

CUSTOMER COPY

Wyckham Blackwell Ltd.
Wyckham Way, Old Station Road,
Hampton in Arden,
Solihull, West Midlands B92 0HB
t. 01675 442233 f. 01675 442227
www.wyckhamblackwell.co.uk



TRUSSED RAFTER QUOTATION

Our Ref: TQ82064/Q48734/DT

Page 1 of 5

11 September 2025

One Stop Consult Limited
2 Short Street
Nuneaton
CV10 8JF



For the attention of Mr Dominic Haywood

Site: 265 Queens Road, Nuneaton

We thank you for your valued enquiry for the trussed rafter package for the above job and have pleasure in submitting our quotation as follows:-

Design Criteria

- Design loads: Rafter Dead Load: 685N/m²
Ceiling Dead = 250N
Ceiling Live = 250N
Rafter Imposed Load = 600N snow
- Design code BS EN 1995-1-1 (inc. National Annex and PD 6693-1), BS EN 1991-1 Parts 1, 3 and 4 (including National Annexes).
- Centres: Trusses at 600mm centres generally
- Preservative treatment extra over.

Roof structure	£18,341.84
	£18,341.84
 Total Treatment	 £1,378.46
Total (excluding extra over items)	£19,720.30



Registered Office: Wyckham Blackwell Ltd, Wyckham Way, Old Station Road, Hampton in Arden, Solihull, West Midlands B92 0HB
Registered in England & Wales with No. 01073927

t. 01675 442233 e. enquiries@wyckhamblackwell.co.uk w. [wyckhamblackwell.co.uk](http://www.wyckhamblackwell.co.uk)

“...better by design”

Please see overleaf for full quotation breakdown

Prices as shown are subject to VAT at 20%

Prices are firm for deliveries to 31/12/2025

Terms are Pro-forma.

Conditions of Sale attached.

Please see page 5 for important notes.

for WYCKHAM BLACKWELL LIMITED

David Tidman

Trussed Rafter Division

Roof structure

To supply only of;

Roof trusses
Loose infill timbers
Valley Frames
25 x 100 bracing
Truss clips
Timber to timber shoes
Gable end straps

TOTAL £18,341.84

EXTRA OVER TREATMENT £1,378.46

Roof structure - Optional Extra Items

Dormer Infill Timbers £1,361.08
Plywood Diaphragm Bracing £1,133.22

Prices as shown are subject to VAT at 20%

Prices are firm for deliveries to 31/12/2025

Terms are Pro-forma.

Conditions of Sale attached.

Please see page 5 for important notes.

Designers Notes

- Some dimensions are scaled therefore prices are subject to revision.
- Please note that this quotation is a budget price, based on the drawings supplied. A roof plan and sectional drawings for all portions of the roof were not provided. We reserve the right to amend the price offered if updated or additional drawings significantly alter our understanding of the roof structure
- We have assumed that double-skin internal walls will divide but also offer support to the roof structure
- Multi-ply girders are factory nailed unless specifically requested otherwise. The above prices include for all labour and fixings to factory nail girder trusses (where applicable). We do not advocate site fixing of multi ply girder trusses (please see important note 4.)
- Gable wall lateral restraint straps (where applicable) are to be installed at max 2000mm centres (up to 3 storeys) as per NHBC details.
- No allowance made for wallplates, wallplate fixings, restraint strap noggins or packers, hatch trimmers, fascia backer, eaves framing or battening, fascia, soffits or barge boards, plasterboard ceiling or partition noggins, tilt fillets, valley ply lay boards, nails, screws, bolts or ventilation products.
- Our overhang detail consists of a straight cut, and we have not allowed for any special notching, angle cutting or birdsmouth which may be required.

General Notes

- Prices shown do not include V.A.T.
- Our treatment is Vacsol Aqua 6118. Vacsol 6118 is a waterbased, metal free timber preservative containing advanced triazole biocides that allow minimum levels of ingredients to be used with maximum effect. It is applied to timber using the VACVAC double vacuum, low pressure process and protects timber against fungal decay and insect attack (not for termite zones). COSHH data is available for review on our website.
- Prices are for the supply only to site in a full load (see important note 2).
- Unless noted otherwise, deliveries are made by articulated lorry with 40' (12.9m) trailer. Please advise of any height or width restrictions and routes unsuitable for HGVs & ensure that the entrance to the site is kept clear for delivery. If delivery is required via rigid vehicle, additional haulage charges may apply.
- A crane, mechanical hoist, or sufficient labour will be required to unload the delivery. No WB vehicles are equipped with mechanical offload facilities.

- Following a recent Health and Safety review, we shall no longer be advocating manual offloading of attic 'room in the roof' trusses. The main contractor must provide mechanical means of offloading attic trusses from our vehicles (forklift or crane). Orders and material requisitions without mechanical means of offloading will not be accepted. Please note that our drivers are not responsible for off-loading and our vehicles do not carry mechanical offload facilities.
- Off-loading time allowed is a maximum of 90 minutes from arrival at site. After this time a charge of £100.00 / hour will be incurred for standing time.
- Upon delivery of materials all quantities must be carefully checked and any discrepancies must be reported within 48 hours. After such time no claims for missing materials will be allowed.
- Where multiple spandrel or gable panels are required, we may choose to deliver panels on a Steel Stillage, to be provided free of charge hire for a maximum of two weeks from delivery date. Please ring 01675 442233 to advise when available for collection. The Hire charge for stillages after the FOC two week period if not advised as available for collection is £100 per week plus VAT. Any repair to damaged stillages will be recharged and lost stillages will have a replacement charge of £2000 plus VAT.
- Rafters are matched.
- Any birdsmouths on rafters to suit eaves details required to be cut on site.
- Water tank is 230 litres over 3 trusses.
- Connector plates are 20 gauge galvanised steel.
- No allowance is made for hoist track loadings to trussed rafters.
- Unless notified otherwise by contractor, all internal walls (where used for the support of structural roof members) are assumed constructed from 7.0 N/mm² block work.
- Padstones may be required below girder trusses, and should be confirmed by project engineer.
- Information regarding Health and Safety is attached and should be forwarded to the responsible site manager.

Health and Safety - Important Customer advice

Wyckham Blackwell Ltd take our Health and Safety responsibilities seriously.

Please be aware of the following issues in relation to Trussed Rafters and Metal Web Joists, prior to using-

1. Design; under CDM regs we are required to supply information to enable the use of these products in construction. We provide layout drawings, at approval stage, which give the sizes, weights and lifting points, of each manufactured component, together with their location on the building. This information should be passed to the lead designer/management team, as soon as possible, but at the latest at approval stage.
2. Delivery (unloading); the contractor is responsible for activities on site, including the unloading of our vehicles. A site specific procedure should be developed for the unloading of our vehicles. Our drivers are not responsible for off-loading and we do not carry unloading equipment. For your assistance we are able to offer guidance documents which have been developed in partnership with our trade association (TRA). Copies are issued with our approval drawings, are also carried in our delivery vehicles and are on our website.
3. Delivery (access); site access should be adequate for articulated vehicles (unless delivery on a rigid vehicle has been specifically agreed) with suitable hard standing.
4. Crane; if you intend to unload by crane we will endeavour to meet a specific delivery time. We can also pre-sling the truss packs, in line with the information sheet, if requested to do so - at a cost of £100 per load.

Please review this as soon as possible, to avoid any potential problems when we deliver.

January 2021



Quotation and Manufacturing Terms and Conditions

1. In accordance with construction (design and management) regulations 2007, the client of a (non-domestic) construction project has a LEGAL responsibility to appoint a CDM co-ordinator. Our obligation is to provide designs which eliminate hazards and reduce risks where reasonably practicable. We will issue design drawings to the customer or appointee.
2. Off Loading is the responsibility of the customer. Lifting points and centre of gravity will be shown on truss profiles. Suitable hardstanding and powered handling should be provided for this operation. We allow 1.5 hours on site for off-loading, after this time a charge of £100.00 / hour will be incurred for standing time. See also the attached TRA information issue sheet, which identifies HSE agreed details for offloading with the use of forklift, crane or manual offload.
3. The roof must have permanent bracing installed to ensure the overall stability of the roof structure and supporting walls. Unless specifically detailed otherwise our quotation does not allow for any wind restraint loads, which should be assessed by the building designer.
4. The Trussed Rafter Association requires multiple trusses to be nailed in the works. Alternatively if they are to be supplied then they must be fixed together on site in accordance with our details.
5. Whilst every care is taken when details are read from drawings it is the absolute responsibility of the customer to check all details, quantities and dimensions contained in this quotation and to sign or email confirmation that all details are correct. Orders 'as drawings' will not be accepted.
6. We hold a Certificate of Conformity for Factory Production Control from CATG Ltd for trussed rafters and easi joists and therefore meet the CE Mark requirements of the Construction Product Regulation. Our quality management system conforms to all current requirements of ISO 9001 :2008
7. E & O.E. All orders based on our quotations are subject to acceptance by Wyckham Blackwell prior to our commencement of design.
8. Where quantities of bracing are given they are estimates including a percentage of waste. Current codes of practice require bracing to be lapped over two trusses. If bracing is lapped over more trusses an increased quantity will be required.
9. Where Collateral Warranties are required there will be a fee of £300.00 for each one.
10. All trussed rafter designs comply with BE EN 1995-1-1 + N.A + PD6693-1 and BS EN 1991-1-1 + N.A, codes of practice for densities, self-weight and imposed loads. N.B. this does not include for snow drift loading, which can have cost implications. If trusses are required to allow for BS EN 1991-1-3 + N.A snow drift loading we would be happy to provide an alternative quotation.
11. Unless notified otherwise, deliveries are made by articulated lorry with 40' (12.9m) trailer. Please advise of any height or width restrictions and routes unsuitable for HGVs and ensure that the entrance to the site is kept clear for delivery.
12. We will store any manufactured goods free of charge for a maximum of 10 workings days beyond the agreed delivery date. Should the project be delayed after 10 working days a surcharge of £100.00 per calendar week will be applied.

CONDITIONS OF SALE ATTACHED

for WYCKHAM BLACKWELL LIMITED

David Tidman

Trussed Rafter Division

CONDITIONS OF SALE - WYCKHAM BLACKWELL LIMITED

In these Terms and Conditions 'The Company' means Wyckham Blackwell Limited, 'The Customer' means the person, firm or company purchasing the goods and / or accepting services from the Company under the Contract between the Company and the Customer; "Contract" means the contract made between the Company and the Customer and 'goods' means the goods or services the subject matter of the contract.

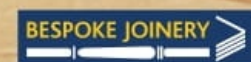
1. **Acceptance of Order**
All orders are accepted by the Company solely on these Terms and Conditions, which override any Terms and Conditions stipulated, incorporated or referred to by the Customer whether in its order or any negotiations. No variation or addition to these Terms and Conditions shall be incorporated into the Contract unless such variations or additions and the Company's agreement thereto are both expressly agreed in writing.
2. **Quotations**
 - a) Quotations are for the supply of goods on these Terms and Conditions only.
 - b) Any quotation given by the Company is not an offer and the Company reserves the right to withdraw or amend, any quotation at any time prior to the Company's acceptance of the Customer's order.
 - c) Where fine or specific tolerances are required in the goods supplied beyond those generally accepted in the building trade, no liability will attach to the Company unless such fine tolerances are notified in writing to the Company at the time of the order and the Company has acknowledged in writing that it is prepared to accept such fine tolerances.
 - d) The Company shall be entitled without notice to the Customer reasonably to alter any specification, description, design, drawing, illustration and / or other particulars relating to goods and to supply the goods as so altered in performance of the Contract and shall also be entitled to substitute similar goods of equivalent type and to supply such goods in performance of the Contract.
3. **Cancellation / Returns**
 - a) The Company may in its sole discretion accept the cancellation of an order. In such circumstances the Customer will be responsible for all costs incurred by the Company subsequent to receiving the order or instruction to proceed such costs to include (without limitation) design costs, purchase of specialised products and abortive manufacturing and transport costs, plus reasonable profit margin. Payment will become due immediately on invoicing by the Company.
 - b) The Company may in its sole discretion accept or refuse the return of any goods which have been incorrectly ordered. In the event that the Company decides to accept the return of such goods acceptance shall be upon such terms as the Company may determine and in particular the Company reserves the rights to charge for the carriage and handling of such goods, being 25% of the invoiced value of the said goods.
4. **Prices**
 - a) The price of the goods shall be the Company's quoted price which shall be binding upon the Company subject to conditions 4(b) and (c) provided that the Customer has accepted the Company's quotation within the specified time. For the avoidance of doubt where no price has been quoted (or a quoted price is no longer valid) the price of the goods shall be the price current at the time of delivery.
 - b) The Company may by giving notice to the Customer at any time up to 30 days before delivery increase the price of goods to reflect any increase in the cost to the Company which is due to factors occurring after the making of the Contract which are beyond the reasonable control of the Company (including without limitation foreign exchange fluctuations, taxes and duties and the cost of labour, materials and manufacturing costs).
 - c) All prices quoted are exclusive of Value Added Tax unless otherwise stated.
5. **Accounts / Payments**
 - a) Credit accounts may be opened at the discretion of the Company subject to satisfactory credit references being obtained. Payment of goods supplied on credit accounts, unless otherwise stated in writing by the Company, shall become due and payable not later than 30 days after date of despatch unless otherwise stated.
 - b) For all other transactions, the Company shall be entitled to invoice the Customer for the price of the goods at the sooner of the acceptance of the order or delivery of the goods and the Customer shall pay the price of the goods at the time of the rendering of the Company's invoice, unless expressly agreed otherwise on the Company's order acknowledgment or acceptance of order.
 - c) Without prejudice to the Company's rights to enforce payment, if the Customer fails to make payment as herein provide for in Conditions 5(a) and 5(b) the Company shall be entitled to charge interest on any balance outstanding from the date the same become due for payment at the annual rate of 5% above the base lending rate from time to time of Natwest Bank Plc until payment is made, whether before or after any judgment.
 - d) Interest shall become due and payable pursuant to Condition 5(c) notwithstanding the fact that a portion of the account or invoice is the subject of any dispute or query.
 - e) If at any time the Customer being a credit account customer alters its constitution (being a company) or (being a sole trader or partnership) become incorporated or amalgamated with others, the Customer shall give prior written notice to the Company of the intended change should the Customer wish to continue credit account facilities following the intended change. The Company may commence trading with the changed entity at its sole discretion and will not be deemed to do so until a written acknowledgement and acceptance is issued by the Company's Credit Controller, a Director or the Company Secretary.
 - f) If the Customer shall pay any account or any part thereof by cheque and should such a cheque be subsequently dishonoured the Company reserves the right to debit the Customer's account with any charge levied by the Company's bankers relating to the handling of such dishonoured cheque and the charge shall be immediately due and payable.
 - g) If in the case of any sale involving more than one delivery the Company becomes entitled to determine the Contract under Condition 12(a) the Company may, without prejudice to its other rights, forthwith suspend any further deliveries.
 - h) If the Company becomes entitled to determine the Contract under Condition 12(a) the Company may demand immediate payment of all sums then payable including such sums not yet due.
 - i) The Company will accept payment by credit card.
6. **Delivery / Despatch**
 - a) Delivery of goods shall be made by the Company or its agents delivering the goods to the appointed site or by the Customer collecting the goods at the Company's premises at any time after the Company has notified the Customer that the goods are ready for collection.
 - b) Risk of damage to or loss to the goods shall pass to the Customer;
 - i In the case of goods to be collected from the Company's premises, at the time when the Company notified the Customer that the goods are available for collection; or
 - ii In the case of goods to be delivered, on delivery or if the Customer wrongfully fails to take delivery of the goods, at the time when the Company has tendered delivery of the goods.
 - c) Where the goods are delivered by or on behalf of the Company otherwise than at the Company's premises, the Company accepts no liability whatsoever for loss of or damage to goods in transit unless notified in writing of the details within seven days following despatch.
 - d) The Customer will give to the Company, its servants and workmen, unrestricted access to any relevant working area at all reasonable times and shall provide the necessary labour and equipment so that the Company may complete the delivery in accordance with the Contract. Return visits as a result of the Customer's failure to take delivery of the goods for whatever reason will be on a chargeable basis.
 - e) Any stated time or date for delivery is an estimate only and the Company does not bind itself to make delivery at such time or date. Accordingly the Company shall not be liable for failure to deliver by such time or date, nor for any loss or damage arising directly or indirectly from such failure; nor shall the Customer be entitled to refuse to accept the goods because of late delivery; nor where goods are to be delivered in instalments, shall the Company's failure to deliver any instalments by any time or date entitle the Customer to treat the contract as a whole as repudiated.
 - f) If the Customer fails to take delivery of the goods or fails to give the Company adequate instruction for delivery, without prejudice to any other right or remedy available to the Company, the Company may:
 - i Store the goods until actual delivery and charge the Customer for the reasonable costs (including insurance) of storage; or
 - ii Sell the goods at the best price readily obtainable and (after deducting all reasonable storage and selling expenses) account to the Customer for the excess over the price stated in the Contract or charge the Customer for any shortfall below the price stated in the Contract.
7. **Performance**
 - a) It shall be the responsibility of the Customer to ensure that the goods are sufficiently suitable and fit for the purpose or purposes intended, and that its premises are safe and suitable for the delivery, installation, use and operation of the goods and comply both before and after such delivery, installation and during such operation with all relevant legislation (including without limitation safety legislation).
 - b) Where the Customer provides any item of equipment which relates to the installation and / or operation of the goods or which is ancillary to and / or for use in connection with the goods, it shall be the Customer's responsibility to ensure that the use of any such item does not adversely affect the suitability or fitness for purpose of the goods.
 - c) It shall be the responsibility of the Customer to ensure that all requirements applicable to the goods, whether statutory, regulatory, municipal and / or otherwise howsoever are duly complied with.
8. **Liability and Risk**
 - a) Nothing in these terms shall be deemed to exclude or restrict the Company's liability for death or personal injury resulting from its negligence or for fraudulent misrepresentation.
 - b) The Company accepts liability for any breach on its part of any undertaking as to title implied by Section 12 of the Sale of Goods Act 1979 (as amended) or by Section 8 of the Supply of Goods (Implied Terms) Act 1973 (as amended).
 - c) The Company does not accept liability for shortages in quantities delivered unless the Customer notifies the Company of any claim for short delivery of the goods within two days of the delivery to the Customers. In such circumstances the Company's liability shall be restricted to making good the shortage. Any delivery book or note marked "NOT EXAMINED" will not prevent the operation of these clauses nor constitute express or implied notice in writing of any potential or actual shortage.
 - d) Subject to Conditions 8(a) and (b) the Company agrees to repair or replace free of charge any goods which in the reasonable opinion of the Company are defective due to manufacturing fault, but only if such default is reported to the Company in writing within seven days of delivery and the Company will not be responsible either for the cost of removing or the cost of re-installing any repaired or replacement goods, unless the same have been previously agreed in writing with a director of the Company. The Company will not accept responsibility for the cost of removing or cost of re-installing any repaired or replaced goods, if either such defects should have been revealed prior to using or fixed by examination by the Customer or his agents, or such caused by improper storage, use or handling by the Customer or his agents or any person or persons for whom the Customer or his agents may be responsible.

"...better by design"

- e) Subject to Conditions 8(a) and (b);
- i. The company's total aggregate liability under or in connection with the Contract (howsoever such liability arises) shall be limited to the value of the goods supplied under the Contract; and
 - ii. The Company shall not be liable for any indirect or consequential loss or damage or for loss of profit or business or depletion of goodwill which arises out of or in connection with the Contract.
- f) These Terms and Conditions set out the Company's entire liability in respect of the goods and rights granted under them are in lieu and to the exclusion of all other warranties, conditions and other terms express or implied by statute or common law except for any which cannot legally be excluded.
9. Misrepresentation
- The Company shall not be liable in respect of any misrepresentation made by the Company its servants or agents to the Customer its servants or agents as to the condition of the goods their fitness for any purpose or as to quantity or measurements unless the representation is made or confirmed in writing by the Company and / or is fraudulent.
10. Ownership
- a) Notwithstanding that risk in the goods may have passed in accordance with the Contract, ownership of the goods shall not pass to the Customer until the earliest of the following events occurs;
 - i. The Company receives payment for all amounts payable to it under the Contract.
 - ii. The Customer sells the goods in the ordinary course of business in which case ownership of the goods will pass to the Customer immediately before title in the goods is needed to pass to the Customer's buyer.
 - iii. The Company transfers ownership in respect of specified goods by separate written agreement with the Customer.
 - b) Before ownership has passed the Customer holds the goods as mere bailee and the Company reserves the right to repossess any of the goods in respect of which payment is outstanding and thereafter to resell the same and for this purpose the Customer hereby grants an irrevocable right and licence to the Company's servants and agents to enter upon all or any of its premises with or without vehicles during normal business hours. This right shall continue to subsist notwithstanding the termination of the Contract through the happening of any of the events specified in Condition 12 or otherwise and is without prejudice to any accrued rights to of the Company thereunder.
 - c) The Customer's licence to sell in Condition 10(ii) is immediately revoked where the Customer becomes insolvent (as defined in Condition 12).
11. Force Majeure
- The Company shall be under no liability for any loss (including consequential loss or loss of profit) damage or delay or expenses of any kind whatsoever caused wholly or in part by Act of God, outbreak of war, civil commotion, government policies or restrictions or control including restrictions on export or import or other licences, trade or industrial disputes of whatever nature, whether or not such dispute involves the Company, its servants or agents, or by any other contingency whatsoever which is beyond the control of the Company.
12. Default
- a) If the Customer becomes insolvent or commits any breach of the contract the Company may stop any goods in transit and / or suspend further deliveries and by notice in writing to the Customer may forthwith determine the Contract without prejudice to the provisions of Condition 10(b) and to any existing claim.
 - b) For the purposes of Condition 12 (a) "insolvent" shall mean the Customer becoming unable to pay its debts within the meaning of Section 123 of the Insolvency Act 1986, the levying of the threat of execution or distress on any property of the Customer, the appointment of a receiver or administrative receiver over all or any part of the Customer's property, a proposal for a voluntary arrangement or compromise between the Customer and its creditors whether pursuant to the Insolvency Act 1986 or otherwise, the passing of a resolution of voluntary winding-up or summoning a meeting to pass such a resolution other than for the purposes of a bona fide amalgamation or reconstruction, the presentation of a petition for the winding-up of the Customer or an administration order in relation to the Customer, the Customer ceasing or threatening to cease to carry on its business.
13. Notices
- Any notice under or in connection with the Contract shall be in permanent readable form and shall be deemed properly delivered if addressed to the party concerned at its principal place of business or last known address and sent by first class pre-paid post. Such notice shall be deemed to be delivered 48 hours after posting. Delivery by fax or email will not be accepted.
14. Disputes and Set-Off
- Any liability of the Company under the Contract shall be subject to and conditional upon the due performance and observance by the Customer of all its obligations under these Conditions and the Customer shall not be entitled to withhold or delay payment or exercise any rights of set-off whatsoever and howsoever arising which might otherwise be available to it.
15. Waiver
- No failure or delay on the part of the Company to exercise any of its rights under the Contract shall operate as a waiver thereof, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof. Any waiver by the Company of any breach by the Customer of any of its obligations under this Contract shall not affect the rights of the Company in the event of any further or additional breach or breaches.
16. Health & Safety
- Certain products supplied by the Company could, if incorrectly used, give rise to risks to health and safety. Information in respect of such products is available from the Company. The Customer undertakes that it shall ensure compliance so far as is reasonably practicable by its employees, agents, licensees and customers with any instructions given by the Company for the purpose of ensuring that the goods will be safe and without risk to health when properly used and will take any other steps or precautions, having regard to the nature of the goods, as are necessary to preserve the health and safety of persons handling, using or disposing of them.
17. Severability
- Each and every obligation contained in these Terms and Conditions shall be treated as a separate obligation and if any provision of these Terms and Conditions is found by any court, tribunal or administrative body of competent jurisdiction to be wholly or partly illegal, invalid, void, voidable, unenforceable or unreasonable it shall to the extent of such illegality, invalidity, voidness, voidability, unenforceability or unreasonableness be deemed severable and the remaining Terms and Conditions and the remainder of such provision shall continue in full force and effect.
18. Headings
- The clause heading in these Terms and Conditions are for convenience only and shall not in any way affect the interpretation of the Contract.
19. Governing Law
- a) Subject to Clause 19 (b) the Contract shall be governed by and construed in accordance with English law and all disputes arising in connection with the Contract shall be submitted to the non-exclusive jurisdiction of the English Courts.
 - b) If the Customer is domiciled in Scotland (according to the Civil Jurisdiction and Judgements Act 1982) or goods are delivered to the Customer in Scotland, the Company may elect that the Contract shall be governed by and construed in accordance with Scottish Law and / or all disputes arising in connection with the contract shall be submitted to the jurisdiction of the Scottish Courts.
20. Credit Search
- The Company may make a search with a Credit Reference Agency, which will keep a record of that search and may share that information with other businesses. In some instance the Company may also make a search on the personal credit file of principal directors partners or proprietor of the Customer. The Customer acknowledges that the Company may monitor and record information relating to the trade performance of the Customer and such records will be available to Credit Reference Agencies who will share that information with other businesses when assessing applications for credit and fraud prevention.
21. Assignment / Sub Contract
- a) The Customer shall not be entitled to assign the Contract without the prior written consent of the Company.
 - b) The Company may assign the Contract or any part of it to any person, firm or company. The Company also reserves the right to sub-contract any order or part of any order.
22. No Rights to Third Parties
- The parties to this Contract do not intend that any term of this Contract will be enforceable by virtue of the Contract (Rights of Third Parties) Act 1999 by any person that is not a party to it.
23. Guarantee of Credit Account
- a) The unconditional and irrevocable guarantee for payment of all the financial obligations of the Customer to the Company granted by the director(s) partners or proprietor of the Customer in consideration of the Company opening and making available to the Customer a credit account ("the Guarantee") shall be a continuing security and shall not be discharged by any intermediate settlement of the credit account.
 - b) The Guarantee shall enure for the benefit of the Company, its successors an assigns and can be assigned in whole or in part by the Company without notice to the Customer to its parent company, its ultimate parent company and any subsidiary of such ultimate parent company of the Company.
 - c) Where two or more directors or partners of the Customer have granted the Guarantee the obligations shall take effect as joint and several obligations and the Guarantee shall not be revoked or impaired as to any of the guarantors by the death, incapacity or insolvency of the other.
 - d) The Company may at its sole discretion release or discharge any of the guarantors from their obligations under the Guarantee or accept any composition from or make any other arrangements with any of the guarantors without releasing or discharging the other(s) or without prejudicing or affecting the Company's rights and remedies against the other.

Wyckham Blackwell

for all your Timber Engineering Solutions



TRUSSED RAFTERS
METAL WEB EASI-JOISTS
ROOF PANEL SYSTEMS
FEATURE TRUSSES
SPANDREL PANELS
TIMBER FRAME
TIMBER TREATMENT
TIMBER & SHEET MATERIAL



Tel: 01675 442233

www.wyckhamblackwell.co.uk

"...better by design"



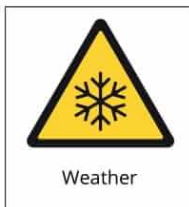
SSoW 18 - Recommended method of manually unloading trusses less than 75kg – HSE recommends 25kg per person

CUSTOMERS ARE NOT TO ACCESS THE BED OF THE VEHICLE. EMPLOYEES DO NOT ACCESS THE BED OF THE VEHICLE UNLESS ABSOLUTELY NECESSARY AND ONLY WHEN USING AGREED METHOD OF WORKING AT HEIGHT EQUIPMENT.

Personal Protective Equipment (PPE) Required



Main Hazards



Method

1. Before removing the ratchet straps, the driver will use SSoW 18 to explain to the customer how the unloading process works, even if the customer is already aware of this document, it is a useful reminder.



2. The customer is responsible for providing an appropriate number of able-bodied personnel for the unloading of all materials.

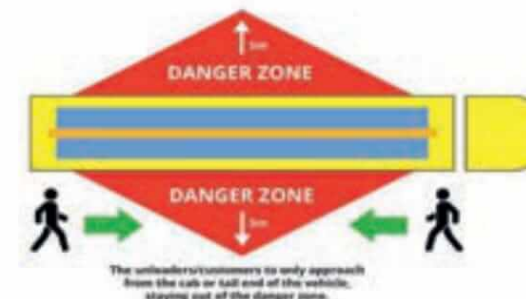


3. The customer is responsible for the provision of sufficient labour to lift the product in accordance with the Manual Handling Operations Regulations 1992.

The manual lifters **MUST NOT** lift and load beyond their lifting capacity.

- Do they understand the SSoW 18?
- Are there minimum of 2 capable persons to unload?
- No unloading onto public highway

If the above are not met, the driver will contact his manager for instruction of which may result in the load being returned to the manufacturer.





SSoW 18 - Recommended method of manually unloading trusses less than 75kg – HSE recommends 25kg per person

Method

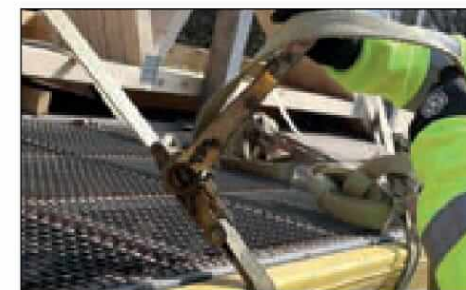
4. The driver will position the vehicle where possible to ensure that truss packs are leaning towards the centre bars and are secured in position, using; road camber, kerb, blocks under wheels.



5. The manufacturer will supply truss packs secured to the trailer at two positions with 8mm blue rope. Banded in packs (max 10x35mm/6x47mm) with company branded banding. You should familiarise yourself with which blue rope attaches which pack to the centre bars. Check each pack is roped separately.



6. Once the load stability has been checked the driver will remove the transportation straps. Unloading team must stand clear of the Lorry bed. Outside of the clear exclusion zone.



7. Ensuring the 8mm blue rope is holding the outer pack the driver will cut the company branded banding to allow separation of the individual trusses.



8. If the driver has to mount vehicle, they must do so using agreed method of working at height safety equipment.



9. The driver will untie the 8mm blue rope then separate the 1st truss at the heel by hand or use of crowbar then replace the rope around the remaining trusses, repeating this process at the other end of the truss ensuring that, at all times, there is at least one rope securing the remaining trusses in the pack back to the centre bars.



10. The customer unload team will then off load the 1st truss repeating stage 9 until the remaining trusses are unloaded.





CUSTOMERS ARE NOT TO ACCESS THE BED OF THE VEHICLE. EMPLOYEES DO NOT ACCESS THE BED OF THE VEHICLE UNLESS ABSOLUTELY NECESSARY AND ONLY WHEN USING AGREED METHOD OF WORKING AT HEIGHT EQUIPMENT.

Personal Protective Equipment (PPE) Required



Head Protection



Hi Vis Wear



Safety Footwear



Hand Protection



Weather



Manual Handling



Slip, Trip, Falls



Falling Items
from Above



Cranes

Main Hazards

Method

1. Before removing the ratchet straps, the driver will use SSoW 20 to explain to the customer how the unloading process works, even if the customer is already aware of this document, it is a useful reminder.

2. The supplier does not physically offload. They do advise on unload order, the safe system of unload and will release the load on customer instruction. The contractor is responsible for the provision of a crane, the qualified operator and the slinger/banksman. After parking on site, the driver inspects the load ensuring it is still secure, with all company branded banding and/or 8mm blue rope in place. Once inspected the driver must sign in at the site manager's office. If the unload is deemed unsafe, the driver will contact his manager for instruction. This may result in the load being returned to the manufacturer.

3. Trusses will arrive pre-slung with appropriate 7:1 lifting slings. These slings will be reachable from ground level and should be deemed as single use.



4. The manufacturer will supply truss packs secured to the trailer with 8mm blue rope. You should familiarise yourself with which rope attaches which pack to the centre bars.





Method

5. On instruction from the site responsible person the driver will release the transport straps.



6. Once the order of unloading is agreed between the slinger and driver, the slinger will attach the purple lifting slings to the crane hooks.



7. The crane will then take up the slack of the lift.



8. The driver will cut the individual 8mm blue rope attaching the pack to the centre bars. This must be carried out from a safe position using a telescopic cutting staff.



9. The crane will then lift the truss pack from the bed of the trailer. **NEVER** stand in the danger area where the trusses could potentially fall. Do not allow any others to enter the danger area.





CUSTOMERS ARE NOT TO ACCESS THE BED OF THE VEHICLE. EMPLOYEES DO NOT ACCESS THE BED OF THE VEHICLE UNLESS ABSOLUTELY NECESSARY AND ONLY WHEN USING AGREED METHOD OF WORKING AT HEIGHT EQUIPMENT.

Personal Protective Equipment (PPE) Required



Main Hazards



Method

1. Before removing the ratchet straps, the driver will use SSoW 21 to explain to the customer how the unloading process works even if the customer is already aware of this document, it is a useful reminder.

2. The manufacturer will supply truss packs secured to the trailer at two positions with 8mm blue rope. Banded in packs (max 10 x 35mm/6x47mm) with company branded banding. You should familiarise yourself with which blue rope attaches which pack to the centre bars. Check each pack is roped separately.



3. The customer is responsible for the provision of the forklift truck and its qualified operator. After arriving at site, the driver will report to site office. After parking the driver should inspect the load to ensure it is still secure, with all company branded banding and 8mm blue rope in place.



4. The forklift truck operator must position the forks in the most appropriate area to lift the trusses safely. The forklift truck will take the weight of the trusses on the forks.





Method

5. **NEVER** stand between the forklift and the trailer, or under or on the forks, or allow any others to enter the danger area.



6. The driver can assist the responsible person to cut the individual 8mm blue rope attaching the bundle to the lorry. This should be completed from the ground using the telescopic tree cutters provided. The driver must be in a safe position when carrying out this function.



7. When instructed that the area is clear the forklift truck operator shall remove the trusses from the lorry.



8. **NEVER** stand in the area around the lorry, or where the forklift truck will move into, or allow any others to enter the danger area.



9. The forklift truck operator must lift the trusses from the trailer and then move the trusses to a safe off-load area. If the driver has to mount vehicle, he must do so under the authority and supervision of the site manager/contractor using agreed method of working at height safety equipment.



10. Metalwork bags must be removed from the trailer in conjunction with the driver's specific manual handling training. All other items to be removed by the forklift truck should be completed by following site procedures.



Introduction to the storage and installation of Trussed Rafters on site

Introduction

Trussed Rafters can vary significantly in size and weight, see the TRA website for more information and common examples. Your chosen TRA member will provide information about size, weight and lifting points specific to the trussed rafters you have ordered.

During handling and storage, vertical Trussed Rafters are potentially unstable and must always be supported and or restrained to prevent them toppling over putting staff and others at risk. Such support and restraint is categorised as Temporary Works and therefore must be approved and recorded by the defined temporary works co-ordinator, where necessary with input from a temporary works engineer.

Unloading Trussed Rafters

When a delivery of trussed rafters arrives on site the contractor(s) involved should be prepared and have already allocated sufficient and suitable resources to ensure the trussed rafters are unloaded safely.

This operation will have been subject to a Contractors General Risk Assessment and then detailed in a safe working method statement that has been approved by the principal contractor or the person responsible for Health and Safety on site. TRA have produced information sheets about unloading to assist with this documentation. Contractors should contact their chosen TRA member to access this information and confirm delivery requirements.

Trussed rafters will be delivered in tight bundles using bindings. This will require mechanical handling equipment, such as a forklift or crane, to enable the safe manoeuvring of these large units. The safe working method statement should accommodate any special handling instructions or hazards specified by the designer in the risk assessment for the truss design.

Site Storage of Trussed Rafters

Trussed rafters can be safely stored vertically or horizontally at ground level or on any other properly designed temporary storage platform above ground level. Whichever method and location is chosen the temporary support must ensure the bundled or individual trussed rafters are fully supported and restrained to prevent them toppling over putting staff and others at risk. Such storage should also be set out to ensure that the units do not make direct contact with the ground or any vegetation and be so arranged as to prevent distortion.

The delivery of trussed rafters should, wherever possible, be organised to minimise site storage time; however, where longer periods of storage are anticipated then the trusses should be protected with covers fixed in such a way as to allow proper ventilation around the trusses.

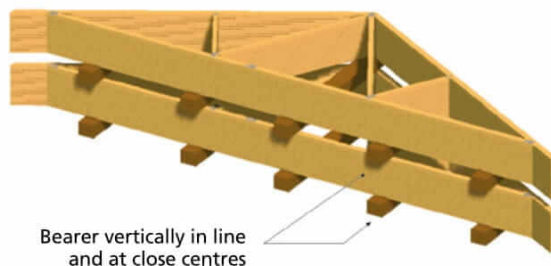
When stored vertically bearers should be positioned at the locations where support has been assumed to be provided in the design with stacking carried out against a firm and safe support or by using suitable props (Fig. 1). In both cases the support must be appropriate for the size and weight of trussed rafters being stored.

Fig 1: Safe vertical storage



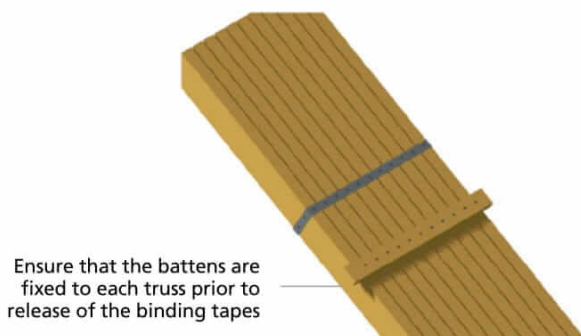
When trusses are stored horizontally level bearers should be positioned beneath each truss node as a minimum. (Fig. 2). Other methods of storing trussed rafters may cause deformation and distortion unless specific provision has been made in the design for an alternative temporary support load case.

Fig 2: Safe horizontal storage



Extreme care should be exercised when removing the bindings from a bundle of trusses in the vertical position. As a precaution against destabilisation of the whole bundle of trusses, it is recommended that prior to the removal of the bands, timber battens are fixed across the bundle at several locations with a part driven nail into every truss. Such a simple precaution will allow the safe removal of single trusses once the bands are removed. An example is illustrated in Fig. 3.

Fig 3: Safe method of breaking a bundle of trusses



Installation of Trussed Rafters

Installing trussed rafters requires specific construction skills which involve working at height handling dynamically unstable materials and should only be undertaken by suitably experienced and qualified personnel such as those with a Level 2 Diploma in Site Carpentry. The contractor responsible for installation should undertake a full site-specific risk assessment and develop a safety method statement before any work commences. These documents shall include details of the temporary support essential during the initial installation stage.

A safe working platform should be provided around the perimeter of the roof using edge protection boarded scaffold with guard rails and suitable safe access onto the roof, e.g. a stair tower.

Measures to prevent or mitigate the distance of a fall, should one occur, must also be provided internally. This can be achieved by providing a working platform or 'crash deck' immediately beneath the underside of the trusses. Either conventional scaffolding, or proprietary decking systems can be used for this purpose. Systems such as nets or air and bean bags should only be relied on where a working platform described above is not feasible.

The Work at Height Regulations specifically require weather conditions to be considered when planning any work. Wind loading presents a particular risk for trussed rafters that are not installed and fully braced. TRA would support the NFRC recommendation that roof installation activity involving components greater than 5m long should cease when the mean wind speed reaches 17 mph (gusting to 26 mph or over)

The principle to achieve stability during installation is to create a group of trusses that when suitably braced form an independent self-supporting unit. This unit usually of three or more trussed rafters @ 600mm c/c can be assembled in situ at roof level or with suitable planning be pre-assembled at ground level and craned into place on the roof. Once in place this unit provides a stable base from which further trussed rafters can be braced.

The larger the truss being installed the stronger the temporary bracing necessary to provide support. A practical minimum would be C16 strength class the same thickness as the trussed rafter (36 or 47mm) x90mm wide. No piece of temporary bracing should be less than 1500mm long allowing fixing to a minimum of three trussed rafters. Always ensure the correct fixings are used to secure

Temporary bracing of trussed rafters at roof level or any form of pre-assembly at ground level are Temporary Works and must be approved and recorded by the defined temporary works co-ordinator, where necessary with input from a temporary works engineer.

Installation Procedure Simple Domestic Roofs

The following gives guidance on a typical erection sequence for a simple domestic type roof. Diagrams are for illustration only, with perimeter scaffolding and internal working platform not shown.

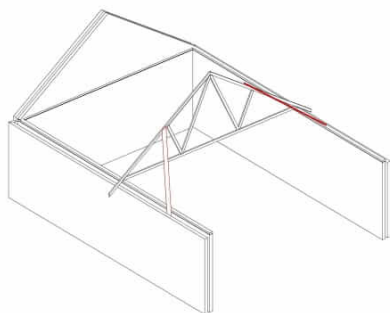
Step 1

Ensure wall plates are level and adequately secured to load bearing walls. Mark off positions of trusses along both plates.

Step 2

Either mechanically or manually lift the first truss up to the roof holding it in a vertical plane. Erect the first truss in such a way that it coincides with the position of the end of the rafter diagonal bracing when fitted. Temporarily brace first truss to both wall plates (Fig. 4) ensuring the correct size of bracing and fixings specified in the temporary works plan are used.

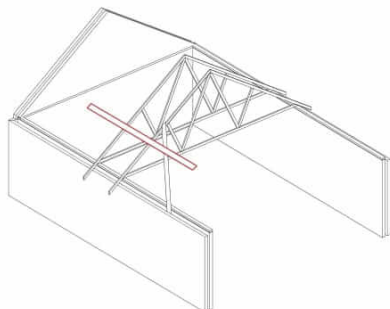
Fig 4



Step 3

Erect second truss ensuring that its production face matches the first truss as indicated by the labels or markings affixed to the truss. Then brace back to first truss with temporary horizontal bracing along both the rafters and ceiling tie members, ensuring both trusses are vertical (Fig. 5).

Fig 5



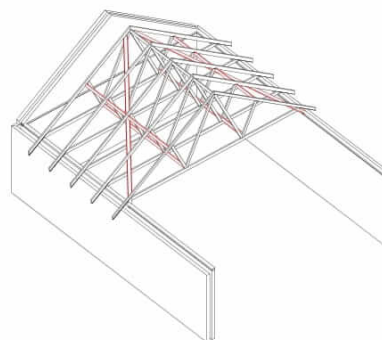
Step 4

Erect third truss towards gable end ensuring correct orientation of common manufacturing faces as described above. Check vertical and fix to installed temporary bracing along both the rafters and ceiling tie members to create a stable unit. Erect further trussed rafters with temporary bracing back to this stable unit.

Step 5

Fix the permanent diagonal braces (Fig. 6) to the inner face of the rafters at approximately 45°, nailed to the wall plate at the lower end and fixed as high up the first truss as possible leaving space for the apex longitudinal brace. All permanent braces should be minimum 22 x 97mm timber, dry and free of major defects. Fixed to each truss with 2 no. 3.1 mm x 65 mm long mechanically driven gun nails or 3.35mm dia. x 75mm long galvanized nails. Braces may be jointed providing the lap spans at least two trusses.

Fig 6



Step 6

Fix remaining longitudinal bracing to rafters, struts and ceiling ties as shown in Fig. 6. Note that all bracing is repeated for both sides roof.

Step 7

Temporary bracing can now be removed, and any additional trusses erected using the completed section of the roof as a means of temporarily bracing them.

Step 8

All remaining longitudinal diagonal and chevron bracing specified for the roof should now be fixed, along with galvanized metal retaining straps to walls and gable ends. The upper section of two part "Top Hat" trusses can now be installed.

Step 9

After erection and before felting and battening the roof, check that all trusses are aligned vertically, and each truss is restrained from bowing out of its vertical plane.

Introduction to the storage and installation of Trussed Rafter on site (cont.)

Access to High Level Bracing

The installation contractors full site-specific risk assessment and safe method statements shall include consideration and details for safe access to high level truss bracing and “top hat” installation. Both of which are essential elements of trussed rafter design.

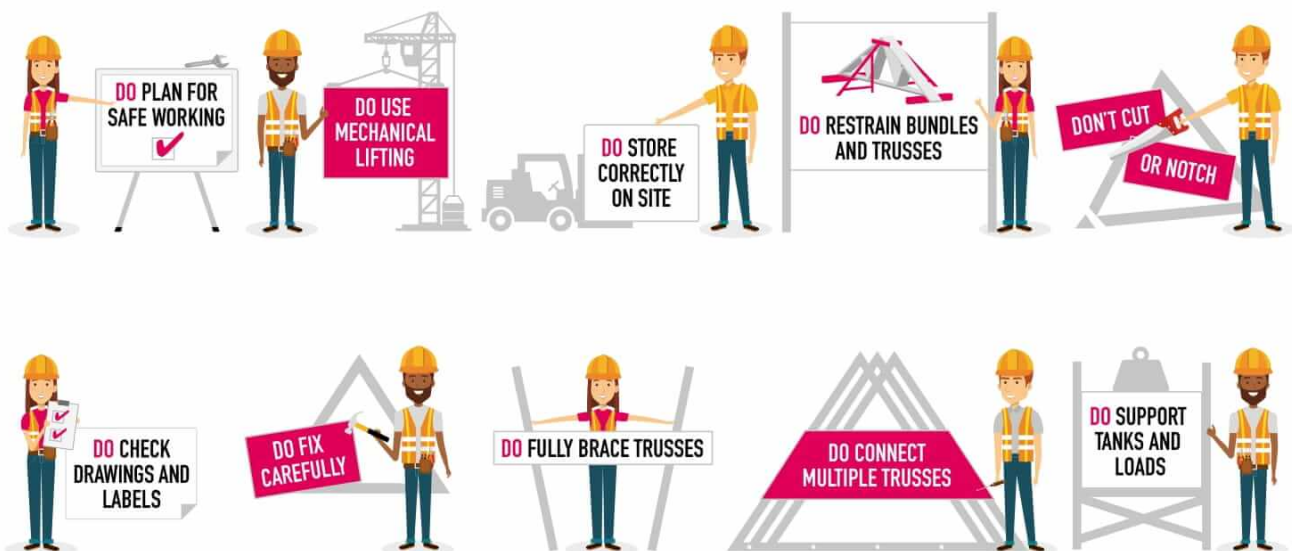
Such access can be safely achieved using proprietary equipment such as “DTE Safe Step” or “STA Safe access system”.

Alternately, if requested during order stage additional timber members can be incorporated within the trussed rafter design to provide support for temporary access platforms.

Trusses should never be cut or adjusted in any way. If site circumstances make modification unavoidable then changes should only ever be made with the prior knowledge and consent of the trussed rafter designer.

This information sheet gives a brief introduction to the storage and erection of trussed rafters on site for a simple house roof. It is not intended to be comprehensive and it is accepted that there may be many other solutions to the various aspects of construction discussed. Readers are advised to discuss their design situations with their specialist trussed rafter supplier.

Do's and don'ts on site - If in doubt - ask



The guidelines contained within this information sheet are given in good faith but without liability and its use shall be entirely at the risk of the user.



Trussed Rafter – Handling, Storage & Installation Roadmap

Introduction

TRA members offer a variety of services in addition to the design and supply of Trussed Rafters. Where Clients choose to engage TRA members for the installation of the Trussed Rafters then part of this service will be assistance with defining safe and effective systems of work to meet regulatory requirements.

Where Contractors or Clients choose not to employ TRA members in the installation of Trussed Rafters, then they should be aware that the legal responsibility of the manufacturer ceases at point of delivery and responsibility for unloading, storage and safe erection of the Trussed Rafters supplied rests with the contractor.

This Roadmap is intended to highlight what the TRA believe is the process to achieve the safe Handling, Storage and Installation of a Trussed Rafter Roof.



Site Design & Planning – Collaboration between the Building / Roof Designer and the Truss Designer

Buying from a TRA Member ensures you are dealing with reputable and highly experienced suppliers who can help you to appreciate the legal obligations and responsibilities that are placed on those in the roof construction process. Some considerations that contractors should take into account at the design and planning stage are given below, for further information:

- TRA Guide to CDM Regulations 2015 – Trussed Rafters
- Typical Roof Designs, Trussed Rafter Types and Weight / Size considerations
- Roof Construction options: Individual Trusses, Prefabricated Truss units, Full Roof assembly on ground
- Site Handling options: Crane, Telehandler, Forklift, Manual Team handling, Safe Routes/Obstructions
- Site Storage: On ground, at height, temporary racking design & capacity, weight limits
- Temporary Site Works Design and Planning including temporary bracing, wind factors, point loading.

TRA members provide information on Trussed Rafter dimensions, weights, configuration and location within the layout and

erection sequence. In addition, they will provide schedules or drawings to enable the contractor to define their requirements in terms of delivery schedule, maximum bundle weight or size and the requirement for sacrificial slings if scheduled for crane offload. Where appropriate TRA members also provide the necessary fixing details to construct compound or multi-part structures.

Loading at Truss Fabricator – Truss Manufacturer responsible with information from Contractor

TRA provides its Members with defined Method statements, to ensure the safe loading and transport of Trussed Rafters. These procedures include:

- The need for competent, trained hauliers and suitably adapted vehicles / trailers.
- Differential colours of restraint banding to be used when loading, one colour to secure the bundle and a different colour for securing the bundles to the vehicle.
- Sacrificial one-way slings if scheduled for crane offload
- The need for appropriate training of the manufacturers Loading Staff and Delivery Drivers.

Unloading at Site – Responsibility of Contractor

Contractors are responsible for unloading of vehicles at site. TRA assists its Members with generic method statements which can help sites develop safe methods of unloading either by crane or other forms of mechanical handling equipment. These documents are available from your chosen Trussed Rafter supplier upon request.

These procedures emphasise:

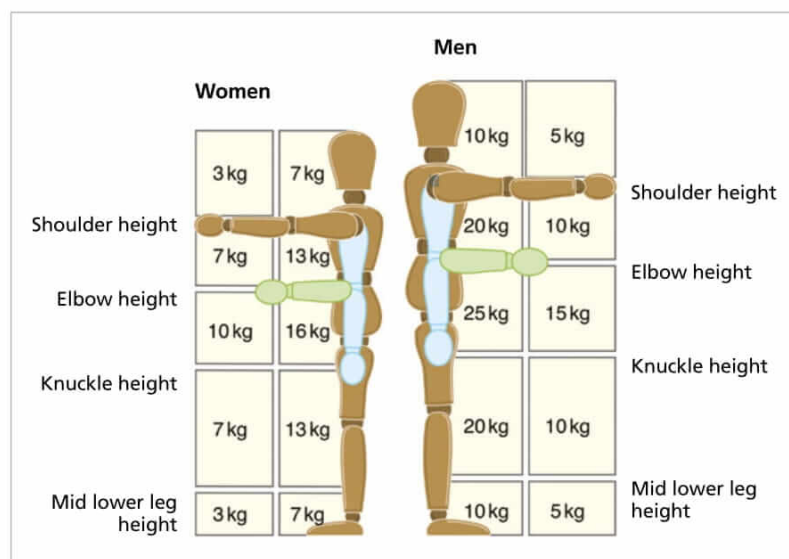
- Delivery scheduling, Vehicle type, size and routes for access, specific site restrictions or requirements
- Site Unloading method: Crane, Telehandler, Forklift, Manual Team handling, Safe Routes/Obstructions
- Site Storage method: On ground, at height, temporary racking design & capacity, weight limits
- Suitable level unloading areas safely segregated from pedestrians and site traffic

- All unloading is undertaken from ground level with no need for anyone to access lorry bed.
- The need for suitably trained, Banksman, Slings, Crane Operators on site.

Trussed rafters will be delivered in tight bundles using bindings. This will require mechanical handling equipment, such as a crane or forklift, to enable the safe unloading and manoeuvring of these large units. Where requested in advance bundles can be pre-slung to assist with crane offload.

Due to the size and weight of trussed rafters, TRA recommends that manual handling is avoided wherever possible. This recommendation is based on:

Hierarchy for Manual Handling as defined in the - Manual Handling Operations Regulations 2002.



The Regulations set out a three-step approach which each employer should take:

Step 1: avoid the need for any manual handling involving risk of injury, "so far as is reasonably practicable" ... **The provision of mechanical handling equipment such as crane or forklift will avoid the need for manual handling of trussed rafters "so far as is reasonably practicable"**

Step 2: where manual handling tasks cannot be avoided, assess the risks. ...

Step 3: reduce the risk of injury.

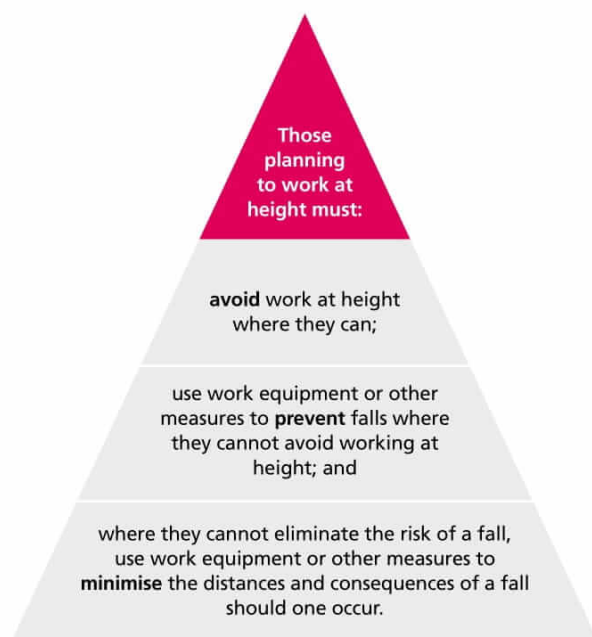
Transfer and Storage within Site – Responsibility of Contractor

Multiple handling and site storage increase the risk of damage, so where practicable trussed rafters should be unloaded directly from vehicle to roof erection. Where this is not possible then alternative is unloading to a specifically designed storage rack or loading bay as close as possible to their end location and time for use. Other considerations for the contractor are:

- TRA Introduction to the Storage and Installation of Trussed Rafters
 - Site Handling method: Crane, Telehandler, Forklift, HIAB, Manual Team handling. Safe Routes
 - Site Storage: Location On ground, at Height, Flat, Upright, Racking design & capacity, weight limits, Weather protection.
- Stability & Safety within Storage**
- Site Staff Training /Qualification for handling and installation of Trussed Rafters

Installation on Site – Responsibility of Contractor

Hierarchy for work at height is defined in the Work at Height Regulations 2005.



The hierarchy	Example solutions
Avoid the need to work at height	Temporary Works Engineer to Plan and Design lifting frame for pre-assembly of trussed rafters at ground level.

Where work at height cannot be avoided

Prevent a fall	Use edge protection boarded scaffold with guard rails/netting and suitable safe access onto the roof, e.g. a stair tower.
	Internally to building temporary working platform immediately beneath the underside of the trusses.
	Safe access to high level truss bracing and top hat installation. e.g. additional designed members within trusses to support platform or proprietary access equipment e.g. DTE Safe Step or STA safe access

Where the risk of a fall cannot be prevented

Minimise consequences of a fall, should one occur	Internally to building temporary working platform immediately beneath the underside of the trusses.
	Personal fall-arrest systems are the last resort as they do not prevent the fall, only mitigate the consequences, and only protect the individual worker.

Other considerations for the installation process

- Trained Installers / Kit Erectors fully informed of Site Temporary Works procedures
- Site Risk Assessment/ Method Statements
- Access Decking, Access above head height, Guarding, Top Hat installation
- Lifting Plan, Procedures and Weight limits, Temporary holding/ storage area
- Trained Banksman, Slingers, Crane Operators plus adequate personnel resources
- Truss Spacing and placement, Fixing Metal work e.g. Truss Clips, Shoes, Hangers
- Temporary Bracing Plan, Design, Strength/ Adequacy, Material Quality & Size, fixing; Method/Type/Number
- Permanent Bracing Plan /Installation, Sheathing/Sarking Boards Membrane /Felt / Batten installation.
- Examples of Good Practice for Trussed Rafter Erection - TRA Installation Guide

Reference Documents

- HSE document- HSG 33 Health and Safety in Roof Work
- TRA Technical Handbook – Issue 2 May 2007
- TRA Members Method Statements – Loading / Unloading
- BS.5975: 2008 + A1: 2011 - Code of practice for temporary works procedures and the permissible stress design of falsework.
- Home Builders Federation – Guidance on Manoeuvring of Roof Trusses - July 2012