

BRIAN EYLEY PARTNERSHIP

PRACTICE INFORMATION

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1 PRACTICE DETAILS

Practice

Trading Names: Brian Eyley Partnership (Chartered Building Surveyors)
Brian Eyley Photography (Architectural & Freelance Photographer)
(The BEP archway logo © is used for both)

Address: 3 The Potteries, Wickham Road
Fareham, Hampshire PO16 7ET

The Practice purchased this building (freehold) in 1997

Date of establishment: 1 June 1991

Principal

Principal: Brian E Eyley FRICS

Date of Birth: 14 November 1949

Elected as Associate of RICS: 1975 (aged 25)

Elected as Fellow of RICS: 1984 (aged 34)

Geographical Location

The office is located about one mile from the centre of Fareham, adjacent to junctions 10 & 11 of the M27.

Much of the work undertaken by the Practice is within a one hour drive of the office and the area of work therefore spans from Bournemouth to Brighton and up to Reading including outer and inner London. We have dealt with projects as far away as Cornwall (Truro), Wales (Swansea & Cardiff) and East Kent (Canterbury & Medway).

Other Disciplines

We work closely with a number of other professional organisations and, combined with our own areas of expertise, can offer “one-stop” advice in the following areas.

- All Architectural & Building Surveying functions
- Development advice & site identification
- Marketing & valuation advice
- Town Planning, applications and appeals
- Quantity Surveying
- Building Services design & defect surveys
- Structural design & defect surveys

We can provide full details of these professional practices upon request.

Staff

Brian Eyley Partnership is a small practice with well trained and appropriately qualified personnel. Brian Eyley takes a personal interest in each client and each instruction.

2 SCOPE OF SERVICES

Description of Services

Introduction

Brian Eyley Partnership offers a full range of building surveying and architectural services.

Some of the services are described below. Further details of other services can be obtained by contacting us.

Architectural and Building Surveying Services

The Practice offers a full range of services from both disciplines and uses modern technology to enhance the traditional values of accuracy, clarity, thoroughness, attention to detail, response speed and personal attention.

We undertake the design of new buildings, extensions, remodelling or refurbishment schemes, major repairs or a combination of any of these. We are geared to providing a complete independent service to the corporate property user generally and do not design small extensions for houses. However, we do offer architectural design services for all property types and a specialist service of restoration of historic buildings including private houses.

We also carry out full on-site monitoring of the work in progress with cost control and reporting services.

Please refer to the list of projects for recent examples of the range of our work.

Feasibility Studies

Where new buildings are required or existing properties are to be purchased for rehabilitation, we carry out a feasibility study, firstly to ensure the suitability of the building and, secondly, to establish the extent of any funding required.

We prepare plans employing our CAD (Computer Aided Drafting) system and alternative layouts can be investigated with ease.

Many of our feasibility studies are used to obtain funding from the Housing Corporation, Department for Education and other similar bodies and include cost benefit analysis, photographs and full justification of the proposals.

New-build - Full Service

A full design and detailing service is offered for new buildings and developments. We undertake the design of new buildings of most types including major school extensions, housing, special needs, residential, industrial, and commercial. We also design individual new houses.

Drawings are prepared using our CAD facilities with many advantages including accuracy, speed, and clarity and the ability to provide data interchange on disk.

New-build - Design and Build

We act as Employers Agent for Design and Build Contracts and provide a service including the preparation of the Employers' Requirements and Design Brief. The service can be based upon the funding body's normal brief or tailored to the client's needs.

The Practice can act as a design consultant to the Design and Build contractor either to prepare the full design or to advise on aspects of the client's brief.

Rehabilitation and Alteration

We undertake many refurbishment projects to include most building types and client categories. Our past work includes rehabilitation of Local Authority or Housing Association Housing, restoration of historic buildings, upgrading of Means of Escape or alarm provisions, extension and conversion and work of a similar nature.

We carry out a building survey, scheme design and obtain all necessary approvals, prepare plans and specifications and obtain tenders.

If the client has Computer Aided Drafting (CAD) facilities, record drawings can be provided on disk. The full contract administration services as set out by the RICS are normally undertaken.

Major Repairs

We have considerable experience of investigating and analysing major defects in many types of building and specifying and monitoring the progress of the remedial works.

We carry out all the normal cost controls except where we are working in conjunction with a quantity surveyor.

We can undertake specific material or component investigations in conjunction with specialist testing laboratories and advise on the appropriate remedial works.

Litigation reports can also be prepared if the defects were caused by negligent work by a contractor.

Maintenance Planning

We act for educational establishments and other organisations which need to plan their maintenance expenditure to make best use of the funds available. This is particularly important where revenue funds are fixed and can not be exceeded.

A Maintenance Plan will list the repairs required and forecast the annual expenditure for a number of years. The Plan can then be adjusted to take into account the priority of work and the available moneys. The Plan is based upon a detailed investigation of the buildings and often includes a detailed condition report as well as other maintenance advice.

We use hand held computers for stock condition surveys and other modern technology to ensure an efficient service.

Historic buildings

Brian Eyley has an interest in historic buildings and has worked on many listed buildings including the restoration of a 15th Century manor house, repair and conservation works to some of the Oxford college buildings, alterations to Grade 1 Listed Almshouses, conversion and extension of stables and barns. Also, many other repair and improvement schemes to a variety of buildings including a cruck framed cottage, a seventeenth century farmhouse, and work to prominent buildings within conservation areas. His interest led him to join an RICS Diploma course in Building Conservation.

He is able to offer specific advice on the restoration of historic buildings and the materials used in them. Please ask for our brochure on this subject.

Condition and Measured Surveys

We undertake Condition Surveys of all types of building but especially historic buildings and those structures which are unusual or "difficult". We do not generally carry out structural surveys of ordinary houses on a one off basis for the general public.

We are able to investigate specific defects or give an overview of the condition and the repairs required. The purpose of the survey can effect the type of report prepared and Condition Surveys are sometimes combined with Feasibility Studies where building work is anticipated.

Central and Local Government and Large Corporate Bodies

Brian Eyley, as an independent Chartered Building Surveyor consultant has been involved in the inspection, repair and alteration of buildings for PSA, Ministry of Defence, various Central Government Departments, County Councils, Local Councils, Health Authorities, Education Authorities and individual schools, colleges and Universities as well as large organisations such as British Telecom, Post Office, London Transport, etc.

The buildings involved are diverse and include offices, shops, historic buildings, industrial buildings, old peoples homes, special needs hostels, fire stations, railway stations. He has even carried out a detailed investigation into the history and condition of a large medieval castle!

The work is equally diverse and includes the monitoring of maintenance carried out by PSA, DSS, DE and other Government Departments (PSA Radical Option Study), the investigation of defects, the specification of repair works and the design of major alterations, extensions, fire precautions and improvements as well as the design of new buildings.

Photography

Brian Eyley Photography is the trading name for Brian Eyley's freelance work mainly involving architectural and scenic photography. A number of his photographs have been published and he is currently working towards the establishment of a portfolio large enough to interest a photographic library.

He uses his photographic skills and equipment in the course of his surveying work and is able to provide photographic illustrations of buildings and their defects to professional standards. This is particularly useful for litigation reports and feasibility studies.

He also accepts photographic commissions and has recently undertaken work for a commercial brochure, a primary school prospectus and a post card company.

Planning Supervisor for Health and Safety Matters

BEP acts as Planning Supervisor under the Construction (Design and Management) Regulations 1994 for projects of notifiable status. The practice carries out the duties of the Planning Supervisor as defined by the Regulations, liaising with the designer where this role is not performed by BEP.

The work includes the preparation of the Health and Safety Plan and the Health and Safety File as well as offering health and safety advice.

Party Wall procedures

BEP advises on party wall procedures under the Party Wall etc Act 1996 and prepares or agree party wall awards.

Other Services

Brian Eyley Partnership is able to provide a full range of Building Surveying services and works closely with other disciplines to provide a comprehensive range of skills. Please ask for our other brochures.

3 SUMMARY OF SERVICES

Brian Eyley Partnership offers the following services.

General

Building Surveying and Architectural Services

Investigation

Development appraisal

Feasibility studies

Cost analysis

Building suitability appraisal

Condition surveys

Advice

Defect diagnosis

Expert reports and Expert Witness

Planning/building control advice

Conservation advice and Energy Audits

Cost in use advice

Maintenance planning

Fire insurance valuations and claims

Party wall awards adjoining owner problems

Dilapidations

Design

Rehabilitation works

New-build design

Specifications

Design and Build - design or advice

Management

Supervision of works

Development monitoring

Employer's Agent

Description of Services

Planning Supervisor (Construction (Design and Management) Regulations 1994)

Other

Architectural photography

Defect illustration by photography

4 QUALITY AND PRACTICE POLICIES

Quality Assurance

The Practice has policies in place to ensure that high quality standards are maintained, but is in the course of preparing detailed documents for Quality Assurance.

The Quality Policy manual is in the course of preparation.

Brian Eyley was involved in the preparation of the Quality Assurance documents for Kennedy and Partners whilst he was a partner of that Practice. He is therefore familiar with the requirements and procedures involved in setting up the procedures for Quality Assurance.

The office is currently operated under normal quality assurance procedures although, to date, the quality manual is still in draft form.

It is the intention of the practice that all normal quality assurance procedures should be operated, and that the office will proceed to full Quality Assurance in due course.

Other Practice Policies

The Practice has policies for Health and Safety, Risk Assessment and the like.

In view of the small staff numbers, our policies are generally operated by discussion with individual staff members.

5 INSURANCES

Professional Indemnity Insurance

The Practice is covered by professional indemnity insurance *well in excess* of the requirements of the Royal Institution of Chartered Surveyors.

Additional cover has been negotiated and is available for one-off projects or generally, depending upon requirements.

The scope of work covered by the policy includes all normal Building Surveying duties, all normal Architectural duties and the duties of Planning Supervisor under the Construction (Design and Management) Regulations 1994

Other Insurances

Public and Employer's Liability Insurance is maintained to the current required levels or higher.

6 EQUIPMENT AND COMPUTER SOFTWARE

We own all our own equipment with none on hire purchase, lease or rent.

Furniture

The office is fully furnished with good quality modern furniture with work stations for surveyors, other technical staff and clerical staff and with allowance for expansion.

Office Equipment

All normal modern office equipment is available for the staffing capabilities of the office.

We use computers wherever a benefit is identified, particularly where greater accuracy, clarity or speed is the result. We have modern computers and software.

Tools and Technical Equipment

The Practice has extensive equipment for surveying purposes, supplemented where necessary by hired equipment.

7 REFEREES

We can offer various referees from clients where the services carried out are similar to those likely to be required following this application. Please let us know if you would like further details.

8 BRIAN EYLEY - PROFESSIONAL BACKGROUND

BRIAN E EYLEY F.R.I.C.S.

Professional Background

Brian Eyley has, for many years dealt with restoration, refurbishment and new-build works, together with a variety of building condition surveys. He has made a particular study of old buildings and has restored historic buildings, old cottages and converted barns and stables. He was responsible for an award winning restoration of a listed building designed by William Kent.

He has also been responsible for the design and construction of many new buildings including social housing, commercial and industrial units.

Between 1983 and 1991, Brian Eyley was a partner of Kennedy and Partners, who are acknowledged as one of the leading practices of building surveyors in the U.K. During that time he was responsible for running two branch offices.

Prior to joining Kennedy and Partners, Brian Eyley worked for Herring Son & Daw in the West End of London and King & Chasemore in Oxford.

He was elected an Associate of the RICS in 1975 and a Fellow of the RICS in 1984 at the age of thirty four.

Brian Eyley has always taken an active role in the Royal Institution of Chartered Surveyors. He is a past member of the Practice and Techniques Committee at RICS headquarters. In 1990/91 he was the Chairman of the Wessex Branch Building Surveyors Divisional Committee when he initiated the Wessex Briefing one day conference and the workshop series which are both now annual events.

Since 1988, he has been an assessor for the Building Surveyors Assessment of Professional Competence, administered by the RICS .

He is on the panel of Chartered Building Surveyors appointed by the President of the RICS, to act as an Independent Expert to determine disputes involving building construction matters.

He is a founder member of a recently formed Rotary Club and was President in its 2nd full year,2000/1.

Please contact Brian Eyley if you would like more information.