

A wide-angle photograph of a construction site at dusk. In the foreground, a large yellow tower crane stands on the left. The ground is covered with a grid of steel reinforcement bars (rebar) and wooden formwork. Scaffolding is visible around the base of the structure. In the background, city lights are visible under a twilight sky with soft pink and blue hues. The overall scene depicts an active construction project.

A GUIDE TO OUR SERVICES

# BUILDING CONSULTANCY

Carter Jonas



# ABOUT CARTER JONAS

Carter Jonas is a leading UK property consultancy working across construction, commercial property, residential sales and lettings, rural, planning, development and national infrastructure.

Supported by a national network of 34 offices and over 800 property professionals, our experts are renowned for their quality of service, expertise and the simply better advice they offer their clients.

## OUR FIRM AND WORK AT A GLANCE

**800**

property experts

**34**

offices across the country, including 9 in central London

**50+**

chartered building surveyors and project managers

**68.8m**

business turnover

**3,000**

number of homes we are currently overseeing the delivery of

**30+**

number of occupiers we relocated in the last 12 months

**62%**

average dilapidations savings for our clients, after receiving our advice

**£2bn**

of reinstatement cost assessments undertaken since 2018

**£300m+**

development cost that we are currently instructed to oversee

**£500m+**

pre-acquisition surveys of commercial property over the last year

# ABOUT OUR NATIONAL BUILDING CONSULTANCY SERVICE

**Our Carter Jonas building consultancy experts look to maintain and enhance all their client's property assets by providing high-level strategic advice.**

Our specialists have established relationships with a broad range of public and private sector clients across the country. They advise on a wide range of consultancy services such as technical due diligence, dilapidations, development monitoring, neighbour matters and planned maintenance. Also, all project related services such as design, contract administration, employer's agent and project management.

With over 50 chartered building surveyors and project managers, our professionals can assist wherever you are in the UK, whatever your property concerns may be. All services, from design through to delivery, are co-ordinated and overseen by an experienced Partner from within our organisation, ensuring every one of our instructions is in extremely knowledgeable hands.



**Richard Love**  
Head of Building Consultancy

# OUR BUILDING CONSULTANCY SERVICES WITHIN THE PROPERTY LIFE CYCLE

INCEPTION

IMPLEMENTATION

## SERVICES **THROUGHOUT** OUR LIFE CYCLE



Cost consultancy



Project management



Expert witness

STRATEGIC  
DEFINITION



Measured surveys

PREPARATION  
AND BRIEF



Architectural design services

CONCEPT  
DESIGN



Historic buildings



Construction (design and management) regulations



Schedules of condition



Programme management



pre-acquisition survey



Feasibility studies



Specification writing and contract administration

DEVELOPED  
DESIGN



Party wall matters/ rights of light

IN USE



Insurance reinstatement cost assessments



Building pathology/ defects diagnosis

HANDOVER AND  
CLOSE OUT



Works progress and quality inspections

CONSTRUCTION



Strategic procurement



Development monitoring

TECHNICAL  
DESIGN



Dilapidations



Planned preventative maintenance/ condition surveys



Contract administration



Licences to alter representation



Employers agent

# ABOUT THE SERVICES WE PROVIDE WITHIN THE PROPERTY LIFE CYCLE

Through our network of offices, we are able to provide a national service to all our clients. Our experts have built a comprehensive knowledge of all markets in which they operate, ensuring they deliver simply better advice.

## SERVICES IMPLEMENTED THROUGHOUT ALL STAGES



### COST CONSULTANCY

Controlling costs is fundamental to keeping expenditure at the right level throughout a project. Our quantity surveying team delivers an end-to-end cost advisory service,

which includes feasibility advice, pre-tender estimates, the preparation of pricing schedules and documentation, tender analysis and evaluation, interim valuations of works, and final account analysis.



### PROJECT MANAGEMENT

Architectural and construction projects invariably entail a degree of complexity and have specific challenges that require specialist management. From the simplest repair project through to major infrastructure developments, successful project

delivery depends on the effective management of people, costs, timescales and quality. Our experienced project managers are highly knowledgeable and professionally qualified construction experts, who work together to achieve the successful delivery of any building project.



### EXPERT WITNESS

When undertaking an architectural project, building or maintenance work, or a property transaction, there is always the risk that something might go wrong. Whether you are the client or the service professional, you may be dissatisfied on completion. Relationships occasionally break down and disputes can be financially and emotionally costly, as well as

time-consuming. Acting as expert witnesses, our professionals provide advice to solicitors and legal counsel regarding property disputes. Issues include the compulsory purchase of a property, matrimonial and partnership disputes, failings in design or construction, party wall agreements/ disputes, valuations for litigation purposes, professional negligence claims, taxation matters, leasehold enfranchisement, rent reviews and lease renewals.

## STRATEGIC DEFINITION



### PROGRAMME MANAGEMENT

Our project managers are experienced in delivering programmes of works that include multiple projects or workstreams. Our team has applied this skill set to a range of settings, including corporate relocation programmes, the delivery of multi-faceted education facilities,

and critical environments involving 'blue light' operators. Built from a PRINCE2 platform, our programme management approach ensures rigour from inception to completion. The process provides for bespoke reporting, assisting clients with decision-making and allowing for auditable change management throughout.



### MEASURED SURVEYS

All projects start with an assessment of the baseline conditions. We establish your site's capacity with a detailed topographic survey and capture the development context of surrounding building elevations or countryside. Our property professionals stay with you throughout the building lifecycle, streamlining maintenance with a suite of as-built drawings and updating

areas that could be let to the latest International Property Measurement Standards (IPMS). Our geomatic surveyors employ traditional techniques, as well as GPS and laser scanning, to capture every relevant detail accurately. If required, we can call upon a bank of trusted sub-contractors to provide drone and underground surveys, meaning there is no area that can't be measured.



### PRE-ACQUISITION SURVEY

If you're looking to invest in or lease a property, building surveys are essential to analyse the conditions, risks and liabilities associated with the building. A pre-acquisition survey is an important part of the due diligence process, helping you to

make an informed decision before purchasing or investing in a property. By obtaining this in-depth survey, a potential buyer gains essential knowledge on the condition of a building and its suitability for their needs, which includes detail on all present and potential problems which may arise.

## PREPARATION AND BRIEF



### ARCHITECTURAL DESIGN SERVICES

We can create and develop new build architecture across all sectors, including commercial, retail, residential, health, education

and culture. Together, our RIBA-accredited architects advise on projects of varying scales and complexities, including historic and period buildings that form part of larger development sites.



### FEASIBILITY STUDIES

A feasibility study is the process for determining the viability of a proposed initiative or

development. It will also evaluate the proposed project development to determine if it is technically feasible within the estimated cost.

## CONCEPT DESIGN



### HISTORIC BUILDINGS

If you want to alter or extend an historic building in a way that affects its character or appearance as a building of special architectural or historic interest, you will need a specialist to advise you on how to proceed. Work involving historic

buildings requires expert skills due to the specialist techniques and traditional materials which are required. Skilful design, specification, project management and attentive cost control are essential for any projects on historic buildings. This is where Carter Jonas' experienced historic buildings specialists can help.



### SPECIFICATION WRITING AND CONTRACT ADMINISTRATION

We offer a full design and contract administration service for across all property sectors. We work closely and collaboratively with the project team from initial feasibility through to final completion in an impartial and unbiased professional manner. Our talented in-house design team are experts in providing guidance on materials and are focused on developing creative solutions based

on our clients' interests. We are experienced in producing comprehensive specifications of work in the precontract stage that comply with building regulations and professional standards. Our architects and CAD technicians can assist with obtaining planning and building regulations approval by liaising with Local Authorities and by producing high quality drawings turning any project brief into a realisation. We are also able to assist external design teams if required.



### CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS

Construction design management regulations (CDM 2015) are the main set of regulations for managing the health, safety and welfare of construction projects. the CDM regulations apply to all building and construction work and includes

new build, demolition, refurbishment, extensions, conversions, repair and maintenance. Our experts can assist in fulfilling all roles under CDM and support designers, contractors and clients to discharge their CDM regulation duties. All our CDM regulation advisers are members of the Association for Project Safety (APS).



### PARTY WALL MATTERS/RIGHTS OF LIGHT

Party wall legislation is in place to facilitate construction work, while protecting the property interests of adjoining owners. The Act traces its origins back to 1666 when, following the Great Fire of London, authorities regulated the construction of party walls between properties.

We can advise on proposed developments and the implications of the Act at the planning and design stage, taking costs and time into account at the project outset. We consult with designers and engineers to advise on the likely consequences of, and the best way of applying, the Act. For example, provisions within the Act facilitate access from adjoining land to undertake works, which otherwise might not be obtained.



### SCHEDULES OF CONDITION

Schedules of condition are prepared for a variety of reasons and they provide property occupiers and owners with an invaluable record of a building's condition at a specific moment in time. This can range from the commencement of a lease to before implementation of construction

works. When they are drafted well, schedules of condition can protect both parties and reduce the risk of future dispute. Our schedules of condition include a detailed description of the property and its condition, and are supported by carefully indexed and cross-referenced photographic evidence.



### EMPLOYERS AGENT

Design and build is becoming an increasingly popular mode of delivery for construction and engineering projects of all scales. In our capacity as employer's agent in a design and build setting,

we work on the client's behalf to control the project by implementing the terms of the contract as originally defined. By doing this, we prevent scope erosion, we control brief creep, we maintain programme control, and ultimately, we ensure financial control throughout the project.



### DEVELOPMENT MONITORING

A condition of banks or lenders providing loan facilities to fund building projects is often that a professional, such as a building surveyor, monitors the project from inception through to practical completion. This monitoring advice includes overseeing all building issues relating to a new construction project. We have a number of expert chartered surveyors who are experienced

in this field. Once appointed, we visit the proposed development to become familiar with all physical aspects of the site and we request copies of relevant information from the developer or builder. This information often includes construction details, costs and programmes, flood risk assessments, ecology and ground reports, statutory planning, listed building consent, building regulation information, approvals relating to health and safety, and relevant legal documents.





### LICENCES TO ALTER REPRESENTATION

Licences to alter are designed to protect the landlord's interest in a tenanted property so that alterations are reviewed in terms of their design and impact on the building structure and

services. In this situation, our experts can advise either the landlord or the tenant. For landlords, we can assist by managing the process and technically reviewing tenant's proposals. For tenants, we can assist in the applications by compiling the technical details required to obtain approval.



### STRATEGIC PROCUREMENT

Demonstrating optimal value from a project is at the forefront of every brief we receive. This doesn't mean we advocate the cheapest option every time, but it means we acknowledge the

important role that cost control plays in delivering projects successfully. Our procurement advice encompasses all areas of project staff, including the design team, works contractors, specialist surveyors and, of course, the principal contractors.

## CONSTRUCTION



### CONTRACT ADMINISTRATION

The role of the contract administrator is to ensure the agreed construction contract is administered fairly, avoiding unnecessary conflict throughout the process. Typically this involves activities such as certifying payment, authorising variations

to the contract, agreeing when the works are complete and advising on the implications of matters such as insurances or rectifying of any defects. In this way, clients and contractors can focus on their primary roles, which ensures conflict or misinterpretation is avoided.



### WORKS PROGRESS AND QUALITY INSPECTIONS

Our chartered building surveyors are experts in a broad range of methods of construction and therefore ideally placed to advise on the quality of

construction works as they progress. This involves an agreed number of inspections to monitor development against the contractual specification. Ultimately ensuring that the brief is delivered and quality maintained, guaranteeing the final results are what our clients expect, when they expect it.



### BUILDING PATHOLOGY/DEFECTS DIAGNOSIS

At the core of building pathology is the investigation, diagnosis and remediation of building defects. Buildings have always been subject to defects, some of which are more common than others. Diagnosis can sometimes

be straightforward, but in most cases an in-depth knowledge and understanding of buildings is essential to provide the assistance and special techniques required. All our surveyors are experienced in this field and can provide advice to their clients on the diagnosis and how best to proceed.



### PLANNED PREVENTATIVE MAINTENANCE/CONDITION SURVEYS

We tailor the content and format of our survey reports to every client. In essence, the report is a tabulated building condition survey and includes a suggested budget for maintaining or repairing the building. We prioritise the repairs,

highlight the elements of the building at risk of failure, and suggest short-term remedies. As well as identifying defects, we point out any non-compliance with current standards. Proposed works are prioritised over a maintenance cycle, which is often five to ten years, and packaged into credible, deliverable projects.



### INSURANCE REINSTATEMENT COST ASSESSMENTS

Accurate and comprehensive reinstatement cost assessments are essential to ensure that, should

a building incur damage from an insured risk, there is sufficient insurance cover to safeguard the property owner's position in being able to recover their loss. Our specialists are experienced in providing these assessments.

## IN USE



### DILAPIDATIONS

Lease termination inevitably raises the question of dilapidations: what can the landlord expect in terms of the building's state of repair and what will it cost the tenant to remedy any breaches of covenant? Most commercial leases contain covenants that require tenants to repair and decorate buildings and maintain the land they occupy, in addition to complying with the

relevant statutory requirements. Any alterations or additions to the building may have to be removed, if required by the landlord. Carter Jonas has amassed extensive experience over many years of advising both landlords and tenants on dilapidations. Our insight into the mind-set of both landlords and tenants allows us to take a holistic view of potential situations that may arise when advising on dilapidations.



## 34 OFFICES ACROSS THE COUNTRY, INCLUDING 6 BUILDING CONSULTANCY HUBS

### Birmingham

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### Bristol

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Bristol BS8 1BQ

### Cambridge

One Station Square, Cambridge CB1 2GA

### Leeds

9 Bond Court, Leeds LS1 2JZ

### London

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### Oxford

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Oxford OX2 7DE

## ABOUT CARTER JONAS

Carter Jonas LLP is a leading UK property consultancy working across construction, commercial property, residential sales and lettings, rural, planning, development and national infrastructure. Supported by a national network of 34 offices and 800 property professionals, our commercial team is renowned for their quality of service, expertise and the **simply better advice** they offer their clients.

**All services, from design through to delivery, are co-ordinated and overseen by our experienced property specialists:**

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