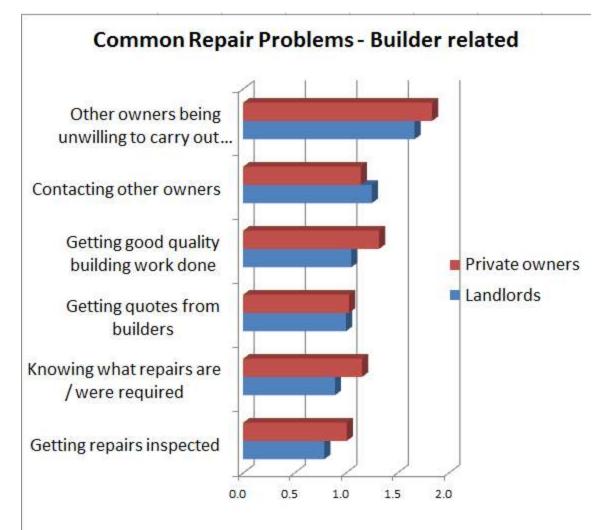
Under One Roof

Bullet proofing the repairs process





How to Avoid Some Common Problems

Knowing what repairs are needed

Finding good contractors

Choosing the cheapest

Checking defects

Dealing with disputes

Paying the builder too soon



Keeping co-owners on board

Useful articles on Under One Roof:

Inform owners and make decisions

Notice of Potential Liability



Keeping co-owners on board

- Follow all the procedures meticulously
- Notice of Potential Liability
- Formal agreement required
 - Accepting quotes
 - Advance payments into building fund
 - Taking legal action against builders
 - Taking legal action against non-paying owners
- Informal agreement at other stages



Knowing what repairs are required

Useful articles on Under One Roof

Get your building surveyed

DIY Building Surveys



Knowing what repairs are required

- Best: get a professional inspection
- Second best: Research UOR DIY Survey
- Worst: ask the builder who is giving you a quote
 - Good builders don't need to waste their time quoting against Flashband Fixers
 - Quotes unlikely to be for similar work



Professional inspection

Stage 1:

- Survey
- Repair Plan for next 5 years
- Ball park planning costs

• Stage 2:

- Specification for upcoming repairs
- Supervision



Getting quotes - DIY

- Inspect the problem yourself check UOR
- Inspect the problem again check UOR again
- Have a check list of questions to ask
- Be there when the builder inspects
- Ask for a breakdown in the quote:
 - How many square metres of work
 - Type of materials used
 - Cost of run-ons
 - Access and H & S



Research using UOR

Hard cement mortars tend to shrink as they dry leaving hairline cracks, which draw moisture in and the impermeable mortar prevents evaporation from the stone leaving it wet and prone to damage.



Good pointing

Note the pointing is slightly recessed from the face

Repointing

A good stone mason will:

- remove cement pointing where loose and not damage stone further by trying to rake out firmly fixed cement mortar
- not widen joints as old mortar is raked out
- · repoint with lime mortar made with correct colour and type of sand to match existing
- use a weaker (more porous) mortar mix than surrounding stone
- · not cover the face of the stone with pointing
- point fine ashlar joints carefully with lime putty, crushed chalk and linseed oil mix and protect stone faces with masking tape
- not carry out lime pointing in frosty or wet weather and protect the pointing from night time frosts

Finding good contractors

Useful articles on Under One Roof

<u>Commissioning repairs</u> – several useful articles are linked to from this page



Finding good contractors

Two approaches:

- Work with the same firm who can get to know the building – as long as they are good
- Competitive quotes essential if working with public sector



Finding good contractors - longlist

- Word of mouth
- Trusted Trader Schemes
- Trade Associations
- Trustmark
 - Government backed
 - Basic Warranty
 - Escrow Account
- Online sites (RatedPeople, Mybuilder.com)



Finding good contractors - shortlist

- Lots of tips on Under One Roof
- Reputable companies
 - pay VAT
 - carry insurance
 - join trades associations
 - have qualified staff
- Check availability and experience of your kind of work



Choosing the cheapest

Useful articles on Under One Roof

Getting Quotes



Choosing the cheapest

- Are they the cheapest because they are:
 - doing less work
 - doing poor quality work
 - taking shortcuts on health and safety
 - don't have insurance

"Buy cheap - buy twice"



Checking defects

Useful articles on Under One Roof

Problems with your builder



Checking defects

- Employ a professional
 - Architect
 - Surveyor
 - Clerk of Works



Dealing with disputes

Useful articles on Under One Roof

Building Contracts

Problems with your builder

Taking legal action



Dealing with disputes

- Before you start:
 - Put it in writing
 - Use the SBCC Homeowner Contract £25
- Trade Associations may offer arbitration services
- <u>"Simple" Court procedure for claims</u> under £5,000



Paying the builder too soon

Useful articles on Under One Roof

Building Contracts



Paying the builder too soon

- Before you start agree:
 - No advance payment
 - Stage Payments
 - Retention



Why use a professional?

Useful articles on Under One Roof

Listed buildings and conservation areas

Health & Safety



Why use a professional?

- Warrants and consents
- Landlords H &S responsibilities
- Save money



Warrants and consents

- Planning consent not normally required if use of same materials as existing
- Listed Buildings always assume that consent required,
- Structural work requires building warrant
- Ensure neighbours notified if working on mutual chimneys or skews or access required over others property.



Landlords & Health and Safety

- Construction and Design
 Management 2015 New Health and
 Safety Rules:
- Everyone commissioning repairs must consider H&S
- "Domestic" clients responsibility passes to builders & professionals



Landlords & Health and Safety

- Landlords are not "domestic" clients
- Landlords are commercial clients
- YOU personally have the responsibility to make sure repairs are completed safely

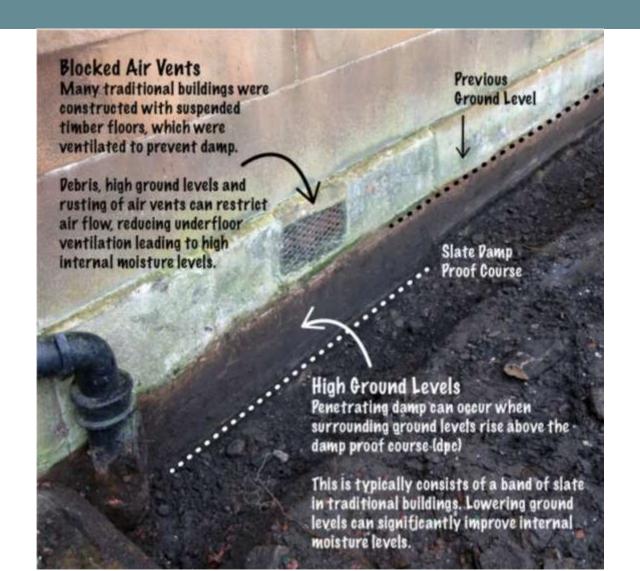


CDM 2015

- Commercial client accountable for the impact their decisions have on health and safety
- So make suitable arrangements for project management
- Appoint people with the necessary skills, knowledge, experience and organisational ability to carry out the work.



Professional help saves money



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