

tim&greenwood
associates

CHARTERED BUILDING SURVEYORS



Welcome to



CHARTERED BUILDING SURVEYORS

We are an independent specialist building surveying practice that has rapidly developed a reputation for delivering a high-quality service and reliability with a personal approach and attitude that is often not to be found in larger organisations.

Being involved in the construction process from start to finish gives us a technical understanding and level of knowledge of buildings that often proves invaluable when assessing a property from how it physically performs through to how it succeeds as an asset in the property and financial markets. We do work alongside, and sometimes compete with, larger multi-disciplinary firms on many high-value projects for a number of our largest clients.

We are able to provide advice that is thorough, objective, transparent and trustworthy, which ensures that all parties involved in the project or transaction are offered the best possible service from the beginning to end of the project.

We are fully regulated by the Royal Institution of Chartered Surveyors.



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building control submissions



In addition to Planning, Conservation Area or Listed Building Consent, Building Control Approval is required to ensure compliance with the Building Act 1984.

We can provide detailed construction drawings/details and undertake all necessary procedures to ensure the required consent is obtained without complication.

We work closely with a number of Approved Inspectors (members of the Association of Corporate Approved Inspectors) who can execute the Building Control approval process.

We have also successfully assisted a number of clients in obtaining retrospective approval where they have carried out construction work without previously securing Building Control Approval



We have extensive experience and expertise in identifying and remedying building defects in a wide range of commercial and residential buildings. Identifying the cause of the defect requires an understanding of the nature of the building, its structure and its use.

We assess all these factors to ensure that we provide advice on not only the immediate repair, but also the root cause of the problem, which may be more significant and go beyond the initial defect.

Our advice will provide a solution to deal with the immediate problem which may have a visual or operational impact on the building. In addition, we can make strategic recommendations on issues that will need further investigations or long-term considerations. This will allow for more significant defects to be planned for in terms of time and their financial impact.

building reinstatement valuations



It is essential that properties are correctly insured, failure to do so could be costly in the event of an insurance claim. If the building is over-insured, the insurance premiums will be more costly than necessary. In the event that the building is under-insured, this could impact on the pay-out on a claim and any payment might leave the claimant with a financial shortfall to cover the costs of essential remedial works.

Insurance companies typically index-link insurance rebuild costs, year on year, which can, over time distort the rebuild values especially if changes have been made to the building. The Royal Institution of Chartered Surveyors (RICS) recommend that building reinstatement valuations are reviewed every 3 years to ensure the building is correctly insured.

We undertake inspections of the buildings and prepare building cost reinstatement valuations in accordance with RICS guidelines. On the basis that the building does not change, we can then undertake desktop reviews periodically, to ensure that the sum insured is in line with current costs.



When acquiring a building, whether it be on a freehold or leasehold basis, you become liable for that building's maintenance and upkeep. Understanding the nature and condition of the building and the repairs that should be anticipated in both the short and long term, can be critical in deciding whether to proceed with the acquisition.

We undertake building surveys on a range of buildings and can offer advice on the condition of the building, setting out details of known and potential future faults or issues. We can also arrange the inspection and testing of the mechanical and electrical services, if required, and can prepare indicative costs for any remedial works. Survey findings often allow purchasers to consider the financial implications of the liabilities and allow them to negotiate the purchase price with the vendor.

compliance surveys



We offer a wide variety of survey advice that enables you to ensure that your buildings are fully compliant in relation to Building Regulations and other statutory legislation.

Such surveys are delivered by Chartered Building Surveyors who have experience and training in this specific area. In addition, we can call upon various specialist consultants with whom we have worked for a number of years in relation to access, fire safety, CDM Health & Safety and asbestos detection/removal.

You may need our advice to be provided as a stand-alone service to meet particular requirements, or as part of a larger project together with our other services.



We monitor development works and act for a number of different clients on a range of projects, including new-builds and refurbishments.

We offer our clients concise, comprehensive and impartial advice on project issues independent of their professional project team. Our monitoring instructions are frequently undertaken on behalf of lending institutions, but have included clients with an interest in developments encompassing landlords, tenants and investors.

We typically carry out an appraisal of the project before works commence and can advise and report on the proposals, costs programme, statutory consents, the project team and any specific client requirement.

Once works commence we undertake periodic inspections, providing the client with an overview of the project and the critical issues. These inspections often require us to complete valuations on the works undertaken, advising on the value of the project completed and providing the client with the reassurance that any funds released for the development works are at an appropriate level.



We have full knowledge of the requirements needed to provide expert advice, ensuring at all times that it is fully objective, unbiased and independent.

We are able to offer in-depth knowledge across a wide range of construction and property matters, including professional negligence, building pathology, service charge dispute and dilapidations.

We are able to build for you a team of specialists and property professionals to provide advice and to produce reports as expert witnesses, as required.



We are able to offer you sound investment and development advice by providing you with a detailed feasibility study and appraisal before you commit to any project.

Combining comprehensive research with our technical knowledge and understanding of the building's life span, we are able to provide recommendations that you can use to guide your strategy.

Our feasibility studies will commonly include consideration of site issues such as location, surrounding environment; planning reviews; environmental assessments; design plans; construction methodology; budget costings; potential additional costs; return on investment potential; procurement plans; delivery strategies and risk analysis.

A feasibility study should form a valuable part of your business plan whether you are looking at a project as a potential investment opportunity or as a developer looking to attract sound investment.



The CDM regulations (Construction (Design & Management) Regulations 2007) are concerned with occupational health, safety and welfare issues in construction. These regulations place legal duties in relation to management, arrangements and practical measures on a range of construction project participants including clients, designers and contractors. These regulations replace and modify the existing regulations that came into being in 1994 with the aim of simplifying and clarifying the delivery of improved standards of health, safety and welfare and related business benefits.

For notifiable projects, the client is required to appoint a competent, adequately resourced CDM coordinator (CDMc) as a key project advisor in respect of construction, health and safety and risk management matters. The CDMc will advise and assist clients to carry out their duties to coordinate health and safety aspects of the design work and to prepare the health and safety file. Until such time as a CDMc is appointed, the client is deemed to be undertaking that role.

We have close links with numerous CDMc's with whom we have worked for a number of years and have a clear structure and process for appointment of CDMc's of both notifiable and non-notifiable projects, ensuring full compliance with legal obligations set out in the regulations.

The CDMc suppliers we use are registered as competent by the Association of Project Safety. We recommend involvement of the CDMc at the earliest opportunity in construction projects to contribute significantly in reducing risk during construction and post-completion in relation to future maintenance and alterations.



As lead consultants and contract administrators, we are able to advise and act on your behalf on construction contracts and deliver services including:

Advice on contract forms and procurement processes; work with architects and designers on design issues; management of applications for consent from statutory authorities and landlords; preparation of specifications and tender documentation, invitation of tenders from selected contractors; management of cost control on site; undertaking of on-site supervision and negotiation and settlement of final accounts.

Our hands-on approach is aimed at maintaining tight control of your project, as we oversee day to day operations, ensuring that the work is carried out efficiently and to a high standard.



We act on behalf of a number of residential and commercial property owners in receiving and handling lessees' applications for landlords' approval.

On reviewing such applications we ensure the lessees' aims are not in conflict with the building itself, are compliant with the Lease terms and do not establish any potential future problems with the building, or indeed, adjoining lessees or occupiers.

In particular, we ensure full compliance with all statutory requirements, including Planning, Building Control and Health & Safety matters and ensure best practice when it comes to issues of alterations to services, soundproofing, waterproofing and structural alterations.

As part of our advice to clients, we engage a number of external consultants to provide expert advice in relation to structural alterations, mechanical, electrical and environmental issues and, where we can, work with lessees' architects, surveyors and project managers to ensure a smooth and timely process to the benefit of the landlord, the lessee and adjoining owners/occupiers.

We also work with lessees' architects and project teams to prepare, submit and manage applications for landlords' approvals on a wide range of residential and commercial property.



The Party Wall etc Act 1996 requires that a property owner who carries out work that may affect the wall or floor shared with a neighbour, must serve notice before any work is undertaken. The Act requires that notice is served for a range of work, including underpinning, changing the height of the party wall, cutting into the party wall or installing a damp proof course. The Act also controls excavations carried out in proximity to neighbouring buildings.

We are able to offer advice as to whether proposed works fall within the remit of the Party Wall legislation and can serve formal notices and agree Party Wall Awards on behalf of building owners.

We are also able to advise adjoining owners of their rights and act on their behalf if notice is served upon them.

We can assess the proposed project and the implications for your property and its occupants. We can agree Schedules of Condition, Awards and thereafter inspect the works to ensure these are completed in full accord with the agreed works.

Our early appointment on behalf of building owners can avoid potential future problems with proposed works to a party structure and prevent costly delays of construction work on site. Early awareness of any delay will enable due consideration to be given to the implications of the act, and the appropriate notices served and Awards agreed in a timely fashion.

planned maintenance



Most properties should be subjected to regular survey and inspection, with the aim of producing planned maintenance programmes, ranging from 5 to 50 years.

We would generally recommend that maintenance surveys are carried out every 4 or 5 years with regular inspections during the intervening period. Whereas condition surveys may focus on the repair or damage already caused by neglect and time, a planned maintenance programme will focus on the areas that will require small repair works, thereby preventing larger problems requiring more expensive remedial action in the future.

Such plans are also aimed at guiding and planning for future expenditure and, in many cases, determine the level of funding required throughout the life of the plan. For many of our clients, our plans are reviewed at the half-year point of an annual cycle to ensure that planned expenditure is in line with the budget allocated at the beginning of the year.

At the end of each financial year, our maintenance plans are reviewed and updated, taking into account the inflation forecast over the life of the plan.

We work closely with our clients in relation to such plans so that they fully understand the implications in terms of cost and future maintenance requirements.



Property owners who wish to alter either their land or buildings may require applications for Planning or Listed Building Consent. Securing permission can often be difficult, particularly a consent that delivers exactly what the client wants.

We have many years' experience in preparing and submitting Planning, Listed Building Applications and Conservation Area Consent applications or application for consent of reserved matters. We can also prepare planning statements or impact assessments.

Dealing with planning issues is becoming an increasingly complex task. Where necessary, we work with selected specialist planning consultants, utilising their skills to the advantage of our clients, in securing the consent required.

From simple applications to large scale development schemes, we are able to draw on our understanding of construction, refurbishment, alteration and extension work to assist you with achieving your development and alteration ambitions. We are well placed to deal with heritage or conservation matters and the alteration of Listed Buildings.

project management



Appointing the right project team leader or project manager is critical to the success of any project.

Our broad experience across a wide range of property sectors and types, including commercial, industrial and residential, coupled with our detailed knowledge of construction technology, building defects and legislation and, we believe a unique attitude and approach to team management, enable us to deliver the most complex projects successfully and to the satisfaction our clients' expectations. We take time and care to analyse and protect our clients against any possible risk that will jeopardise the successful outcome.



Schedules of Condition may be required for a number of purposes, for example, before building works can commence or to record the condition of a building at lease commencement to limit the tenant's repairing liabilities in accordance with the lease.

Schedules of Condition can be prepared to suit individual requirements and include detailed descriptions of the condition of the building elements including a photographic record of the property.



Most leases impose repairing and other obligations on tenants throughout the term of the lease, although in the vast majority of cases, these obligations are only enforced at the lease expiry, however that is determined.

We act for landlords in the preparation of Terminal Schedules of Dilapidations, including the Statement of Claim. Where required and necessary we can also engage third party specialists, including mechanical, electrical, structural and environmental engineers to ensure that any Schedule prepared is comprehensive and detailed, setting out in full the scope of any claim against lessees. We can negotiate and settle claims with tenants and work closely with our clients' lawyers, where required.

Acting for lessees, we can provide advice during the term of the lease to enable accurate provisions to be made for future dilapidations' liabilities, or advise and guide tenants in responding to a notice or claim from a landlord, during the lease term or on expiry. We can also assist in assessing whether or not lessees' alterations qualify for compensation in mitigation of any claim from the landlord.

We can also handle the issue of repair notices to lessees, requiring the remedy of building faults during the life of the lease.



Technical reports may be required for many purposes. As a building owner or occupier, you may have had work completed that is faulty and a report is required to identify the correct remedial work; as a landlord you may be approached by a tenant to adapt or alter a building as a precursor to an application for landlord's approval; or you may require a technical report to support your position in a legal dispute. Whatever your requirements, we can bring many years of experience to bear and an up to date working knowledge on a wide variety of property types and construction matters, providing a full, unbiased and honest opinion, with clarity and focus.

We have experience in providing technical reports and presenting evidence in court and in tribunal hearings.

If you have a property or construction problem or a dispute that relates to professional negligence, construction fault or building defect, we are able to assist you with your requirements.

our clients



Albert Court (Westminster)
Management Company Ltd

Albert Hall Mansions Block 5
Right to Manage Company Ltd

Albert Hall Mansions Investments Ltd

Amberley Holdings Ltd

Austrian Embassy

Berkeley Court Investments Ltd

Canas International Ltd

Ellestone Ltd

Embassy of Finland

Faradays Ltd

Global Freight Solutions Ltd

Grace Miller & Co

Grange Management Ltd

Grandeden Property Management Ltd

High Firs Ltd

Hutton Property Management

Lansk International Ltd

LTT Vending Ltd

Millpond (Carshalton)
Management Company Ltd

Monopro Ltd

National Grid/Skanska

Plane Tree House Residents Ltd

Praetorian Properties Ltd

Princes Gate Court Residents Ltd

Raween Investments Ltd

Riagrazi Interiors Ltd

Rivermead Court Ltd

Riverstone Management Ltd

Robinsons Surveyors

76/77 Royal Hospital Road Ltd

St Raphael's Hospice

Seven Deanery Street Ltd

Snowbird Investments Ltd

Spars Ltd

Suntrust Investments Co SA

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