



Schedules of  
Work  
(Specifications)

Putting it into  
Practice

## SPECIMEN SCHEDULE OF REPAIRS

### 1.00 ACCESS, SAFETY AND SECURITY PROVISIONS


- 1.01 Provide and maintain while works are being carried out all boarding, screens and barriers necessary to keep the building secure.
- 1.02 Install temporary propping in accordance with the directions of a structural engineer in order to stabilise stairs, floor joists, and the structure generally. Provide temporary balustrade and handrails where these are missing at staircases. Provide sheeting or boarding wherever floor boarding and stair treads are missing. Cordon off floor areas where joists are missing or unsupported and display warning signs for duration of works.
- 1.03 Clear out rubbish from internal spaces so that all areas are open to inspection and free from nesting places.
- 1.04 Prepare an inventory of all surviving historic features. Protect the following items [ ] for the duration of the course of works by [method of protection]. **All loose historic materials shall be retained and stored within a secure area within the building.**

**First case- pick something easy  
Succeed - and use case as an example**









1.01 Provide and maintain while works are carried out all boarding screens and barriers necessary to keep the building secure



# SITE SAFETY

Under the Health & Safety at Work Act (1974) persons entering this site must comply with all regulations under this act. All visitors must report to the site office for a site pass to be issued. No entry to the site or any work area.

Safety signs and measures must be observed and personal protection and safety equipment must be used at all times.

 Construction work in progress.  
Parents are advised to warn children of the dangers of entering this site.

 Safety helmets must be worn

 Unauthorised entry to this site is strictly forbidden.





Above: Emergency propping installed to support the brick arch following decay of timber

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## 2.00 ROOF AND RAINWATER GOODS REPAIRS

- 2.01 Overhaul and reassemble salvageable rainwater goods. Reinstall missing or irreparable parts of the system. Clean rainwater goods through to inspection chambers and generally ensure that all rainwater run-off is conducted to drains.
- 2.02 Carefully strip the existing slates and hip/ridge tiles. Set aside all sound items for re-use. Strip off all battens and de-nail rafters. Carry out repairs to timber roof structure in accordance with a structural engineer's survey and recommendations, including renewal of central valley joists, wall plates and ends of joists and rafters.
- 2.03 Fix new treated battens to BS 13:8 of same size as the originals, using aluminium nails to BS 1202:Part 1, set out to the same gauge as the original over reinforced sarking felt to BS 747, Type 1F. Re-roof using all original sound slates and tiles with new slates and tiles to match, fixing with copper nails. Install soakers at hips and re-lay hip/ridge tiles in sand/cement.
- 2.04 Renew all flashings, soakers, fillets, gutter linings and outlets using leadwork installed in accordance with the Lead Development Association booklets *Lead Sheet in Building* and *Lead Sheet Flashings*.

### 3.00 BRICKWORK, CHIMNEY AND RENDER REPAIRS

- 3.01 Cut back and treat all plant growth in external brickwork using a systemic killer; leave to die and then carefully remove. Remove root growth from internal plaster and brickwork in similar manner.
- 3.02 Erect boarded scaffolding and carry out repairs to brickwork in accordance with a structural engineer's survey and recommendations, including where necessary the following:-
- Install corner ties at junctions of internal and external walls or at corners.
  - Install ties to bond together separated leaves of brickwork.
  - Repair parapets and chimneys, re-lay parapet copings on damp proof course and point all joints in copings.
  - Replace rotted timber courses in brickwork with concrete infill
- 3.03 Rake out loose or defective mortar joints at brickwork including chimneys and parapets (do not use hammer & chisel or pick hammer). Re-point using lime mortar and finish to a flush joint.
- 3.04 Replace broken chimney pots to match. Repair sand/cement flashing to chimney tops. Ensure all fireplace flues are clear throughout their height and install rain caps at all disused flues, for ventilation.
- 3.05 Repair external rendering in a colour, texture and composition to match the existing; renew existing rendered finish wherever this is cracked or has lost its bond, including sills window mouldings and decoration. Repairs to mouldings and decorative work shall be carried out with the use of running moulds and squeezes in accordance with *Decorative Plasterwork Repair and Restoration* by Sagg and Masters.



#### 4.00 WINDOW AND EXTERNAL REPAIRS

- 4.01 Replace missing and irreparable window frames and sashes with new to match existing
- 4.02 Overhaul all repairable windows and frames by replacing missing panes and missing parts; re-puttying and re-pointing externally; lubricating moving parts; refitting missing or defective ironmongery, cords and weights (adjusted as required for balance); preparing priming and redecorating including undercoat and two top coats to all bare wood, using good quality gloss paint in accordance with the paint manufacturer's recommendations; and easing and adjusting to ensure smooth operation. Isolated areas of decayed wood shall be replaced by piecing in new matching treated timber.
- 4.03 Redecorate all previously painted external surfaces using good quality paint in accordance with the paint manufacturer's recommendations, including painted metalwork and rendering.





