

# *Building Surveying*

# *Executive Summaries*

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# **Your Building Surveyor file**

**External**

**Internal**

**Services**

**Your client brief**

**Executive Summary**

**We will then sub-divide each section**

## 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**

# Focus on the Executive Summary



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## Executive Summary

1. **Problems that mean you 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. **Defining work that needs carrying out within the next five years.**
4. **Anything else you want to tell them about. It could be that the combination of the items in 2 and 3 mean that the property would move into area 1 – go off and buy something else.**

# Survey Teams

**Group 1**

**Group 2**

**Group 3**

**Group 4**

**Group 5**

**Group 6**



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# Specific Defect Report

Each team has a report

Each team produces an executive summary of the report on one sheet of paper (both sides if you wish)

Present to group





# Survey Process

- ✓ **Client rings for advice / quote**
- ✓ **Talk to client**
- ✓ **Confirm instruction**
- ✓ **Gather available information prior to survey**
- ✓ **View property**
- ✓ **Take site notes & photos**
- ✓ **Prepare Survey usually dictate**
- ✓ **Carryout any research needed**
- ✓ **Complete report & talk to client**

# Questions, Questions, Questions

- Why do we have surveys if so few buildings fall over?
- What's the difference between a building survey and a house buyers report?

