>G.18</b>		
Storage closet	Clean, prepare and paint as desired.	
<b>G.19</b>		
	Clean, prepare and paint or fit out as desired.	
<b>G.20</b>		
	Clean, prepare and paint or fit out as desired.	
<b>G.21</b>		
	Clean, prepare and paint as desired. Install fit-out as desired. Repair peeling paint. Damp/moisture detected. Investigate and repair.	
<b>G.22</b>		
	Clean, prepare and paint as desired. Install new fitout as needed.	
<b>G.23</b>		
	Later addition fabric within this space was added for lift and services. Install fitout as per architects' drawings.	
<b>G.24</b>		
Lift	Fit-out or upgrades to engineers' and architects' drawings.	
<b>G.25</b>		
Stairwell behind lift	Fit-out or upgrades to engineers' and architects' drawings, if applicable	
<b>G.26</b>		
	Later addition bathroom- fit-out to architects' details	
<b>G.27</b>		
	Later addition bathroom- fit-out to architects' details	
<b>G.28</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
<b>G.29</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	

Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
<b>G.30</b>		
Verandah		
floor	The current concrete/cement finish is intrusive- investigate the original tile finish. Allow installing new tiles in consultation with HC.	
Soffit	Check over and repair timber lining boards to verandah TME. Any rotten elements to be replaced with TME profiles. Allow to prepare and paint all previously painted surfaces in approved colours.	
Window infill	Later, the addition window infill to the verandah may be removed in consultation with HC to reinstate the original extent of the veranda.	

### 5.2.2 FIRST FLOOR

Element/Area	Works to Element	Notes
<b>F.01</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster - Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO in accordance with the specification. Prepare and paint in the approved colour scheme.	
Doors	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware must be retained, replaced where missing and put into working order.  Fanlight windows to doors to be cleaned and repaired TMEO.	

Stairs & Balustrading	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Allow cleaning and re-finish stained joinery.	
Walls	Plaster- repair, prepare and paint in the approved colour scheme. Repairs and patching to be done as per specification Remove redundant services, switches, etc., when patching and repairing.	
<b>F.02</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TME0	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Retain original ceiling roses. Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TME0 in accordance with the specification. Prepare and paint in the approved colour scheme.	
Doors	Refinish early/original doors following specification. All hardware must be retained, replaced where missing and put into working order.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware must be retained, replaced where missing and put into working order.	
<b>F.03</b>		
Hallway	Clean, prepare and paint as desired. Install new fitout as needed.	
<b>F.04</b>		
	Clean, prepare and paint as desired. Install new fitout as needed.	
<b>F.05</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and	

	refinish with Tung Oil. All original boards and nails must be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO in accordance with the specification. Prepare and paint in the approved colour scheme.	
Doors	Refinish early/original doors following specification. All hardware must be retained, replaced where missing and put into working order. Prepare and paint in the approved colour scheme.	Note broken fanlight in F.05, to be repaired as per specification
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be retained, replaced where missing and put into working order.	
Fireplace	Clean, conserve and repair. Refinish mantle if required.	
<b>F.06</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails are to be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Some damage to walls was detected in F.06. Return to the substrate, and inspect the wall. Patch, repair and paint in approved colour scheme as per specification.	
Ceiling	Prepare and paint in the approved colour scheme.	
Doors	Refinish early/original doors in accordance with the specification. All hardware is to be retained, replaced where missing and put into working order. Prepare and paint in the approved colour scheme.	Note fanlight in the room has oil paint residue on the glass. Clean as per specification.
Windows Double-hung sash windows (architraves,	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be retained, replaced where missing and put into working order.	

sashes, associated joinery, hardware)		
<b>F.07</b>		
Floor	Carefully remove modern carpet and retain original timber floor. Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails are to be retained in situ unless otherwise approved by HC.	
Skirting	Clean and refinish all timber surfaces in accordance with the specification. Damaged or spliced skirting to be replaced TMEO	
Walls	Prepare, repair and paint in approved colour scheme as per specification.	
Ceiling	Plaster Remove all redundant services, lighting and accretions. Where replacement is required, use existing penetrations. Patch repair redundant points TMEO in accordance with the specification. Prepare and paint in the approved colour scheme.	
Doors	Refinish early/original doors in accordance with the specification. All hardware is to be retained, replaced where missing and put into working order. Prepare and paint in the approved colour scheme.	Note more broken fanlights found in this room also. The unit is currently in poor condition. Fanlight to be replaced/reglazed TMEO. Refer specification.
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be retained, replaced where missing and put into working order.	
Fireplace	Clean, conserve and repair. Refinish mantle if required.	
<b>F.08</b>		
Floor	Check, repair and refinish timber floor	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	Patch, repair and repaint where necessary to match the existing original.	
<b>F.09</b>		
Floor	Check, repair and refinish timber floor as per specification if required	
Skirting	Strip and refinish timber in accordance with the specification.	

Walls	The central wall between F.09 and F.11 is intrusive; later added partition and removed. Original walls will be patched and repaired to match the original and painted in the approved colour scheme.	Note: intrusive dividing wall to be removed.
Ceiling	The ceiling in this area and F.11 is modified. Repair ceiling by re-sheeting once partition wall is removed.	Repair the ceiling once the intrusive wall is removed.
<b>F.10</b>		
Infilled balcony	The infilled balcony is a later element added in the 1970s and is in poor condition. It is recommended for removal to repatriate the full extent of the original verandah.	Remove intrusive infill.
<b>F.11</b>		
Floor	Check, repair and refinish timber floor as per specification if required	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	A central wall between F.09 and F.11 is intrusive; later added partition and removed. Original walls will be patched and repaired to match the original and painted in the approved colour scheme.	Note: intrusive dividing wall to be removed.
Ceiling	The ceiling in this area and F.09 is modified. Repair ceiling by re-sheeting once partition wall is removed.	Repair the ceiling once the intrusive wall is removed.
<b>F.12</b>		
Infilled balcony	The infilled balcony is a later element added in the 1970s and is in poor condition. It is recommended for removal to repatriate the full extent of the original verandah.	Remove intrusive infill.
<b>F.13</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware is to be retained, replaced where missing and put into working order.	
<b>F.14</b>		
	Hallway- Clean, prepare and paint as desired. Fit-out to the floor as per drawings.	
<b>F.15</b>		
	Non-original fabric to this room can be altered and re-fitted as necessary	
<b>F.16</b>		

	Non-original fabric to this room can be altered and re-fitted as necessary	
<b>F.17</b>		
Hallway	Clean, prepare and paint as desired. Install fit-out as desired.	
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Exposed brickwork to remain unpainted and uncoated. Repair brickwork or mortar as per specification as required.	
Ceiling	A non-original ceiling can be replaced or repaired TMEO.	
Windows	Infill windows to the former breezeway are a later addition and may be removed if desired.	Note: possibility to remove later addition windows
<b>F.18</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Prepare and paint in the approved colour scheme.	
Ceiling	The non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware is to be retained, replaced where missing and put into working order.	
Windows	Windows in this section appear to date from an early addition phase to the building and are intact. Windows are to be repaired and hardware retained. Refinish to match the existing original.	
<b>F.19</b>		
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Brick walls are to remain uncoated. Repoint if needed and patch bricks as per specification.	
Ceiling	A non-original ceiling can be replaced or repaired TMEO.	
Doors (if original)	Clean all timber surfaces of dirt, dust and glue and refinish in accordance with the specification. Check over and put into working order all mechanisms. All hardware is to be retained, replaced where missing and put into working order.	

Windows	Windows in this section appear to date from an early addition phase to the building and are intact. Windows are to be repaired and hardware retained. Refinish to match the existing original.	
<b>F.20</b>		
Hallway	Clean, prepare and paint as desired. Install fit-out as desired.	
Floor	Non-original floor replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Exposed brickwork to remain unpainted and uncoated. Repair brickwork or mortar as per specification as required.	
Ceiling	The non-original ceiling can be replaced or repaired TME.	
<b>F.21</b>		
Small Hallway	Clean, prepare and paint as desired.	
Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification.	
Ceiling	A non-original ceiling can be replaced or repaired	
<b>F.22</b>		
Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification.	
Ceiling	The non-original ceiling can be replaced or repaired	
Door	Retain existing door, refurbish and repaint.	
<b>F.23</b>		
Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Paint in the approved colour	
Ceiling	A non-original ceiling can be replaced or repaired	
Door	Retain existing door, refurbish and repaint.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	South-facing windows are of high significance and are to remain intact. Repair and refinish timber windows to match existing ones.  Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be	

	retained, replaced where missing and put into working order	
<b>F.24</b>		
Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Paint in the approved colour	
Ceiling	Non-original ceiling allowed to be replaced or repaired	
Door	Retain existing door, refurbish and repaint.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	South-facing windows are of high significance and are to remain intact. Repair and refinish timber windows to match existing ones.  Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be retained, replaced where missing and put into working order	
<b>F.25</b>		
Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification.	
Ceiling	A non-original ceiling can be replaced or repaired	
Door	Retain existing door, refurbish and repaint.	
Windows	Retain and refurbish timber-framed windows.	
<b>F.26</b>		
Stairwell & lift core	Intrusive fabric. Allow being refurbished if necessary as per architects' drawings.	
Formerly Bathroom, now offices Floor	Non-original floor, replaced if desired in consultation with HC.	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Paint in the approved colour	
Ceiling	The non-original ceiling can be replaced or repaired	
Door	Retain existing door, refurbish and repaint.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	West facing the row of timber windows is highly significant and remains intact. Repair and refinish timber windows to match existing ones.  Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be	

	retained, replaced where missing and put into working order	
<b>F.28</b>		
Floor	Check, repair and refinish timber floor as per specification if required	
Skirting	Strip and refinish timber in accordance with the specification.	
Walls	Clean and refinish in accordance with the specification. Patch and repair as necessary.	
Ceiling	The plaster ceiling is to be repaired and remain intact. Refinish TME0	
Door	Retain existing doors, refurbish and repaint.	
Windows Double-hung sash windows (architraves, sashes, associated joinery, hardware)	West facing a row of timber windows are highly significant and remain intact. Repair and refinish timber windows to match existing ones.  Strip and refinish all timber in accordance with the specification. Check over and put into working order matching all existing details. Hardware is to be retained, replaced where missing and put into working order	
<b>F.28</b>		
Verandah Timber flooring	North facing section of the verandah timber flooring has rotted out and requires repair.  Check over and repair in-situ with matching timber species as directed. No boards are to be replaced unless approved by the HC. Lightly sand back (sample to be provided to HC for approval) and refinish with Tung Oil. All original boards and nails are to be retained in situ unless otherwise approved by HC.	
Infilled section east facing	The infilled balcony is a later element added in the 1970s and is in poor condition. It is recommended for removal to repatriate the full extent of the original verandah.	
Balustrading	Rusted or corroded balustrading must be repaired and painted as per the specification in an approved colour. Repairs are to match existing historical detail. Refer to specification.	
Roof sheeting	Corrugated roofing sheets to the verandah that have rusted are to be replaced in an approved colour to match historical detail.	

## 6 HERITAGE CONSERVATION SPECIFICATIONS

### 6.1 . GENERALLY

All works in this schedule are for conservation works to significant heritage fabric only. Protection may include reconstruction to match existing or original. All work must be carried out strictly according to the details shown on each Schedule of Works and specifications and drawings for that particular item, and to the satisfaction of the Superintendent, Project Architect & the HC.

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#### 6.1.1 HERITAGE APPROACH/INTENT

The aim of the conservation is not for an “as new” appearance. Heritage fabric should be repaired by doing “as much as is necessary but as little as possible” (Australia ICOMOS Burra Charter 2013). The work is to be done with the objective of leaving intact as much as practically possible of the existing building fabric of heritage value. Where items are to be replaced, they match original or early items (unless approved by the nominated heritage architect/consultant) in size, profile and material. Should any doubt exist over specific items regarding this approach, the heritage consultant should be contacted.

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#### 6.1.2 EXPERIENCED TRADESPEOPLE

During conservation (including maintenance) works, the first preference should be to use techniques previously used on the component concerned. The second preference is to use techniques used elsewhere on the site, and the third preference is to use techniques recognised as the current practice of the time. Alternative modern techniques should only be used where the original methods used are shown to be ineffective and where such techniques will not change the component's character. Specific direction should be sought from a conservation professional where non-traditional techniques are the only method of preventing unacceptable loss of original fabric. Work that involves conservation or fixing the heritage fabric will be carried out by tradespeople with the appropriate traditional trade qualification and proven experience in similar heritage works.

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### 6.1.3 MANDATORY INDUCTION

The principal Contractor is to ensure that all workers carrying out this Contract have attended a mandatory induction as follows

1. By the HC concerning the heritage listing and conservation approach for the project
2. By the Project Archaeologist, before commencing any excavation on site

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### 6.1.4 INSPECTING AND REPORTING BEFORE STRIPPING OUT

Before any proposed stripping of paintwork, a suitably qualified heritage consultant shall investigate and study early paint schemes. This will inform the finishes for the external windows, overpainted painted joinery and internal wall surfaces.

Evidence of original/early finishes, including wallpaper where it survives, should be retained.

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### 6.1.5 FURTHER INVESTIGATION AND UPDATES OF THIS SCHEDULE

Whist surveys have been undertaken to assess the extent of original or early fabric and the relative condition of these elements; further surveys will be required where information on any particular element is limited. This includes works to determine the extent and condition of the original or early fabric and finishes, currently concealed by fitout or under paint to be removed or at a high level where the detailed inspection was not possible.

After the erection of the scaffold, careful strip out modern linings and remove intrusive finishes as appropriate, prepare more detailed conservation schedules quantifying the conservation intervention for each significant area or element in the building. After strip-out (including paint) and before any conservation works commence, assess the building to:

Inspect for cracks that can indicate structural movement.

Check if the surfaces or finishes are cracked or drummy or have surface salts that can indicate rising dampness or Inspect for cracks that can indicate structural movement.

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Check if the surfaces or finishes are cracked and may indicate water penetration.

The Architect and HC will undertake this inspection. This Schedule of Works and any accompanying drawings will be revised to reflect the decisions made at the inspection.

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#### 6.1.6 FOLLOW SPECIFICATION

All works are to be undertaken following the specifications within this report.

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#### 6.1.7 DISMANTLING AND SALVAGED MATERIALS

All heritage material specified to be salvaged during the demolition work shall be stored on-site in a secure area protected from the weather as appropriate to the items concerned. The exact extent and location of this compound are to be confirmed before the commencement of the works.

If suitable and approved by the Architect and the Heritage Consultant (HC), materials obtained from demolition or dismantling may be reused in such positions as agreed on-site.

Redundant signage, fittings and fixings: Carefully remove recent and redundant fittings and fixings. In particular, make sure all redundant ferrous fixings are removed from masonry. Note any sewer, downpipes and shutter fixings to be retained and re-fixed with lead sleeve (and cold galvanised if ferrous, before re-fixing) as directed by Architect and the HC. Any holes left by the removal of such signage, fittings, and fixings are to be repaired by the HC

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#### 6.1.8 PROTECTION

Provide all necessary protection of building surfaces from damage resulting from the provision, use and removal of all scaffolding and hoists etc. All work shall be performed without causing any damage to the existing fabric. Make good any such damage to match existing.

Protect significant elements during the works. Use the CMP as a reference and guide to significance in collaboration with this schedule's guidelines. Ensure that the existing heritage structure and elements

are at all times maintained in a waterproof but well-ventilated condition during the carrying out of the works. When removing the fabric, care shall be taken not to dislodge adjacent fabric.

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#### 6.1.9 REUSE

The priority when undertaking any repairs should be to re-use as much of the existing fabric as possible. Preservation of authentic material should take precedence over cosmetic considerations. This principle recognises that some of the original fabric will appear different from expected and available today. It also recognises that the age of the original fabric should remain obvious and that it is not the intent to return the fabric to 'a new' appearance. For example, it is preferable to re-use loose existing windows and frames rather than replace a modern equivalent.

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#### 6.1.10 'PERFECT' FABRIC

Repairs should recognise that the place may not have been perfect in its original, most significant or recent state. The worn fabric should be allowed to show the patina of time. Repairs should not attempt to put the fabric into a condition that it was never in or present it in 'as new' or perfect condition. A part not built 'straight' originally should not be made 'straight' to meet current expectations.

### 6.2 DAMP MANAGEMENT

Before commencing conservation works, ensure that sources of rising damp have been rectified as far as possible. Install temporary and reversible rectification measures if required during the works. Allow to provide a chemical damp proof course to the base of all sandstone walls. Require a methodology statement for approval by the Architect and the HC. The drill holes for the DPC shall be below the concrete or dirt floor structure and below external pavement levels. Discuss solutions for the interior of the basement before works commence.

Subfloor Vents: Make good any existing sub-floor vents, including refinishing covers and vermin proofing application.

### 6.3 GROUNDWORKS/ STABILISATION/EXCAVATION

Control all water on the site to avoid an adverse impact on significant fabric pertaining to the heritage item. Excavation to earth adjacent to significant fabric must be done by hand unless otherwise approved.

### 6.4 PAINT AND ORGANIC GROWTH REMOVAL AND CLEANING

#### 6.4.1 REMOVAL OF ORGANIC GROWTH

Carefully remove organic growth as specified (i.e. apply biocide treatment and allow growth to die before attempting removal). Any organic growth present on masonry walls or chimneys of buildings (e.g. annuals, weeds, figs etc.) are to be treated with a proprietary biocide based on a quaternary ammonium compound and incorporating tributyl tin oxide or other proven long-lasting biocides. The mix shall suit the substrate to which it is applied (e.g. Boracol 100 for Masonry). Apply the biocide following the manufacturer's instructions. Brush with water to saturate the affected areas without causing splashing or spray drift onto other areas. Operators must be provided with suitable protective clothing, and *do not spray near unprotected people*. This work should be carried out early in the contract to allow sufficient time for the plants to die and dry out before carefully removing them with minimum damage to the fabric. After a suitable period when biological growth has passed (usually at least three weeks), continue to remove the larger changes by hand carefully. Surface growths should be removed by general cleaning (low-pressure water application and gentle scrubbing).

#### 6.4.2 PAINT REMOVAL

Before removing paint on painted surfaces, allow the HC first to record the early paint layers. The following guidelines should be followed should paint need to be removed;

Remove paint from all internal and external heritage masonry (stone, render and face brick) using a non-abrasive system such as the "Heritage No. 1" paint stripping system, as

manufactured by Heim Surface Technologies or a similar product such as “Peel away” that the Architect and the HC have approved.

Use in accordance with the manufacturer’s instructions according to the substrate being stripped.

Provide samples of the proposed paint removal system of at least two square metres on masonry and at least one window sash to be conserved. Provide methodology statements for each approved sample. Retain approved sample for quality control until all paint removal has been completed.

**Cleaning:** Thoroughly clean fabric immediately after stripping paint, ensuring all paint and chemicals removal using a bristle brush and low-pressure water as approved by the Heritage Consultant.

On no account is any heritage fabric to be cleaned with an abrasive material or high-pressure jets. Use maximum 100 psi water pressure and approved mild surfactants only.

Abrasive, acid-based or powdered products and mechanical equipment shall not be used.

All cleaning and stain removal products should first be tested on a small sample sufficient to demonstrate the effect of the product or process. Allow for drying or curing the sample in enough area to understand its potential longer-term impact before inspection for approval.

## 6.5 STONEMASONRY, BRICKWORK & MASONRY

### 6.5.1 EXPERIENCED TRADESPEOPLE

Any masonry or brickwork shall be carried out by a mason and bricklayer with proven experience in heritage works, including the use of slaked lime.

### 6.5.2 MATERIALS GENERALLY

All materials to be new, defect-free, the best of their respective kinds, in full compliance with the relevant Specifications, except demolished materials approved for re-use.

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Protect and cover from the weather all perishable materials fixed or unfixed.

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#### 6.5.3 REDUNDANT FITTINGS IN MASONRY

Unless otherwise specified, remove all mild steel redundant mild steel fittings and fixings in the old masonry. Do not fill redundant holes in internal walls; leave them open unless HC specifies otherwise.

External only: Fill a hole in the wall by replacing whole bricks or stones to produce the original appearance of the wall.

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#### 6.5.4 FIXINGS

All metal dowels and fixings shall be of non-corrodible non-ferrous metal or stainless steel 316 unless otherwise approved by the PM and the HC. Provide all accessories necessary for professional installation of new stone, including cramps, dowels, joggles, etc.

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#### 6.5.5 HARD CEMENT RENDER REMOVAL

See designated areas as shown on the drawings (if applicable). Some hard cement render is on sandstone, and some are on brickwork. Should removal of rendering be necessary, hand tools must be used by a professional and skilled trade unless otherwise agreed on-site in consultation with an HC and architect.

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#### 6.5.6 SALVAGED STONE

Should there be any need to remove or demolish sections of stone/masonry. The stonework must be carefully dismantled to salvage stone for repairs elsewhere in the building.

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#### 6.5.7 NEW STONE

New stone is the first quality plain sandstone to match existing appearance, free of prominent figures or veins, as similar as possible in bearing strength, porosity, permeability and appearance to the original and from a quarry.

Recycled stone may be used with the prior approval of the architect and the HC, provided it meets the standard requirements. The recycled stone must be free of salt content.

### Causes of stone rejection

Causes for rejection of stone include:

- Any stone cannot be identified as coming from the nominated stockpile or quarry area.
- Stone will be rejected where any noticeable inclusions, defects, or surface treatment affects the stone's appearance, structural performance, and durability.
- Any stone with excessive colour variation. Some colour variation is acceptable.
- Any stone which is excessively colour banded. Some colour banding is acceptable.
- Any stone with blotchy or linear rust-coloured iron stains.
- Any stone which changes colour unpredictably.
- Any stone with tea leaf is detrimental to its appearance.
- Any stone with heavy iron inclusions or kidney is detrimental to its appearance.
- Any stone stained, bleached, or treated with colouring or chemical oxidising agents.
- Any stone shows signs of major petrographic variation indicative of possible structural weakness. Examples include mineralogical change (i.e. presence of mica or shale beds) and physical change (i.e. visible porosity and distinct grain size variation).
- Any stone displays a black line.
- Any stone with clay or shale inclusions.
- Any stone with soft or hard sandballs.
- Any stone with heavy concentrations of quartz pebble.
- Any stone with open or healed joints.
- Any stone with stress release or seismic induced fractures.
- Any stone with any visible planes of weakness.
- Any stone to which acid has been applied in any concentration at any time.

### Tooling of stone

The tooling of various new works matches the original tooling as determined by examination of adjacent areas and approved by the Heritage Consultant. The contractor shall not attempt to match weathered tooling, and new stonework should look like the original when new.

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#### 6.5.8 SAND FOR STONE OR BRICK MASONRY CONSERVATION

Fine, evenly graded, washed sand with low clay content and free from effervescing salts following BS1200. Sand specified in this section allows for two sand types:

Fine to medium sands – For use in 3mm (nominal) joint widths. One sand type that is currently acceptable is H Sydney Sand, Kurnell by Rocla Medium to coarse sands - For use in 10mm (nominal) joint widths and for other purposes in masonry conservation. One sand type that is currently acceptable is Glenella, Fine Coarse by Glenella Quarry Pty Ltd.

The sands listed above are a guide only. Other sands that meet the standard will be acceptable. Please note that blending sands from different sources in the correct proportions is allowable and can assist in achieving sand with the proper size grading. Sand grain shape is also an essential requirement of the standard, and grains need to be sharp and angular, not rounded. Sand colour will also be considered when assessing appropriate sand for the works.

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#### 6.5.9 LIME FOR MASONRY CONSERVATION

Generally, Lime shall conform to AS 1672.1: Limes and Limestones – Limes for Building, except where this specification provides additional requirements.

Hydraulic lime (not covered by AS 1672.1) shall conform to BS EN 459 Building Lime. For most of the work, a lime-based mortar using hydraulic lime is used rather than a Compo Mortar.

### Definitions

Lime putty—the product obtained by slaking quicklime with a surplus of water and aging for a minimum of three months. Processing additions—constituents other than those defined in this Section, added in minor quantities during the manufacturing process to aid the manufacture or improve the handling properties of lime.

Quicklime—essentially calcium oxide in a form that can be readily slaked by reaction with water.

Water—either town supply, runoff water, recycled water, or natural underground sources, free from harmful chemicals with a maximum total dissolved solids (TDS) of 2500 mg/L.

Requirements Lime for use in mortars shall be either:

Quicklime (in rock, lump, chip or powder form, to slake to form lime putty (Offsite)

Pre-made “Rock Lime Putty” (supplied by the manufacturer) in sealed plastic containers or bags

### **Lime putty**

Lime putty shall be directly slaked from quicklime. This process is to occur safely off-site.

Quicklime to be progressively added while the mix is stirred until there is an excess of water and the reaction subsides. Avoid lumps of unslaked lime. Pass the finished putty through a fine sieve to remove any lumps. When cool, the slaked lime shall be transferred to an airtight container, and the lime putty is allowed to mature for three months before use.

Commercial pre-slaked lime putties shall be equal to “Blue label” Lime Putty” by Lime Industries of Western Australia, or “Slaked Lime” and “Putty Lime” by Westox Building Products of Sydney, provided account is taken of their density and components as follows:

### **Preparing lime putty for use**

Lime putties must be drained of any free liquid and slurry-like material, and only stiff (cheese-like) putty that will stand without losing its shape shall be used for mortars.

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The liquids shall be retained in sealed containers and in small quantities to make mortar more workable for future use.

### **Bulk Density**

Directly-slaked lime putties shall have a bulk density of at least 1.35 kg/litre.

### **Admixtures and Additives**

Admixtures (air-entraining and water-retaining agents) and additives (such as ground limestone) may be specified but not used otherwise.

Reportable properties and characteristics: the nature and quantity of any processing additions (such as air-entraining agents) shall be disclosed. Do not use additives in lime putty unless prior approval has been obtained.

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#### 6.5.10 DESALINATION/ REMOVAL OF SALT DEPOSITS

Treat all aggressive salt contamination before carrying out the repairs. Desalinate to remove salt deposits and lower aggressive salt content in brick or stone. Removal of salt in masonry is also required where internal plaster or external render hollow-sounding from salt decay and needs to be removed. Apply salt removal methods before reinstating plaster or rendering TME. Therefore, removing failed applications or renderings on walls should be an early priority to allow time for the salt remediation process and drying. Carry out salt tests before, during, and after the remediation for the sample areas and the entire desalination process.

#### **Poulticing** (alternative approach to desalination)

Apply Westox Cocoon or similar in accordance with the manufacturer's specifications. Test after ten weeks. Allow at least 3-12 months for a poultice to take effect.

#### **Dry / Wet Vacuum Process** (preferred approach to desalination of masonry)

Remove the "hardened crust" of salt deposits as before stated and dry vacuum off loose surface dust and salt particles. Following this mist water, spray masonry surface, then remove salt-laden water with wet vacuum. Then allow the masonry to dry (drying phase).

Wet vacuum desalination work shall comprise a cycle of Dry vacuum, water saturation, damp vacuum removal and drying processes at regular intervals.

Before mist water spraying, fill all open joints, protect all openings from water and provide a suitable water disposal system for wet vacuum.

Proceed with wet vacuum desalination work by mist spray saturating one stone at a time. Wherever possible, no salt-laden water is to flow onto adjacent rocks. Thoroughly wet a horizontal stripe along the top area of the stone. Repeat the process of water saturation in layers down the stone. Repeat by starting at the top and continuing the spraying until the stone is saturated.

At the end of the wetting phase, extract salt-laden water with a wet vacuum using appropriate heads.

Repeat the work over the entire face of the contaminated stone area for at least two wet vacuum two cycles, keeping the stonework moist continuously.

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#### 6.5.11 MORTAR

Proportioning of materials to be made dry in proper gauge boxes before mixing or in other approved manner. The colour of the mortar shall match that of the original mortar in facework by carefully selecting sand.

**For most of the work, a lime-based mortar using hydraulic lime is used rather than a Compo Mortar.**

#### **Cement**

Cementitious mortar is not to be used, except where scheduled. Cement is to be off white glue of an acceptable brand of Portland Cement.

**Lime mortar**

Use for all bedding stones and all grouting works,

Three parts sand

1 part lime putty

The mixture is to be allowed to stand for a min of 14 days before use.

**Compo mortar**

Use for pointing out all stonework and brickwork,

Ten parts sand

Two parts lime putty

1 part white Portland Cement

**Compo mortar for subfloor brick piers etc**

Use only for new subfloor piers, new subfloor walls, and new building additions and were specifically scheduled:

Six parts sand

1 part lime putty

1 part cement

Where instructed explicitly by the Heritage Consultant, a light gauging (1:12) of cement may be added to the mortar used in joints badly exposed to the weather, for example, copings.

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#### 6.5.12 STONE REPAIR

**Generally**

All new stones must be fully bedded with their natural bed at right-angles to loads or thrusts, except otherwise instructed. The lines of all mouldings, curves, angles etc., are to be worked out of the solid.

No angle mitre-joints will be permitted, and, except where specifically instructed, no new stone shall be of less depth than 100mm from the face of the wall.

### Replace

Where scheduled 'replace', remove the entire element and replace with new work to profiles matching exactly original profiles, mortar joints and details

Indenting Where scheduled 'stone indent', remove the front section of stone to a minimum 125mm depth and supply and fix new facing 100mm thick. Fully grout up all joints and behind each stone with a liquid mixture of lime mortar and stone rubble where single stones are indented fix stones on the backside with stainless steel dowels epoxied in or other an approved method. Grout up behind as much as possible and fully grout joints. Where single stone indents are over 750mm long, they are dowelled at a minimum of 300mm centres into the substrate. Where an element is stone window sill reface to the depth of min. 75mm behind the outside face of the timber window sill. Where a stone is located at a return or reveals, the new facing must be made in an 'L' shape to simulate a stone of total depth.

### Resurface

Where scheduled 'resurface', the stonework is to be tooled back to a sound surface with a profile close to the original.

### Piece in

Insert a new stone to fill an aperture with only hair-line joints. The Heritage Consultant or the Architect will approve aperture size and location.

Artificial masonry repair is *only* to be used when scheduled or otherwise agreed upon by the heritage consultant. Epoxy Patch: Rub back to sound material. Apply an epoxy bond coat. Whilst the bond coat is still tacky, trowel on the repair mortar. Large patches will require non-corroding stainless steel pins and wire reinforcing mesh for anchorage and reinforcement. The epoxy patch should be no more

substantial than one part resin to ten parts sand. Blended natural sands (clean, sharp, free from impurities and an approved source) are to be used to match the stone colour.

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#### 6.5.13 STONE TOOLING

All new work matches the original tooling as determined by examination of adjacent areas, and the contractor shall not attempt to match weathered tooling. That is, new stonework should look like the original when new. Burra Charter Guidelines should ensure that reconstruction should be identifiable on close inspection, whereas new work should be readily identifiable. Any repairs should not be readily apparent so that the cultural significance is not distorted.

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#### 6.5.14 BRICK REPAIRS

##### **Replace**

Where scheduled 'replace', remove entire area or element nominated and build new work matching exactly adjacent original work, including matching mortar colour, texture and joint profile.

##### **Insert new**

Where scheduled 'insert new', insert new bricks as specified by the architect or HC. Lay in bond as specified by the HC and use lime mortar to match adjacent mortar colour, texture and joint profile.

##### **Make good or repair**

Where schedule 'make good' or 'repair' existing brickwork remove all decayed or faulty bricks from the area or element nominated and build in salvaged bricks of the same size and jointing pattern as the original. Rake out or remove the remainder of loose or faulty mortar from joints and repoint.

## 6.5.15 REPOINTING

### Generally

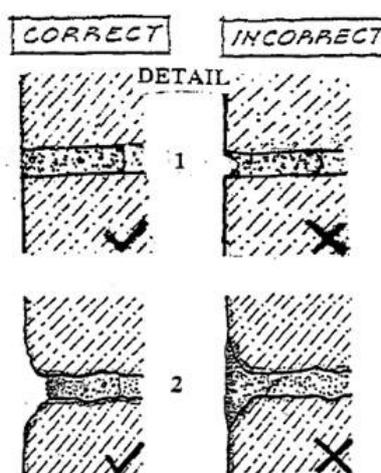
Existing mortar shall be removed/raked out to a minimum depth of 20mm, the joint sufficiently saturated, then repointed with new mortar as specified.

On no account is any joint to be widened to admit pointing. The repointing is intended purely as filling to prevent water permeation between units into the walling behind. Cement-based mortar may be used only as directed in very exposed positions. Thoroughly wet down existing stone before pointing. Do not allow mortar to spread over stone arrises even where these are weathered. Following pointing, joints must be kept damp for 14 days to prevent premature drying and consequent cracking and loosening of mortar.

### Repoint

Where scheduled 'repoint', cement or another jointing shall be removed/raked out to a minimum depth of 20mm, the joint thoroughly wetted and flushed up and finished as above. The diagrams below are from "Conservation of Building & Decorative Stone", Vol. 2. John Ashurst & Francis G. Dimes, pp. 87.

Not to Scale.

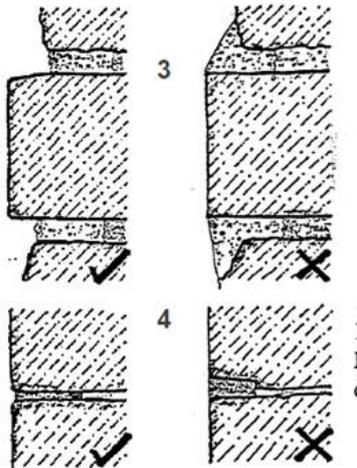


DETAIL 1. STANDARD FLUSH JOINT POINTING & RE-POINTING

Point and re-point all open, loose and defective joints as specified, and where indicated. Maintain the original joint width using standard details as specified for pointing and re-pointing. Flush fill joints to the original face line.

DETAIL 2. ERODED ARRIS JOINT PATCHING

Maintain original joint width by not filling these joints out to the original face line. Use mortar and workmanship procedures as before stated Detail 1. Fill joints out only to where the eroded arrises begin to widen in the joint. Avoid thickening the joint appearance. Avoid mortar being feathered on the outside of the stone where water traps may be created.



#### DETAIL 3. PROJECTING STONE OR BRICK JOINT RE-POINTING

Point and re-point all open and defective joints as before stated Detail 2. Allow to slightly chamfer or round the top bed of the projecting stone or brick to throw off water. Do not change the thickness or appearance of the joint by using weather struck mortar fillets, which may also trap water.

#### DETAIL 4. THIN JOINT RE-POINTING

Point and re-point all open and defective joints as before stated Detail 1. Maintain original joint width.

## 6.6 PLASTER

### 6.6.1 GENERALLY

The plasterer is experienced in preparing, applying, and finishing lime hair plaster. Protect adjacent surfaces, particularly roofs, from defacement and damage due to droppings and traffic.

### 6.6.2 UNEXPECTED PLASTER REPLACEMENT

Verify areas of existing plaster found to be unsound with the Architect before replacing. No variation will be allowed for plaster replacement unless inspected before removal.

### 6.6.3 PREPARATION

Remove all loose and defective work to areas scheduled for plaster replacement. Rake out joints of brickwork to a depth of 10mm. No coats shall be applied on any work until the Architect has authority to proceed with plastering.

Thoroughly wet all brickwork, concrete, etc. Prepare the surface to ensure a good key before applying it to plaster.

Scratch or cross broom all first coats to provide a key for subsequent coats.

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#### 6.6.4 MATERIALS

Generally

Lime putty - Prepared in accordance with AS CA 27-1949 - Code of recommended practice for internal plastering on solid backgrounds from quicklime as described in Section 2, part 5, (as) or from hydrated lime as described in Part 5 (b).

Sand - Clean, sharp, free from impurities, from an approved source.

Proportioning of materials to be made dry in proper gauge boxes before mixing or in other approved manner.

Animal hair - cow hair or alternative approved by Architect.

Plaster - Gypsum plaster complying with AS A43 - Gypsum plaster for building purposes.

Cement - ABS STONEMASON.

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#### 6.6.5 LIME PLASTER

Except where superseded by this specification, material and workmanship shall be carried out following AS CA 27 - 1959 - Code of recommended practice for internal plastering on solid backgrounds.

##### **Surface preparation:**

The background must be sound and free from oil, grease, wetting agents, dirt or other loose material.

##### **Retempering:**

Mixes containing gypsum plaster shall be used within 30 minutes after adding water or liquid ingredients. Beyond this time, the mixture shall be discarded. No rettempering shall be allowed.

##### **Rendering (scratch) and Floating (levelling) Coats**

One part lime putty

One part of the hair (teased up)

Three parts sand

Use coarser sand for initial coats. Cure mixture minimum fourteen (14) days before using. Apply in coats of not more than 15mm thickness to avoid excessive shrinkage. Provide as many coats as is necessary to level the wall at min. 15mm cover.

#### **Finishing Coat:**

Three parts lime putty

One part gypsum plaster

Finish with a steel float. The final coat will need wetting and setting to eliminate crazing.

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#### 6.6.6 REFIXING OF EXISTING PLASTER/RENDER

Where scheduled 'refix plaster/render', the existing wall plaster is to be carefully repaired and otherwise stabilised, including the following works:

Support with sheeting and framing to avoid collapse during the works and sufficiently to jack back plaster as below.

Protect from weather during work. Work over and identify all hollow sounding areas.

Carefully cut out 100 x 100mm squares of plaster at approximately 450mm centres to reveal the inside edges of the application separated from the substrate. Locations of squares are to be discussed with Architect before work begins.

Remove loose particles and thoroughly dampen plaster and otherwise prepare the surfaces.

Push in cornice cement as far as possible into the voids. Gently jack back the plaster surface to compress cornice cement as much as practicable to achieve good adhesion. Maintain support until full adhesion of the cornice cement has been completed. Replaster squares of mixing plaster in plaster mix to match existing and finish.

## 6.7 TIMBER AND JOINERY REPAIRS

All timberwork shall be carried out by a carpenter/joiner approved by the Heritage Consultant or the Architect. Approval of a tradesperson will be based on their relevant experience in working with timber in historic buildings.

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### 6.7.1 TIMBER SELECTION & SAMPLES

Timbers used in conservation work or replica elements shall match as closely as possible the significant adjacent fabric. Any replacement timber must be well seasoned to reduce the risk of any new timber swelling or shrinking after installation. In selecting wood to match existing timber, other considerations include:

- Colour and grain matching

- Section sizes

- Moisture content

- Joint design

It is recommended to provide samples of each type of timber & joinery repair for approval of the Architect and the HC before proceeding with the work.

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### 6.7.2 MATERIALS & WORKMANSHIP

#### **Materials and Shrinkage**

All timbers are to be the best quality of their respective kind, sound and well-seasoned, free from sap, shakes, large or loose knots and other defects.

Any joiner's work that may be split, fracture, shrink, part in the joints, or show flaws or other defects or unsoundness due to wanting of seasoning or bad quality must be removed and replaced with new materials, together with all other work, thereby affected.

#### **Timber Sizes**

Scantlings will be square to the specified size; allowance will only be made for saw cuts and dressing. Except where 'finished size' is specified, joinery will be accepted with a Fair-Trade Allowance for Working.

### **Levelling**

On brickwork, all levelling or joists, plates, beams, etc., on brickwork shall be done with compressed cement sheet, cement mortar, or other such enduring material. The use of wooden packing or wedges will not be allowed.

### **Priming**

Prime all external timbers before fixing. Prime on all faces before leaving the joinery shop. Reprime built-in surfaces of door and window frames before installing.

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## 6.7.3 PRESERVATIVE TREATMENT

All new timber used for repairs and all exposed raw existing timber and any existing timber where the paint finish has been removed to the natural timber face shall be treated with a borate preservative. The preservative to be used shall be nominated for approval before use by submitting technical datasheets. The product shall be fully compatible with the timber's epoxy resins, adhesives, and paints. Brush apply two coats of borate similar or equal to "Boracol 200 by Ozmose". Apply two flood coats and allow to dry thoroughly before priming or using glue. Any further work involving cutting or drilling the surface shall be re-treated with a liberal fluid application.

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## 6.7.4 TIMBER REPAIRS

Only replace the minimum material as necessary to reconstruct the original form of the damaged timber

### **Patch**

Where an element is scheduled 'patch', check out defective areas to square section and glue, pin and clamp new patch into the cavity. The new section is to fit tightly, showing minimum evidence of patching. Timber colour, species and grain to match existing. Plane off and stop up. Where doors have been cored for lock cylinders, patching may not be done with dowel.

### **Splice on**

Where an element is scheduled 'splice on', check out defective areas to form a scarf joint. Scarf on a new piece of the same cross-section to original and securely glue, clamp and otherwise fix to ensure adequate bearing. Recess fixings and conceal, for example, bolt heads and nuts hidden with timber patches.

### **Matching Joinery**

Where scheduled 'to match existing', new elements shall do so precisely in outward appearance. Moulding, profiles member sizes, construction etc., must match that nominated, which shall be preserved for comparison. The contractor is not expected to compare things such as timber species, construction methods etc., that are not exposed to view at completion.

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## 6.7.5 STRUCTURAL TIMBER

Retain original timber members and detailing. Consider splicing in new sections of matching or similar species or strengthening original sections with 'sister' members or metal plating. Patch repairs to timber elements, particularly where a damaged component remains in good working order.

Cut out the rotten or damaged sections of timber. Patches should be the same species as the existing timber and well-seasoned to avoid shrinkage. The grain in the patch should run in the same direction as the original. Ensure adhesives are suitable for the situation.

Fix new members alongside existing framing members in concealed areas. Where existing framing elements have failed, they may be repaired by bolting new members (such as metal plates) alongside the existing ones, so they act as a splint or extension piece.

Repair damaged portions of a timber element where the repair is visible using a scarf joint. A scarf joint can be used where a timber element has a rotted end or base. After the damaged portion has been removed, a new piece of timber should be spliced into the existing to be locked together. With scarf joints, the members must fit closely for strength and neatness, and the splice or diagonal cut is used to create a larger surface for fixing. A countersunk fixing can be used and concealed.

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#### 6.7.6 JOINERY

Only replace the minimum material as necessary to reconstruct the original form of the damaged timber. Use a splayed splice joint with undercut and step to give the optimum surface/fixing and ensure that moisture is directed away from vulnerable areas where appropriate, e.g. the outer face of windows.

##### **Existing Door & Window Frames**

Replace: Where scheduled 'replace' remove existing and UOS install the new frame to match size and profile of original exactly. Provide all grounds and fixings to authentic detail.

Reseat: Where scheduled 'reseat' carefully remove the frame, check over, and replace defective grounds and other fixings. Reinstall frame plumb and square to original details.

Relocate: Where scheduled 'relocate', dismantle frame or jamb lining together with architraves and install at a new location nominated to match original details. Provide and fit all new fixings to match original details.

## Windows

New pieces of timber or joints shall be spliced into the existing window. Use well-seasoned wood that closely matches the line, grain (number of growth rings), and density of the existing timber. Use fixings such as timber pegs/dowels or nonferrous screws/pins to link splice repairs to the window and glue. The repairs are to be well painted, that glass is set in putty, and that frames are correctly positioned in mastic. Retain as much sound old glass as possible. Replacement glass is to be of the same thickness.

Replace sill: Where scheduled, 'replace sill', remove the frame from masonry opening, brace frame and detach decayed sill from tenons of pulley linings. Check over the frame and verify further defective elements (if any) with Heritage Consultant. Fit new sill to match details of the original. Reseat frame in masonry opening plumb and square, and UOS refix existing linings, architraves, mouldings and trims.

Replace, reset frame: Where replacing frames salvage and reuse axle pullies and weights.

Reglue sash: Where scheduled, 'reglue sash' remove sash to the workshop and carefully salvage existing glass panes. Reassemble, glue and clamp. Prime and reglaze reusing original glass. Replace members nominated in the schedule to match the details of the original.

Replace sash: Where scheduled 'replace sash', make up a new sash to match details of the existing sash or sash nominated exactly. UOS salvage and reuse sash lifts and fasteners.

Rehang sashes: Where scheduled 'rehang sash', rehang sashes on first quality sash cord and existing weights.

Put in working order: Where scheduled 'put in working order, check over, ease and refit sashes, replace defective parting beads, stop beads and pocket covers to match existing. Fit and rehang.

## Existing Doors

Rehang: Where scheduled or required, 'rehang' remove door and patch frame at hinges to provide a secure door fix. Rehang door reusing existing hinges unless otherwise scheduled.

Refit: Where scheduled or required 'refit', remove door and plane off or add to rails and stiles to provide a close fit to the existing frame. Glue, pin and clamp additional pieces for larger dimensions than the finished size and plane down flush. Rehang ABS.

Relocate: Where scheduled 'relocate', salvage door from position nominated. Fit and hang ABS in scheduled location.

Replace mouldings: Where scheduled 'replace mouldings', provide or replace nominated mouldings matching exactly the existing profile nominated in the schedule. Spring into position to offer tight mitres and pin at a maximum of 200 centres. Prime external mouldings before fixing.

Replace: Where scheduled 'replace', remove existing or otherwise nominated door to shop and match details exactly sized to suit existing frame opening. Fit and hang ABS.

## 6.8 GLAZING

### 6.8.1 EXISTING GLASS

Preserve and reuse all existing and stained glass unless otherwise directed by Architect and the HC. Where sashes, doors etc., are repaired or replaced, salvage glass and reuse.

Care of Old Sashes: Carefully remove old putty not to damage existing stiles, rails and glazing bars. Repair joinery damaged by reglazing (no variation will be allowed for this work).

### 6.8.2 GLASS REPLACEMENT

New glass, such as obscure glass, is specified samples of different finishes suitable for installation for selection by Heritage Consultant. In some cases, samples of alternative glazing finishes may be required for selection.

Any stain glass replacement must be carried out by a qualified professional and directed by historical evidence.

## 6.9 PAINTING & OTHER FINISHES

### 6.9.1 GENERALLY

All painting and other finishing products will be applied in accordance with the manufacturer's instructions. Provide samples of all applied paint and different finishes (e.g. limewash) to heritage elements for approval by the Architect and the HC.

### 5.9.2. External Woodwork

#### **Painted:**

#### Eaves, fascia

Sand down and spot prime bare areas with pink primer conforming to GPC P 18/1 and AS 2301. Putty up and make good cracks nail holes and damaged areas, and paint:

One (1) coat of undercoat

One (1) coat of undercoat (tinted)

Two (2) coats of gloss enamel paint

Sand down and dust off between each coat.

The undercoat should be tinted to approximate the colour of the finished coat.

#### **Strip and Refinish**

All overpainted windows and doors will be stripped back and re-stained subject to paint analysis. Where scheduled 'strip joinery' completely strip varnish, shellac, paint or other finish from existing surfaces, using solvent-type stripper or hot air gun. Clean down to bare timber and finish with 240-400 paper and steel wool. Putty up and make good cracks, nail holes and damaged areas

Where joinery is scheduled, shellac applies stain and appropriate weatherproof varnish as per manufacturers instructions, rubbing back between coats TME. Then rub back using a pad dampened with methylated spirits and pumice powder under the rag and then fine sand with 240-400 paper and steel wool.

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## 6.9.2 INTERNAL WOODWORK

### Clean and Refinish

Surfaces are to be cleaned with sugar soap and prepared with steel wool. Apply one (1) coat of stain and shellac to match existing old work.

### Strip and Refinish

Overpainted woodwork is to be stripped back and re-stained. Where scheduled 'strip joinery' completely strip varnish, shellac, paint or other finish from existing surfaces, using solvent-type stripper or hot air gun. Clean down to bare timber and finish with 240-400 paper and steel wool.

Where joinery is scheduled, shellac applies stain and five (5) coats of shellac rubbing back between coats TME. Then rub back using a pad dampened with methylated spirits and pumice powder under the rag and then fine sand with 240-400 paper and steel wool. Finish with: 'wax finish' apply two (2) coats of shredded beeswax in mineral turpentine medium.

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## 6.9.3 INTERNAL PLASTER

Previously painted plaster and masonry walls and ceilings:

Remove all loose and flaking paint. Patch all damaged areas and flush up stripped areas to the level of surrounding paintwork with the patching compound. Sand down.

All bare areas and patched surfaces to be painted with:

One (1) coat acrylic sealer, GPC S-17/2

Two (2) coats of low sheen acrylic, GPC L-27 (satin acrylic ), GPC L-27 and AS TR1, Part 2 in  
bathrooms and toilets

Surfaces in good condition: to be sanded down and painted:

two (2) coats of low sheen acrylic, GPC L-27 (satin acrylic ), GPC L-27 and AS TR1 Part 2 in  
bathrooms and toilets.

## 6.10 METALWORK

### **Ironwork:** Paint:

One (1) synthetic resin-based primer.

One (1) undercoat (tinted)

One (1) coat of gloss enamel paint

### **Rust Proofing:**

When a 'rust proofing' paint is scheduled, remove the bulk of rusted material by scraping, wire brushing and the like, wash with proprietary phosphoric acid type rust converter solution and dust off. Prime and paint in accordance with the manufacturer's recommendations.

### **Non-ferrous metals and galvanised steel:** Paint:

One (1) etch primer

One (1) undercoat (tinted)

One (1) coat of gloss enamel paint

### **Previously painted metalwork:**

Sand down and dust off and then paint:

One (1) undercoat (tinted)

One (1) coat of gloss enamel paint

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#### 6.10.1 PAINT REPAIRS

Making good: Where scheduled 'make good' surfaces shall be primed where bare metal or timber is showing, then painted with the same number and type of coats as adjacent paintwork. Finish coat to surfaces to be 'made good' shall be applied to whole areas, i.e., nearest edge, re-entrant, or salient angle.

Touch up: Where scheduled 'touch up' surfaces shall be painted/stained except that the finished coat is to be a close match to the existing surface's colour and finish and be applied only to the area of new or repaired work.

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#### 6.10.2 TIMBER FLOORS FINISHES

Existing floors are to be cleaned to approval, including removing living finishes. All new patches are to be stained and finished to match the existing base, and the whole floor is sealed with two coats of timber floor sealer approved by the Heritage Consultant and rubbed back between coats. Finish off in a full bodied polished wax finish using a minimum of two (2) coats of approved wax, sanded back between coats.

#### 6.11 SERVICES

The impact of new services on heritage fabric and heritage spatial qualities needs to be carefully considered. The Heritage Consultant is to be involved in a detailed design concerning the location of fixing services. Where possible, re-use existing chase lines in plaster finishes.



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