

CONCISE SPECIFICATION & SCHEDULE OF WORKS

for

**PROPOSED REPLACEMENT OF (STOLEN) LEAD ROOF COVERING TO
VESTRY IN TERNE COATED STAINLESS STEEL AND ASSOCIATED WORKS**

at

**SAINT PETER'S CHURCH,
VICARAGE LANE,
DUNSTON.**

For

**THE CHURCHWARDENS AND PAROCHIAL CHURCH COUNCIL OF
SAINT PETER'S CHURCH, DUNSTON.**

(THE CHURCH IS A GRADE 2 LISTED BUILDING)

ROGER WRIGHT - ARCHITECT

April, 2023

TO BE READ IN CONJUNCTION WITH ANY ARCHITECTS SPECIFICATION AND ANY OTHER DRAWINGS, SKETCHES OR PHOTOGRAPHS

ALSO TO BE READ IN CONJUNCTION WITH ANY DIOCESE OF LINCOLN FACULTY OR SCHEDULE 1 APPROVAL, ANY PLANNING OR BUILDING REGULATIONS APPROVAL, AND ANY OTHER ASSOCIATED CONSENTS

ALL MATERIALS TO MATCH THOSE EXISTING, UNLESS OTHERWISE INDICATED OR AGREED

ALL DIMENSIONS, LEVELS, STRUCTURE ETC. TO BE CHECKED AND AGREED ON SITE

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This Document is not intended for use as a formal Full Contract Specification

CONCISE GENERAL SPECIFICATION.

GENERAL - INFORMATION

- STATUS** The Church is a GRADE 2 Listed Building. Please also refer to any relevant Schedule 1 or Faculty Approval issued in the Consistory Court of the Diocese of Lincoln (DAC).
- THE CHURCH** The Church is located to the East of Vicarage Lane in the village of Dunston to the South of Lincoln.
- CONDITION** The Church is generally in good condition, however, during a recent spate of lead thefts, the Roof Covering and Flashings to the Vestry were taken.
- SITE ACCESS** Is via the Entrance Gates and Path located on the North side of Vicarage Lane.
- CONTACT TELEPHONE NUMBERS** Churchwarden - Sue Glaister 01526 320946 & Architect - Roger Wright 01522 527758
- THE PROBLEM** The Lead Sheeting and flashings to the Vestry Roof have been stolen, and the roof has now been temporarily covered in plastic sheeting, which is permitting some water ingress, and a permanent replacement Roof Covering is needed with some urgency.
- THE ROOF** Low pitch "flat" roof abutting Church walls to South & West, and with stone parapet to North & East. Assumed substrate of timber boarding over joists. Irregular lead gutter arrangement, complicated by remains of raised base of demolished chimney. All lead roof sheeting and flashings missing, but outlet chute remains.
- ACCESS** The Vestry Roof is not of great height and may be easily accessed by means of Ladder or Tower Scaffolding.
- CONDITION** Vestry Roof is now covered with plastic sheeting which cannot prevent some water ingress and the underlying boarding, timbers, ceiling and adjacent internal wall will be affected to some degree.
- THE PROPOSAL** To remove the plastic sheeting, exposing the underlying boarding & timbers. Investigate and address any exposed damage, remove base remnants of the removed chimney, re-form the boarding & timbers to improve the fall and create a uniform, linear gutter using the existing outlet. Install TCS Roof sheeting (with batten rolls) and flashings to form weatherproof Roof covering.
- N.B. Due to the ongoing high risk of theft, it is considered unwise to re-instate the roof in Lead, and the most economic and durable replacement material is Terne Coated Stainless Steel (TCS), which is regularly used as an aesthetically acceptable, effective lead replacement, with a very low theft risk, on Historic Listed Buildings, and in most circumstances is considered to be an acceptable material by the advising and controlling bodies (Planners, Diocesan Advisory Committees, Heritage England). It is however, inadvisable to install a replacement TCS Roof at the Existing Pitch of 1.7°, as current installation guidance for TCS installation requires a minimum pitch of 3°.*
- V.A.T.** The work is likely to be standard rated. Contractor to confirm applicable rate at time of works.
- COSTING OF WORKS** Shall be as a single Lump Sum for the proposed repair works, plus any specified Extra Over works to be considered, subject to Agreement with Contractor.
- AGREEMENT CONDITIONS** General conditions shall be deemed to be those of the JCT Minor Works Agreement 2016. The Rectification period shall be 12 months. Terms may be specified or varied, as may be stated below (RELEVANT INSURANCE CLAUSE).
- RELEVANT INSURANCE CLAUSE** Shall be Clause 5.4B.1 & .2 - Insurance of Existing Structures and the works by Employer in Joint Names, as per APPENDIX A of this document, unless otherwise expressly agreed with the Employer and the Insurers of the Church. Upon instructions from the Employers Insurers (Ecclesiastical Insurance), cover for TERRORISM is EXCLUDED.
- TIMING** It is proposed that the works shall be carried out at the Earliest opportunity, with the precise time to be agreed with the Churchwardens & P.C.C. and the Architect.
- EMPLOYER** The Employer in respect of these works shall be the Churchwardens & PCC of Saint Peter's Church, Dunston.
- ASSOCIATED INFORMATION** This Concise Specification and Schedule to be Read in conjunction with any associated information, including Vestry Roof Drawing and Batten Roll Detail.

GENERAL - REQUIREMENTS

- GENERAL** All materials, fixings etc. to be used in accordance with Manufacturers specification and BBA certification where applicable, and good building practice in general. Conservation materials and methods should be used for the works unless specifically precluded.
- CONTRACTOR** Must visit the Building to inspect and assess the relevant area of the works, and bring any queries or issues arising to the attention of the Architect, prior to submitting any quote/tender for the proposed works. Contractor should be a member of the Federation of Traditional Metal Roofing Contractors and the Lead Contractors Association.
- SPECIFICATION GENERALLY** Is intended for the purpose of constituting a Concise Summary of the Works only. It does not cover all aspects of the proposal the actual building works may require further (on site) decisions to be made – see VARIATIONS & ADDITIONAL WORKS above.
- STATUTORY APPROVALS** The Church PCC will be responsible for obtaining any necessary Schedule or Faculty Approval from the Consistory Court of the Diocese of Lincoln (DAC), and any other necessary approvals (Planning, Building Regulations etc.). The Contractor must ensure that any specified conditions are complied with (*PCC to supply relevant Documentation*).
- INSURANCES** Contractors must carry adequate Public Liability Insurance to cover any loss and/or damage to persons and/or property for the duration of the works, plus All Risks/Buildings Insurance where required. All Contractors insurances must be evidenced in writing and approved by the Insurers of the Church. Minimum level of Insurance cover to be £5,000,000.00, unless otherwise expressly agreed with Insurers of the Church. Refer also to RELEVANT INSURANCE CLAUSE above.
- SMOKING** Is NOT permitted on the site, to include any part of the Church whether Interior or Exterior, and the Church environs, including within the Churchyard boundary.
- NUISANCE** Take necessary precautions to prevent causing any nuisance (noise/dust/obstruction etc.) to others. The use of Radios or similar is not permitted.
- WORKING HOURS** Limited to 8AM to 6PM (Monday – Friday), 8AM to 1PM (Saturday). No work shall be carried out on Sundays nor Bank Holidays – see also CHURCH SERVICES below.
- CHURCH SERVICES** No work to be carried out when any Service is taking place.
- INFORM CONTRACTOR** Churchwardens MUST inform Contractor of the Date, Time and Nature of any Services at the earliest opportunity, with a minimum of at least 24 hours notice.
- BATS** Whereas bats are present within the Church, no known bat roosts are thought to be located within the area concerned. *However, the Lincolnshire Bat Group, as advisors to Natural England will carry out a further inspection and report prior to the works to confirm this.* As a protected species, should any bats be encountered during the works, they must not be disturbed, but their presence brought to the attention of the Churchwardens who will contact the Lincolnshire Bat Group who will then carry out any necessary action.
- SAFETY** All works to be carried out with due regard to the Construction (Design and Management) Regulations 2015, and the Health and Safety at Work Act 1974, and other relevant legislation. The Contractor MUST submit a simple HSE Construction Phase Plan for all works. *Works lasting longer than 500 person days or 30 working days (with more than 20 people working concurrently) are notifiable to HSE and will require more extensive documentation.* The Employer shall then appoint a Principal Designer where required (*which is not automatically the Architect*).
- WELFARE FACILITIES** W.C. and Rest Room facilities are NOT available within the Church, and Contractor must make his own arrangements for the provision of such facilities.
- WORKING PLATFORMS, SCAFFOLDING Etc.** Contractor to provide any necessary Working Platforms to carry out the works in a safe manner. Any scaffolding, including tower scaffold, must comply with BS EN12811/1 and be designed, erected, altered, checked and dismantled by persons competent to do so. Contractor to carry out appropriate Risk Assessment prior to erection of any scaffold or other working platform. All work at height to comply with the Work at Height Regulations 2005, and any other regulations issued under the Health and Safety at Work Acts etc. Take particular care to ensure that such plant, ladders, scaffolding etc., necessary for the works shall not cause any damage to the fabric, any monuments, furniture or fittings. When not in attendance, any scaffold must be left inaccessible and un-climbable by the use of secure hoardings min. 3000mm high, and the removal of all ladders and any other means of access. Any Mobile Elevating Work Platform used must be used in accordance with HSE Mobile elevating work platforms (MEWPS) guidance. The correct MEWP should be chosen for the job, and the operator(s) must have a current operator training licence for the MEWP to be used, together with appropriate familiarisation training. Daily inspection, maintenance and examination of the MEWP must be carried out.

- WORKS TO EXISTING STRUCTURE Etc.** All works to be carried out with due care, ensuring that the structural integrity, and the general performance and finish of the existing fabric/structure is maintained, and protecting and maintaining all existing fabric/structure which is to be retained.
The effect of any new works on the remaining and adjacent/adjoining structures shall be kept to a minimum, and any chosen work methods should reflect this. Any damage and all affected areas shall be made good to satisfaction of Architect & Employer. All levels and finishes to match in with existing, or as shall be otherwise specified, instructed or agreed on site. Check condition of existing structural elements exposed during the works, and report any problems to the Architect. Site measurements and any patterns/templates should be taken where existing shaped elements are to be replaced.
- DEMOLITION (Where Relevant), REMOVAL & SALVAGE** Carry out all works with due care. Salvage all suitable existing materials for re-use, and remove remaining waste and rubble to appropriate off-site waste tip. Any re-usable materials shall remain the property of the Employer, and may be retained, scrapped or sold at their discretion, unless otherwise instructed.
- DAMAGE** Any damage caused by the Contractor or those employed by him, including any Sub-Contractors, shall be made good at the Contractors expense to the satisfaction of the Architect.
- EXISTING SITE Etc.** Protect and maintain all existing site finishes and features and take appropriate measures to minimise any damage cause by or during the Works. Make good all affected areas, as necessary.
- HOT WORKS** Should any Hot Works be required, then a Hot Works Questionnaire and Checklist must be completed and a Hot Works Permit obtained prior to carrying out such works. Contractor MUST be Insured for Hot Works.
- ASBESTOS** No asbestos or asbestos containing materials are thought to be present within the areas concerned. However, should the presence of asbestos be suspected during the carrying out of any works, then the Contractor should immediately cease work in that area and notify the Architect and relevant Churchwarden.
- PROTECTION** *For External Work* - Protect the works from inclement weather. Clean all debris etc. at completion of the works. Contractor shall be held responsible for any damage due to lack of protection, including to the Organ where damaged or affected by dust as a result of any works Internal or External.
For Interior Work - Protect all relevant surfaces, fixtures and furniture etc. where at risk
Organ – Where considered at any risk, Ensure that the Organ installation, including pipes, is fully protected, including against any dust which may arise from the works.
- UPON COMPLETION** Ensure that all work has been carried out correctly and all affected surfaces and any consequent damage has been made good, incl. any incidental damage to adjoining walls or paths/drives. All splashes, deposits, rubbish, debris, scaffold etc. have been removed.
- INSPECTION AND APPROVAL** The proposed Works shall be subject to periodic inspection, comment, and eventual approval by the Architect, prior to final completion being agreed.
- CONTINGENCY SUM** Shall only be used for Variations to the Works, where so instructed by the Architect following consultation with the Employer
- VARIATIONS (EXTRAS OVER) & ADDITIONAL WORKS** Any proposed variations to the works must be agreed with the Architect and Employer, before being carried out.
- NOTIFICATION** Contractor shall notify the Architect when payment is required for any part of the works.
- PAYMENT TERMS** Payment shall be made following final completion and approval of the works, with interim payments being made for work done in each 28 day period prior to completion, where relevant. Architect to issue Certificate or approve Payment, which Employer must then pay within 14 days of issue. Retention sums (5%) may be omitted at the Employers behest. Terms may be varied, but only if expressly agreed with Employer and Architect.

GENERAL – MATERIALS & WORK (TCS = Terne Coated Stainless Steel)

TERNE COATED STAINLESS STEEL ROOF SHEETING To be “Uginox Patina” Terne Coated Stainless Steel. Sheets to be min. 0.5mm thick, Type K44 Terne Coated Stainless Steel (to BS EN 10088-2:1995) with min. 47mm x 47mm timber cored round batten roll capped joints/seams (to replicate traditional lead roll joints) at c.550mm centres. All necessary fixings to be matching “Uginox Patina” Terne Coated Stainless Steel.

Sheeting to be laid on min. 25mm x 150mm preservative treated softwood sarking boards with 2mm “penny” gaps between (adjoining boards must be suitably level with tolerance between adjacent board surface level to be less than 2mm), with Metmatt polyester fibre underlay, butt jointed, fixed by staples or clout nails and laid on boards to form a separating layer between sheeting and substrate. Any screw fixings to be countersunk.

Sheets to be laid with upstands between round topped timber battens. Fixing straps to be placed under the timber rolls with fixing nails or screws used to secure timber and strap in one operation. The upper ends of the fixing straps are then turned down over the roof sheet to secure it in position. A separate round batten roll “Pikes Jaw” capping with anti-capillary lip is then fixed over the roll in min. 1000mm lengths, with lapped and interlocked joints, to form a weatherproof covering. The cappings are to be secured to the underlying timber roll at top and bottom.

Eaves to be finished with fan or drop apron T-plate fixed to the underlying sarking board. Batten roll seams to have sprayed terminations at Eaves (*Gutter*), but left as raised batten roll at Wall abutments.

Fixing clips at max. 380mm centres, to be cut from the same metal as that being fixed, to the required length and being 50mm wide. Fixings into timber to be 25mm x 2.8mm annular ring shank stainless steel nails or flat headed stainless-steel screws depending on situation. Provide 7 – 8 clips per m², but double this at all perimeters and exposed edges to resist wind uplift. Sheet tray profiles to be formed on site from TCS coil, using portable powered roll forming machines, with other dedicated hand tools for cutting and forming the TCS sections. All cappings to be fabricated offsite.

FLASHINGS Install New TCS flashings to perimeter of Roof and Gutter. Where required, cut new chases 10mm high x 38mm deep for new TCS flashings. Dub out any voids or irregularities in the wall behind the flashing with mortar to give a smooth surface to sit the TCS against, including flush filling any redundant existing flashing joints with lime mortar. Provide and fix new TCS flashings, as per gutter linings, with 32mm tuck-in to chases with the edge of the flashings turned up as a water check at the back of the chase, and with wedges or Hall clips inserted at min. 450mm centres and at laps. The flashings are to dress min. 100mm down over upstand of Roofing and gutter linings. Provide a concealed seal between the top of these flashings and the underside of the stone chase, set well back from the face, use filler bead of “Flashpoint” sealant to provide a secondary, hidden line of sealant to be subsequently concealed behind the visible lime mortar fill and pointing. Following installation of flashings etc., neatly fill and point-up all new tuck joints with Lime Mortar or Burnt Sand Mastic.

GUTTER LININGS Fabricate and fix in place new TCS Gutter Linings to new linear Gutter as shown on the drawings, dressed down into the sump at the outlet and welded in with the lead sump lining to give a waterproof, anti-capillary seal. Gutter linings are to be turned up a minimum of 150mm vertically at all abutments. This may be varied where depth of gutter warrants.

LEAD EXISTING FLASHING REMAINS Remove the remains of all Existing Lead Flashings where still embedded in the Church wall, and point-up open joints in Lime Mortar, as below.

NEW FLASHINGS - WHERE NECESSARY Where the situation or irregular background precludes the installation of TCS Flashings, install new code 5 lead Flashings. Form flashings from sheets not more than 1500mm long. Lap intersections not less than 100mm. Fix free edges with lead tacks at laps and at max. 600mm centres. Upstands to continue up not less than 150mm at abutments. Flashings to have 12mm welt (*water check*) to top edge tucked 32mm into joint and wedged at 300mm centres or at every step or lap. Lap upstand by not less than 75mm and secure bottom edge with clips at max. 600mm centres. Wedges or HallClips to be sized appropriately and driven fully into the joint to secure lead tuck-in. Dub out any voids or irregularities in the wall behind the flashing with mortar to give a smooth surface to dress the lead against, including flush filling any redundant existing flashing joints with lime mortar. Provide a concealed seal between the top of these flashings and the underside of the stone chase, set well back from the face, use filler bead of “Flashpoint” sealant to provide a secondary, hidden line of sealant to be subsequently concealed behind the visible lime mortar fill and pointing. Following installation of flashings etc., neatly fill and point-up all new tuck joints with Lime Mortar or Burnt Sand Mastic.

ALL LEADWORK AND ANY LEAD REPAIRS to be carried out generally in accordance with the details and recommendations contained in the Lead Sheet Association’s “Complete Manual”.

GUTTER BASES Remove lead linings from existing Gutters and allow to form new linear Gutter with 300mm sole width and base formed in min. 18mm thick marine Plywood sheet on fully treated Timber bearers, to give continuous fall of +/- 1 in 100 (*to be confirmed on site*) between outlet Sump and Gutter heads, with no internal drips to the Gutter bed, excluding the drip into the Sump outlet. There should be a min. 90mm upstand from the Gutter base to the leading edge of the Roof.

- MASONRY** Following the Removal of the Roof covering, exposing the underlying Roof structure, following Inspection and confirmation by the Architect it is intended for the assumed revealed remnants of the Chimney base to be reduced in level to accommodate the creation of a new linear Gutter. All masonry removal work shall be done with great care to minimise the effect on surrounding and underlying structures.
- TIMBER** *JOISTS* - Any necessary Structural Timbers shall be min. C24 grade, and all timbers must be Preservative treated including all cut-ends (treat and re-treat min. 3 times). Moisture content of all Timber shall be less than 22%. Assume Replacement of 10 no. 47mm x 150mm Joists with timber cross-bracing
FIRRINGS - All Timber firrings shall be min. C16 grade, of equal thickness to the joist upon which they are to be fixed, and all timbers must be Preservative treated including all cut-ends (treat and re-treat min. 3 times). Assume Firrings to 10 no. 47mm thick Joists with approximate rise of 120mm over the Joist length
A decision on the Replacement or Repair of Existing Timbers will be made after the Structure has been Exposed
- SUMP** Re-line existing outlet Sump with code 7 sand-cast Lead, dressed into the Sump and through the parapet and worked to match the existing configuration of the outlet and the discharge spout, and laid on waterproof Building Paper. The lead is to be taken up at the parapet abutment and at the foot of the roof slope to the same height as the new stainless steel gutter linings and welded in with the roofing and linings to give an anti-capillary seal. Before laying, treat the underside with Chalk Emulsion (*Plaspertex Paint Co. Ltd.*) to inhibit underside corrosion, all in accordance with the manufacturer's instructions.
- MINOR STONE REPAIRS** Advise Architect where any sections of Masonry forming part of, or immediately adjacent to, the proposed works may require repair or replacement beyond re-pointing of open joints.
- MORTAR RE-POINTING** Remove all loose mortar to a depth of not less than 25mm or a depth equal to the joint width if greater than 25mm. Brush out and moisten joints and re-point with fresh mortar to closely match adjacent existing Lime mortar (**Do NOT use ORDINARY PORTLAND CEMENT, nor HYDRATED lime in any mortar mixes**), with flush pointing, unless otherwise instructed. Do not allow mortar to spread over face of stonework or brickwork. Ensure that all mortar is firmly packed into joint with no voids. Protect fresh placed mortar from direct sun and any inclement weather until the face has dried and hardened. Neatly fill and point-up any redundant existing flashing joints with lime mortar.
- WIDE MORTAR JOINTS** Where joints may be greater than c.25mm, to reduce excessive joint thicknesses, either thin slates or clay plain tiles may be bedded centrally in the joint to reduce the effective mortar bed thickness.
- MORTAR** General pointing mortar to be 1 volume lime putty to 3 volumes coarse sand. Lime Putty to be well matured, made from fresh, non-hydraulic, high calcium, slaked Lime, as available from Singleton Birch and other specialist suppliers. Lime mortar shall not be used where temperature may fall below 5°C before the final set. All newly placed mortar to be protected until the initial set has been achieved. Sand to be well graded, sharp sand, and to be selected to match colour and texture of new mortar to adjacent, original mortar. Mortar to be weaker than the stone. If it becomes necessary to carry out works during cooler Months where freezing temperatures are likely to be encountered prior to the mortar reaching its final set, then approved HYDRAULIC Lime (NHL 3.5) may be used in place of Lime Putty to achieve a faster set. Inform Architect if this is to be considered, with proposed type and manufacturer of Hydraulic Lime.
- BURNT SAND MASTIC** *FLASHINGS ONLY* - For pointing up tuck joints to new Flashings up to 18mm wide, subject to Approval by the Architect, Burnt Sand Mortar may be preferable as an alternative to lime mortar pointing, to achieve improved adhesion, flexibility and consequent durability. Mastic should be made from fine burnt sand and double boiled linseed oil mixed to a putty like consistency and allowed to stand for at least 15 minutes to allow any excess oil to run-off prior to use.
- CAST IRON DOWNPIPE OUTLET** Fit new cast iron Rainwater Bend with Extended outlet to base of existing Cast iron Downpipe.
- RECORD** Where relevant or appropriate, record any significant existing areas of the Roof prior to repair, for later reference and as a condition record of the building.

DATES & DURATION

COMMENCEMENT DATE To Be Agreed with Churchwarden(s) & PCC

INDICATE EARLIEST PRACTICAL COMMENCEMENT DATE

DURATION OF WORKS *VESTRY ROOF REPLACEMENT* days

COMPLETION DATE To Be Agreed with Churchwarden(s) & PCC

Any proposed Extension of the above Time period must be notified to Architect & Employer

GENERAL – CONCISE SCHEDULE OF WORKS

ALL OF THE ABOVE GENERAL REQUIREMENTS AND RELEVANT MATERIALS & WORK SECTIONS
WILL APPLY FOR THE WORKS DESCRIBED BELOW

VESTRY ROOF REPLACEMENT

Vestry Roof

- Erect scaffolding as required
- Remove temporary plastic sheeting and fixings
- Remove any remaining sections of lead flashings
- Reduce level of masonry base to removed chimney
- Remove existing timber boarding
- Check revealed timber joist sub-structure and replace any defective timbers (or all timbers)
- Add firrings onto joists to create new falls
- Form new gutter in marine Plywood
- Clean out all debris etc from any exposed roof voids
- Fix new timber boards to joists
- Prepare bed joints for new flashings and cut new groove into inner face of Eastern parapet
- Re-point joints and repair any affected adjacent masonry as necessary
- Install new TCS roofing, including timber battens, flashings and outlet chute
- Fit new extended outlet to existing cast iron Downpipe
- Point up joints, clean completed roof of any residual debris etc.
- Take down and remove scaffold from site
- Make good all affected surfaces, remove debris and clean affected areas upon completion

REFER ALL QUERIES OR POSSIBLE ERRORS TO ARCHITECT FOR CLARIFICATION

THE WORKS MAY YET BE SUBJECT TO D.A.C. SCHEDULE 1 OR FACULTY APPROVAL AND CONDITIONS

Please Complete the SUMMARY OF COSTS below:

SUMMARY OF COSTS

Preliminaries	£
Removal of Existing Roof Covering, Boarding, Joists, Flashing remnants and Chimney Base <i>(Materials & Labour)</i>	£
New Timber Roof Structure with Firrings & Boarding Over including forming Gutter Base <i>(Materials & Labour)</i>	£
TCS Roof Covering, Gutter Lining, Flashings, Chute and Downpipe Bend/Outlet <i>(Materials & Labour)</i>	£
Other <i>(LIST ITEM OR ITEMS</i>)	£ _____
SUB TOTAL ¹	£
Contingencies (10% of Sub Total)	£ _____
SUB TOTAL ²	£
V.A.T. (20% or as applicable)	£ _____
TOTAL	£ _____

NOTE : Provisional Sums are not acceptable
All sums (Except TOTAL) are nett of VAT

LABOUR RATES Roofer £ per day
 Labourer £ per day

COMPLETED BY *on behalf of*

CONTRACTOR/COMPANY NAME

DATED

APPENDIX A

EXTRACT FROM JCT MW 2016 CONTRACT AGREEMENT DOCUMENT

Joint Names Insurance of the Works and existing structures by Employer

5.4B If the Contract particulars state that clause **5.4B** applies, the Employer shall effect and maintain:

- .1 a Joint Names Policy in respect of the existing structures together with the contents of them owned by him or for which he is responsible, for the full cost of reinstatement, repair or replacement of loss or damage due to any of the Specified Perils (*** See Below**);
 - .2 a Joint Names Policy for All Risks Insurance for the full re-instatement value of the Works (plus the percentage, if any, stated in the Contract Particulars to cover professional fees)
- and shall maintain such Joint Names Policies up to and including the date of issue of the practical completion certificate or, if earlier, the date of termination of the Contractor's employment.

***Upon instructions from the Employers Insurers (Ecclesiastical Insurance), cover for TERRORISM is EXCLUDED.**

Loss or damage - Insurance claims and reinstatement

- 5.6**
- .1 if during the carrying out of the Works any loss or damage affecting any executed work or Site Materials is occasioned by any of the risks covered by the Works Insurance Policy or an Excepted Risk or there is any loss or damage of any kind to any existing structure or its contents, the Contractor shall forthwith notify the Architect/Contract Administrator and the Employer
 - .2 Subject to clauses 5.6.5.1 and 5.6.6, the occurrence of such loss or damage to executed work or Site Materials shall be disregarded in calculating any amounts payable to the Contractor under this Contract.
 - .3 The Contractor, for himself and his sub-contractors, shall authorise the Insurers to pay to the Employer all monies due from the Works Insurance Policy, and from any policies covering existing structures. Or their contents that are effected by the Employer.
 - .4 Where loss or damage affecting executed work or Site Materials is occasioned by any risk covered by the Works Insurance Policy, the Contractor, after any inspection required by the insurers under that policy, shall and with due diligence restore the damaged work, replace or repair any lost or damaged Site Materials, remove and dispose of any debris (collectively 'reinstatement work') and proceed with the carrying out and completion of the Works.
 - .5 *Not Applicable as only applies where clause 5.4A or where clause 5.4C applies....*
 - .6 Where clause **5.4B** applies, where clause 5.4C applies and the Employer is responsible for effecting the Works Insurance Policy or where loss or damage is caused by an Excepted Risk, reinstatement work shall be treated as a variation under clause 3.6.

REFER TO content of JCT MW 2016 (Minor Works Building Contract 2016) for further information on any and all associated clauses etc. - Request from Architect if necessary