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### JCT MINOR WORKS CONTRACT 2016

This Contract shall incorporate all the provisions of the Joint Contracts Tribunal Minor Works Contract 2016 as amended by the amendments included in Appendix 1 and supplemented by the Optional Clauses included in Appendix 2.

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- CONTRACT PARTICULARS
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- APPENDIX 1: AMENDMENTS FOR USE WITH THE JCT MINOR WORKS BUILDING CONTRACT 2016
- APPENDIX 2: OPTIONAL CLAUSES

<b>OPTIONAL CLAUSES (“Optional Clauses” or “OC’s”)</b>	
<b>Optional Clause 1: Modern Slavery:</b>	Applies
<b>Optional Clause 2: Complaints:</b>	Applies
<b>Optional Clause 3: Annual Review:</b>	Applies
<b>Optional Clause 4: Confidential Information:</b>	Applies
<b>Optional Clause 5: Business Continuity:</b>	Applies
<b>Optional Clause 6: Apprenticeships:</b>	Applies
<b>Optional Clause 7: General Liability:</b>	Applies
<b>Optional Clause 8: Safeguarding:</b>	Applies
<b>Optional Clause 9: Admission to Site:</b>	Applies
<b>Optional Clause 10: Conduct of Staff:</b>	Applies

<b>Optional Clause 11: London Living Wage:</b>	Applies
<b>Optional Clause 12: Audit:</b>	Applies
<b>Optional Clause 13: Termination for convenience:</b>	Does not apply
<b>Optional Clause 14: Equality and Diversity</b>	Applies
<b>Optional Clause 15: Supply Chain Visibility</b>	Does not apply
<b>Optional Clause 16: Processing, Personal Data and Data Subjects</b>	Yes
<b>Are the Works 'Sensitive Works' (i.e. involving children or vulnerable adults?):</b>	Yes
<b>Are Product Guarantees required under clause 2.12 of the amendments at Appendix 1?</b>	Yes for the windows
<b>Contract Documents (Recital 9)</b> <ul style="list-style-type: none"> <li>• the Agreement</li> <li>• the Specification/Work Schedules</li> <li>• Priced Document</li> <li>• Invitation to tender</li> <li>• the Preliminaries and conditions for tendering</li> <li>• Form of Tender</li> <li>• the Contract Drawings numbered / set out in Schedule 12</li> <li>• Method Statements</li> </ul>	

- SCHEDULES: SEE BELOW

<b>List of Schedules</b>			
<b>Schedule</b>	<b>Item</b>	<b>Location</b>	<b>Applies/does not apply</b>
<b>Schedule 1</b>	Arbitration	JCT booklet	Not Used
<b>Schedule 2</b>	Fluctuations – Contribution, levy and tax changes	JCT booklet	Not Used
<b>Schedule 3</b>	Supplemental Provisions (1) Collaborative working (2) Health and safety (3) Cost savings and value improvements (4) Sustainable development and environmental considerations (5) Performance Indicators and monitoring (6) Notification and negotiation of disputes (7) Transparency (8) The Public Contracts Regulations 2015	JCT booklet	1-6 apply (unless otherwise stated in the Contract Particulars).  7 applies as the Employer is a Local Authority  8 applies as the Employer is a Local Authority and subject to the PCR 2015.
<b>Schedule 4</b>	Processing, Personal Data and Data Subjects	Appendix 1, amendments	Schedule 4 shall only apply if OC15 applies
<b>Schedule 5</b>	Form of Parent Company Guarantee	Appendix 1, amendments	Required (PCG or PB)
<b>Schedule 6</b>	Form of Performance Bond	Appendix 1, amendments	Required (PCG or PB)
<b>Schedule 7</b>	Form of Contractor Warranty	Appendix 1, amendments	Not Required
<b>Schedule 8</b>	Form of Sub-Contractor Warranty	Appendix 1, amendments	Required

<b>Schedule 9</b>	Employer's Policies <ul style="list-style-type: none"><li>○ Sustainable Procurement Code of Practice for Contractors, Suppliers and Service Providers</li></ul>	Appendix 1, amendments	Required
<b>Schedule 10</b>	Specification/Work Schedules	Appendix 1, amendments	Required
<b>Schedule 11</b>	Priced Specification/priced Work Schedules/Schedule of Rates	Appendix 1, amendments	Required
<b>Schedule 12</b>	Contract Drawings	Appendix 1, amendments	Required
<b>Schedule 13</b>	Log of Post Tender Correspondence	Appendix 1, amendments	Required