

Building Surveying

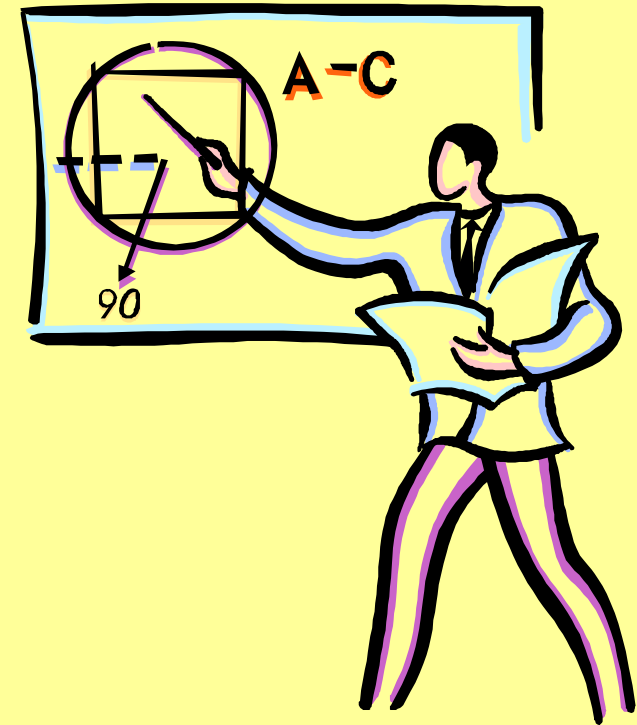
Clients and Introduction

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Lecture Format

Every lecture will follow the same format:

- **Feedback & your Building Survey**
- **Group work**
- **Guest expert speakers.**
- **Last half hour Q & A**



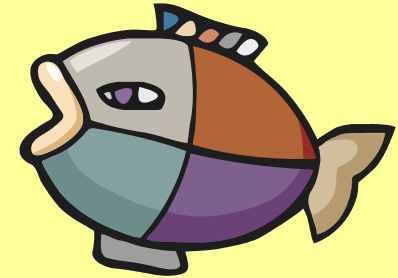
Today's Focus



- **Introductions & clients**
- **Format & follow the trail**
- **Group work & framework for Survey & Executive Summary**

Lecture styles

- **Fish – sit – given info to repeat back and learn**



- **Fishing rod – gives guidance – helps apply knowledge**



- **Open sea – given direction – use and build your knowledge**



Your Tailor made Building Survey

- **Tailor made suit -v- Homebuyers Report mass production**
- **Written for that client exclusively**
 1. **Written to the client's knowledge level**
 2. **Deals with client's concerns**
 3. **Deals with client's dreams**
 4. **Puts problems into perspective**



Good, Bad and Ugly



Think!



- Good



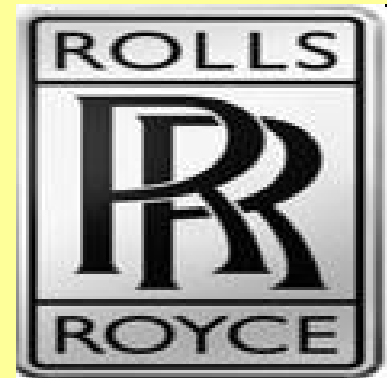
- Bad

- Ugly



Building Survey

- Digestible format
- Solves property problems (now & in the future)
- Costs advice



Introductions (all in your file)

- **Confirm your Instruction**

- **property address**

Who's ever surveyed the wrong building?

- **Confirm your assumptions**

- **Buying pub to convert to a house**

- **Explain format**

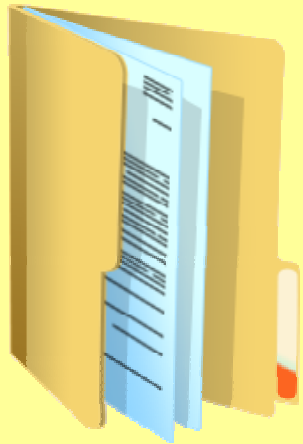
- **where are your photos & sketches going to be**

- **Explain content**

- **where is the detail, the executive summary**



Your Building Surveyor file



External

Internal

Services

Your client brief

Executive Summary



We will then sub-divide each section

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External

- **Chimney Stacks, Flues, Parapet Walls, Dormer Windows and Roof Windows**
 - **Roof Coverings and Underlayers**
 - **Roof Structure and Loft**
 - **Gutters and Downpipes**
 - **External Walls**
 - **Foundations**
 - **Trees**
 - **Damp Proof Course**
 - **Airbricks**
 - **External Joinery**
 - **External Decorations**

Internal

- **Ceilings, Walls, Partitions and Finishes**
- **Chimneybreasts, Flues and Fireplaces**
 - **Floors**
 - **Dampness**
 - **Internal Joinery**
 - **Timber Defects**
- **Internal Decorations**
- **Thermal Efficiency**
 - **Other Matters**

Services

- ??see???
- ??web????
- ??site???
- ???examples?????
- ??????
- ????????
- ??????????
- ????????????
- ????????????

Executive Summary



- 1. Problems that mean that the client shouldn't buy the property.**
- 2. Problems that need carrying out either immediately or within the next year that could be expensive. Expense very much relates to the cost of the building, if the building costs a million pounds then it may be quite acceptable to have £50,000 worth of repairs.**
- 3. Work that needs carrying out within the next five years.**
- 4. Anything important you want to advise the client.**

Clients Come in all Shapes and Sizes

So what do you think your client really wants?



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Communication

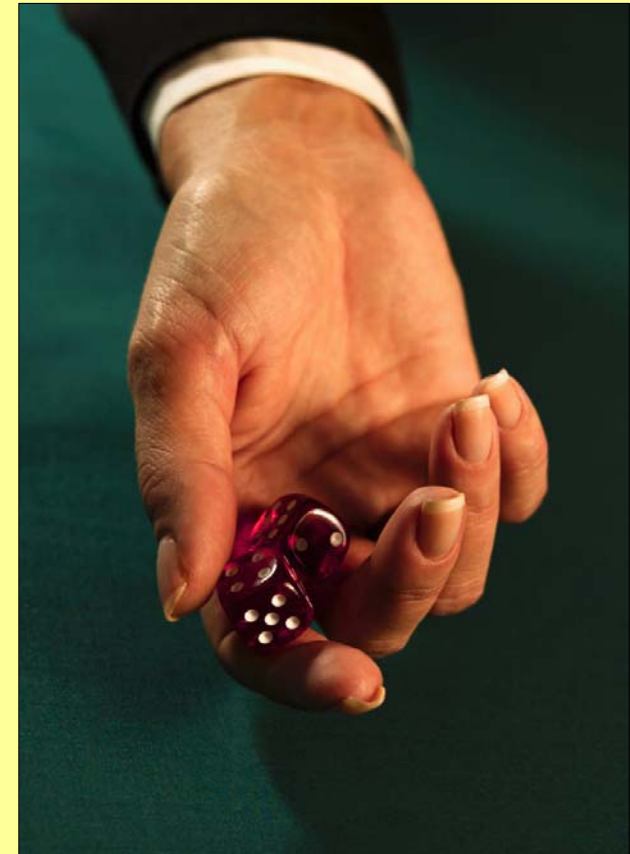
Talk to them

- **Before**
- **And / or During**
- **And / or after the survey**
- **(We meet the client at the property)**



Client Roll of the Dice

- ① No property knowledge at all
- ② Little/Limited property knowledge
- ③ Basic property knowledge
- ④ Keen DIYer
- ⑤ Involved in property industry/profession
- ⑥ Regular property purchaser



3 must haves in a Building Survey

- Digestible
- Solve property problems
- Costs advice





3 things to avoid

Overloading your client with Information

Not understanding what the client wants

Not being conclusive





and 3 more things to pass the assignment

1. Understand and document your client's requirements
2. Focus on Executive Summary built from the folder, say 1000 words plus 2000 appendix from folder
3. Group working together on each section (and there will be an opportunity, like X Factor to vote people out of the group that aren't pulling their weight after two weeks, and don't think I'm joking!) Take minutes.

