

PRACTICE INFORMATION

A J BALFOUR ASSOCIATES

Consulting Civil & Structural Engineers

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PRACTICE INFORMATION

THE PRACTICE

A J Balfour Associates offers a consultancy service, in most branches of Civil and Structural Engineering, to Clients throughout Central Scotland in both the Public and Private Sectors.

The Principal and staff have a broad base of experience in many sectors, particularly in relation to the following fields:-

New Build Housing.	
Housing Rehabilitation.	
Commercial & Industrial Projects.	
Roads, Drainage Works (SUDS) and Site Infrastructure. Site upfilling, retaining walls	
Over-roofing, Inspection and Repair of Multi-storey Tower Blocks	
Demolition.	
Stock Condition Surveys	
Structural Investigations and Reports of Building Defects	
Feasibility Studies and Site Constraints Reports	
SER Design Certification for Building Warrant purposes	A J Balfour Associates are an Approved Body and Certifier of Design

A J Balfour Associates is a committed and professional practice which are able to mobilise its experience and resources in a prompt and efficient manner to the benefit of its Clients.

DESIGN AIMS

A J Balfour Associates believe that Client satisfaction is paramount. Our commitment is to meet your requirements in terms of Client objectives, quality, value, budget and time scale using economic, practical solutions.


We have a dedicated policy of solving our clients' needs and problems by using Teamwork, Innovation, Best Value and forward thinking ideas yet maintaining commercial awareness and Sustainability.

BACKGROUND

A J Balfour Associates was formed in 1990, following the dissolution of Scottish Homes Technical Practices, where Alan Balfour was Engineering Manager in one of the Practices. Since then the Practice has continued to provide engineering solutions and advice to Social Housing Landlords on new build projects and structural inspections, including Structural Risk Assessments and building defects..

OFFICE ACCOMMODATION

In 2009, A J Balfour Associates relocated to their new Pavilion in the Panorama Business Village situated to the north of the Queenslie Area, 5 miles east of Glasgow City Centre, with convenient links to Junction 11 of the M8 Motorway.

		
The Office		

RESOURCES

A J Balfour Associates is staffed by an experienced and enthusiastic team headed by a professionally Chartered Engineer together with a Senior Incorporated Engineer, Qualified Engineers, Graduate Engineers and administration staff, with collectively in excess of 70 years experience in the housing , commercial and industrial sectors.

It is the policy of the Practice to expand staffing to levels commensurate with our work load.

The Practice use the latest computers and software to enhance our design, drafting and word processing skills. Currently we operate AUTODESK, Revit BIM package and CADS design structural software packages for frame analysis and specific design of concrete, steel and masonry elements. We have also invested in the drainage package WINDES, which helps to calculate SUDS run off, Flood Storage, attenuation and flow control for a contributing area.

We enjoy a close team working and occasionally Partnership relationship with a number of Specialist Services Agencies, Consultants, Testing Laboratories (providing mineral, geotechnical, environmental, metallurgical, analytical, etc services.), and with Local Authorities / Public Utilities, thus enabling us to provide a fully comprehensive service to our Clients.

DESIGN CAPABILITIES

A J Balfour Associates provides in-depth expertise and sustainable solutions in Civil and Structural Engineering from inception of a project, through all stages of design and construction to finalisation of accounts, statutory adoptions, etc. We aim to provide measurable value and a sustainable product for future generations which can be adapted at reasonable cost if necessary.

1. Civil Engineering Services

A summary of the services we provide includes:-

- Site Appraisal/Feasibility Study/Constraints Reports
- Site Survey
- Geotechnical, Mineral and Environmental Analysis of sub-soil
- Design of the Works - including Roads and Drainage
- SER Certifier of Design and Certifying Body
- CDM Risk Analysis
- Statutory Bodies Applications -
 - Planning, Building Control,
 - Roads Construction Consent, Roads Scotland Act,
 - Sewerage Scotland Act
 - Public Utilities liaison
 - Recommendations on Conditions of Contract
- Preparation of Bill of Quantities and Specification
- Issue of and Reporting on Tenders
- Post Contract Supervision, including financial certification and cost control reports
- Monitoring Progress
- Final Certification and Valuation
- Preparation of as-built record drawings

We have a close working relationship with local authorities, particularly roads and drainage departments and are therefore able to speed up the statutory approvals requiring Roads Construction Consents and Drainage approvals. Our track record in achieving early approvals is in our opinion, "exceptional".

2. Structural Engineering Services

In addition to undertaking many of the functions detailed above, the Practice will carry out the design of structural elements from foundations to superstructures, in the following materials:

- masonry / brickwork
- steel
- concrete
- timber
- other newer and non traditional materials

all to the appropriate British Standards, Eurocodes, Codes of Practice and Building Regulations.

Experience is held in the fields of rehabilitation work including:

- reporting on the structural condition of properties
- assessing the structural capabilities of the various elements
- sampling and appraising of concrete components for chloride and carbonation attack
- sampling and appraising wall ties for corrosion and estimation of future useful life expectancy
- recommendations for structural repairs are carried out by the Practice.

New Build housing

- is our main field of engineering excellence.
- We are an active team player throughout the project.

Structural surveys and Condition surveys (including Structural Risk Assessments)

- undertaken on many various non-traditional low rise-house construction types, including brick, timber, steel and concrete; several of these involving house types designated as defective under the Housing (Scotland) Act.
- multi storey inspection and reporting of several estates for possible stock transfer
- Structural Inspection of 10 No secondary schools of varying construction, including masonry, concrete and steel frames, timber etc, as part of Private Finance Initiative

Multi-storey tower blocks

- structural condition surveys and design/procurement of remedial works
- design of steel structure, aluminium clad over-roofing systems on a number of tower blocks.

ECO and CESP funded schemes

- Global Climate change reduction by the application of External Insulated systems reduces the amount of CO2 produced globally
- structural condition surveys to confirm suitability of properties to undergo alteration
- SER Certification of EWI schemes

The survey and design functions often overlap, between Civil and the various forms of Structural Engineering and we have other significant experience in the **Commercial & Industrial** sectors

Each project is controlled under the close supervision of a qualified Engineer.

We will operate as part of a Project Team, as lead Consultant or as Project Managers. In the latter instances we can recommend suitably qualified professionals to complement ourselves.

SER Certification of Design (Building Structures) in Scotland

A J Balfour Associates have been accepted by Structural Engineers Registration Ltd as Certifier and Certifying Body of Design (Building Structure), under the Building (Scotland) Act 2003.

This Act encourages a holistic overview from design to completion of any building project by enabling an engineer who is a member of the Scheme as an Approved Certifier of Design (Building Structures) to certify the structural design of buildings in Scotland and to include a certificate with the application to Local Authorities for Building Warrant.

The certifying engineer is responsible for ensuring that all aspects of design of the structure of a project satisfy the requirements of the Building (Scotland) Regulations 2004. The legislation also makes engineers who are responsible for building structures specifically aware of their responsibilities and duties in the design, thus improving assurance of structural safety.

A J Balfour Associates are able to carry out a design check on any Building Structure and subject to scrutiny, issue a design certificate in support of a Building Warrant Application. This will normally speed up the Building Warrant approval process.

A J Balfour Associates Body and Certifier had their third audit in October 2015 and the Body was awarded the highest status, Grade A, together with a Designer grading of B.

HEALTH & SAFETY / CONSTRUCTION (DESIGN and MANAGEMENT) REGULATIONS (CDM)

The CDM Regulations imposes additional responsibilities on the client, designer and contractor with regard to Health & Safety.

A J Balfour Associates are fully aware of their responsibilities as designers and ensure that Health and Safety is given proper consideration from the outset of a project. Our staff is familiar with the risk assessment procedures and regard safety as paramount.

PRINCIPAL DESIGNER SERVICES,

Following the implementation of the new CDM2015 Regulations, A J Balfour Associates are delighted to announce that we can provide Principal Designer Services. At this time we have chosen to use the services of a Third Party Advisor, to ensure that the requisite CDM requirements are fulfilled.

TRAINING

Staff awareness of advances and developments in Safety, Technology, Legislation, etc, is considered essential to maintain our level of knowledge and client confidence in the service which is being provided.

Consequently our staff attends appropriate training seminars (in house and externally) and receive technical journals to maintain their Continued Professional Development

Our Training programme covers a wide and varied range of topics, including, Sustainability, Value, Partnering, Geotechnical, Structural Engineering, Health & Safety, Construction Law and Information Technology.

FINANCIAL STANDING

Our Bank is the Royal Bank of Scotland, clients are at liberty to contact our Bank for a financial reference through their own Bank if necessary.

MEMEBERSHIP OF PROFESSIONAL BODIES

A J Balfour and the Practice are members of the following Professional Bodies

Institution of Civil Engineers

Structural Engineers Registration Ltd.



WORLD WIDE WEB SITE

We have Broadband providing access to the Internet for sending & collecting e-mail and digital file transfer. Thus making the instant transfer of drawings and documents between clients and other members of the design team smooth and efficient. Facilities for universal PDF document format transfer between all parties is also available.

Our web site is live on-line giving information on the practice and its activities. Please take the opportunity to visit at **www.balfourassociates.co.uk**

QUALITY MANAGEMENT SYSTEMS

A J Balfour Associates have previously satisfied the levels required for accreditation for the following Management Systems;

ISO 9001, Quality Management Systems

ISO 14000, Environmental Management Systems

OHSAS 18001, Occupational Health & Safety Management Systems

PRACTICE INSURANCE DETAILS

A J Balfour Associates have the following Practice Insurances, verification is appended.

PROFESSIONAL INDEMNITY INSURANCE

- Broker Cavendish Munro
- Insurer Lloyd's Syndicate.
- Limit of Indemnity £5,000,000 any one claim

EMPLOYERS LIABILITY INSURANCE

- Broker Aon
- Insurer Aviva Insurance Ltd.
- Limit of Indemnity £10,000,000

PUBLIC LIABILITY & PRODUCTS LIABILITY

- Broker Aon
- Insurer Aviva Insurance Ltd.
- Limit of Indemnity £10,000,000

CURRICULUM VITAE

CURRICULUM VITAE of Relevant Staff of

A J Balfour Associates

Consulting Civil & Structural Engineers

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Alan J Balfour BSc(Hons) CEng MICE

PROFESSIONAL QUALIFICATION	-	CHARTERED ENGINEER (1983), Member of Institution of Civil Engineers
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EDUCATION	-	BSc(Hons) Heriot Watt University (1979)
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EMPLOYMENT

Principal

A J BALFOUR ASSOCIATES

1990 to date

GLASGOW, SCOTLAND

Civil and Structural Engineering Consultant involved mainly in the social housing sector.

Has extensive experience of working within and managing multi-disciplinary teams from the conception stage through to construction and commissioning. This includes negotiated projects and those undertaken in Partnership or in Alliance with the Client and other partnering contractors. A number of projects were undertaken using performance against agreed KPI's.

Has direct input into ensuring the success of a project, via Health & Safety, Environmental performance allied to the Commercial Success, programming and Quality of projects.

Extensive Planning and Programming experience and very IT aware and literate.

Track Record of successful design teams completing projects on time and within budget.

Generally advising on civil & structural designs from foundations to superstructure, including design, maintenance and repair of all types of structures from low rise non-traditional to multi-storey, system built properties.

Experience of inspection and repairs to building structures, including elements of concrete, steel and masonry, in multi storey and non traditional house construction

Experience in Civil Engineering sector of design and alteration to site infrastructure, involving, roads and drainage, SUDS and associated site investigations. Traffic Management and Traffic calming

Schemes have also been undertaken in accordance with Local Authority Roads Consents

Recently involved with Structural Risk Assessments / 30 year life cycle costs for large City Councils

GHA and Scottish Homes stock transfers together with many structural inspection of several multi storey tower blocks, Victorian tenements and other non traditional housing, including BISF, Weir Phoenix, Atholl, Weir steel, Orlit, Winget houses and 10 No. Secondary Schools in Glasgow.

Recent projects include:

Dalquhurn Estate – new build social housing development, of 130 units value £12m

Ayrshire Homes – 30 new build social houses

North Lanarkshire – new build housing on several council new build housing – 3 phases of 20 units Day Care Centre

Glasgow – new build social housing development – 47 units and Childrens Care Centre

Renton – Several phases of new build housing up to 4 storey (200units) and a 40 bed Care Centre

Alexandria – 30 new build social housing units.

Uddingston – several phases of new build social housing from 32 -72 units.

Structural Risk Assessments - On several Second Stage Stock Transfers for:

Southside Housing Association, Maryhill Housing Association, Whiteinch & Scotstoun Housing Association, Parkhead Housing Association, Yorkhill Housing Association, North Glasgow Housing Association, New Gorbals Housing Association, comprising Multi storey stock and low rise units, including non traditional housing.

EWI systems to numerous Multi Storey Blocks and low rise dwellings

Structural Repair Works to 900 Winget "Defective Houses"

Various Feasibility Studies and production of site appraisals and Constraints Reports

Engineering Manager

SCOTTISH HOMES, TECHNICAL PRACTICE

1989 to 1990

GLASGOW, SCOTLAND

Engineering Manager of section within Scottish Homes responsible for design, inspection, maintenance and repair of Scottish Homes "own stock" in the Glasgow Area, including multi-storey inspections and repairs.

Senior Engineer

SCOTTISH SPECIAL HOUSING ASSOCIATION (SSHA)

1988 to 1989

GLASGOW, SCOTLAND

Senior Engineer of section within SSHA responsible for design, inspection, maintenance and repair of Scottish Homes "own stock" in the Glasgow Area, including multi-storey inspections and repairs.

CURRICULUM VITAE

Chartered Engineer

STRATHCLYDE REGIONAL COUNCIL

Department of Sewerage

Involved in the inspection, design, maintenance and repair of the mainly Victorian sewerage systems in the Glasgow Area, from small diameter pipes to large 2m diameter brick sewers.

1984 to 1988

GLASGOW, SCOTLAND

Chartered Engineer/Engineering Assistant

CUMBERNAULD DEVELOPMENT CORPORATION

CUMBERNAULD, GLASGOW, SCOTLAND

1979 to 1984

Chartered Engineer - 1983 to 1984 Industry and Main Drainage Section

Involved in the design and supervision of site development, roads, drainage, Industrial Developments, foundations, concrete floors and associated structures.

Engineering Assistant - 1981 to 1983 Main Roads Section

Involved in the design and supervision of Main Roads carried out under Agency agreements with Strathclyde Regional Council.

Engineering Assistant - 1979 to 1981 Industry and Main Drainage Section

Involved in the design supervision of site development roads, drainage, Industrial Developments, foundations, concrete floors and associated structures.

Traffic Management Schemes, Traffic Surveys and feasibility studies were also undertaken during this time at CDC

Key Areas of Experience

Project Management

Project planning and programming

Building, managing and monitoring design teams

Design & build processes

- New Build, Refurbishment, Feasibility Studies, Structural Building Surveys

Structural Building Defects

Multi-disciplinary projects

Financial planning of projects

Monitoring financial status of contracts

Settlement of accounts

Partnering and Joint Ventures in various forms.

Maintaining relationships with Clients

Pre-qualification submissions

Managing tender submissions

Adjudicating tender submissions

Negotiating new and ongoing contracts

Feasibility Studies and production of site appraisals and Constraints Reports

Health & Safety matters

SER Certifier of Design for Building Structures.

PRINCIPAL DESIGNER SERVICES

Recent PD projects include

Demolition of Council Offices – Tom Johnstone House

Window, Door Replacement and Balcony Upgrade - Bellsmyre

CURRICULUM VITAE

NORMAN ELSEY I.Eng MICE e-mail: norman@balfourassociates.co.uk

PROFESSIONAL QUALIFICATION - **INCORPORATED ENGINEER**
MEMBER OF INSTITUTION OF CIVIL ENGINEERS

EMPLOYMENT HISTORY

- 1990 to date** **Incorporated Engineer - A J Balfour Associates**
 Very experienced Project Engineer in the design of the Civil and Structural Engineering aspects, involving design and drawing work for new build and rehab housing projects, for both private developments and Housing Associations. Extensive experience has been gained in the structural problems of existing traditional and non traditional house types. Involvement with environment problems such as river erosion and sewerage outfall has also been undertaken. Involved with structural inspection of 10 No. Secondary Schools in Glasgow and many non traditional house surveys. Track Record of successful design teams completing projects on time and within budget. Skill in structural computer based programmes, AutoCAD and also experience in the use of Micro Drainage, the industry standard for SUDS drainage.
- Recent projects include:**
 Dalquhurn Estate – new build social housing development, of 130 units value £12m
 Glasgow – new build social housing development – 47 units and Childrens Care Centre
 North Lanarkshire Council– new build Care Centre
 Renton – Several phases of new build housing up to 4 storey (200units) and a 40 bed Care Centre
 Site Development Constraints Reports / Feasibility Studies
- Structural inspections of several housing units and assisting with structural risk assessments - comprising Multi storey stock and low rise units, including non traditional housing.
- 1984 to 1990** **Technical Officer - SSHA/Scottish Homes**
 Team member of multi-disciplinary teams involved in new build and modernisation work of Scottish Homes/SSHA Property. This involved liaising with in-house professionals as well as external consultants involved with the projects.
- 1978 to 1984** **Technician - SSHA, Glasgow Office**
 Gained valuable experience in housing developments within the city boundaries dealing with problems such as previous uses of site, existing services and proximity of existing buildings and the condition of existing buildings.
- 1977 to 1978** **Technician - SSHA, Edinburgh Office**
 Working in the Structural Engineers section, learnt and gained experience in the structural aspects of housing developments.
- 1973 to 1977** **Trainee Technician - SSHA, Edinburgh Office**
 Gained experience in road and drainage design and drawing office work including land surveys.

CURRICULUM VITAE

DAVE WATSON BEng(Hons)

e-mail: dave.watson@balfourassociates.co.uk
GRADUATE ENGINEER

EMPLOYMENT HISTORY

June 2008 to Present Graduate Engineer - A J Balfour Associates

Following gaining an honours degree in Civil Engineering, returned to A J Balfour Associates as a Graduate Engineer.

Continued gaining experience of structural computer based programmes and also skill in the use of Micro Drainage, the industry standard for SUDS drainage.

Experience in planning and utility application forms

Condition Surveys and repair of multi storey tower blocks and other non-traditional housing..

Worked on various social housing projects, including design and detail of

Foundations, structural elements, levels, roads, & drainage layouts and details

Recent projects include:

Ayrshire Homes – 30 new build social houses

Alexandria – 30 new build units.

Structural building inspections/risk assessments -

Cube Housing Association – 29 Nio Multi storeys and 200 units of low rise construction.

Thistle Housing Association, - Multi Storey Inspection 6 No units, and repair / structural risk assessment/stock re-evaluation

New Gorbals Housing Association, comprising Multi storey stock and low rise units, including non traditional housing.

Project Engineer for the Inspection, structural strengthening and refurbishment of 900No defective Winget Houses.

EWI systems to numerous Multi Storey Blocks and low rise dwellings

April 2007 to Sept 2007 - Student Engineer - A J Balfour Associates

Summer Student, gained experience using AutoCAD, Word and Excel and other computer based programmes . Responsibilities included design work on Structural Analysis programmes including CADS, completing design drawings on AutoCAD, drawing issues to various parties.

Experience of Building Fabric and crack monitoring/movement surveys out on historical buildings.

Worked on various social housing projects, including design and detail of

Foundations, structural elements, levels, roads, & drainage layouts and details

June 2006 to Sept 2006 - Student Engineer South Lanarkshire Council Roads & Transportation

Summer Student with Roads department involved in by working with other staff members and the use of various computer programmes such as AutoCAD, Word, Excel, ARCADY, PICADY and South Lanarkshire's own map based programme.

Gained site experience in the design and setting out of road works and bridges.

PROJECTS UNDERTAKEN BY THE PRACTICE

A summary of our commissions, followed by a list of the Clients and organisations with which we have worked, is given below.

NEW BUILD PROJECTS

Limonds Wynd, Kilmarnock

Civil & Structural Services for 31 units, 2 and 4 storey flats and houses for Housing Association, Value £2.4m
Design Period 2014-15
Construction Period 2015-2016



Patrick Finn Court, Cumnock

Civil & Structural Services for 28 units, 2 and 3 storey houses for Housing Association, Value £2.4m
Design Period 2008 – December 2010
Construction Period 2010-2011



Old Station Road, Catrine

Civil & Structural Services for 16 units, 2 storey houses for Housing Association, Value £1.5m
Design Period 2009 – December 2010
Construction Period 2010-2012



North Lanarkshire

Civil & Structural Services for 3 phases of "new" Council Housing at
Holytown = 20 units on 2 sites
Cambusnethan – 20 Units
Clarkston – 20 units
Design Period Autumn 2008 - 2010
Construction Period 2009-2012



	
<p>Dunn Street, Bridgton Glasgow Civil & Structural Services for 48 units, 2-4 storey houses and flats, for Housing Association, Value £6.5m Design Period 2009 – December 2012 Construction Period 2012-2014</p>	
<p>Dalquhurn Estate, Renton Civil & Structural Services for 278 units, low rise houses for Housing Association and private partner Design Period Autumn 2006 - 2009 Construction Period Jan 2010-2012</p>	 
<p>Renton, Dumbarton Civil & Structural Services for several phases of low rise houses for Housing Association, These project are procured under a Partnering agreement Phase 8 - , 5.2 - 18 housing units and 40 bed very sheltered housing , 3.2m - 48 units Design Period Autumn 2005 - Oct 2006 Construction Period Oct 2006-2008 Phase 7 - £1.4 - 24 units Phase 6 - £3.2m - 48 units Phase 5 -£2.5m - 45 units Phase 4, -£3.3m -68 units</p>	 

<p>Cameron Drive, Kilmarnock Civil & Structural Services for 12 units, 2 storey houses for Housing Association, Value £1.1m Design Period 2009 – December 2010 Construction Period 2010-2011</p>	
<p>Lochfield phase 7, Easterhouse Civil & Structural Services for 34 units, 2 storey houses for Housing Association Design Period May 2006 – December 2006 Construction Period Nov 2006-2008</p>	
<p>St Columbas, Viewpark Civil & Structural Services for 43 units, 2 storey houses for Housing Association Design Period Sept2006 – December 2006 Construction Period Mar 2007-2008</p>	
<p>St Gabriels, Viewpark Civil & Structural Services for 32 units, 2 storey houses for Housing Association Design Period Sept2006 – December 2006 Construction Period Mar 2007-2008</p>	
<p>Helenvale Street, Glasgow Civil & Structural Services for 2 blocks of flats, 4 storey houses for Housing Association Design Period Autumn 2005 Construction Period Spring 2006-Feb 2007</p>	

OTHER NEW BUILD PROJECTS & SITES

Westwood Crescent, Hamilton

Civil & Structural Services for 28 units, 2 storey houses for Housing Association
Design Period Sept2006 – December 2006
Construction Period Mar 2007-2008

Laighstonehall, Hamilton

Civil & Structural Services for 74 units, 2 storey houses for Housing Association
Design Period Spring 2003 - Summer 2003
Construction Period Oct 2003-2006

Langside, Uddingston

phase 1 - for 26 units, 2 storey houses

Phase 2 - for 74 units, 2 storey houses

Civil & Structural Services

Design Period Spring 2002 - Dec 2002

Construction Period Spring 2003-2006

Leny Road, Deanston

Civil & Structural Services for 10 unit, 2 storey houses for Housing Association, in Conservation Area.

Design Period Autumn 2001 - Summer 2002

Construction Period Summer 2003-2004

Westmuir Street, Glasgow

Civil & Structural Services for 22 units, 2-3 storey houses and 12 unit Hostel for Housing Association
Design Period Autumn 2000 - Spring 2001
Construction Period Spring 2001-Feb 2003

Various Castlemilk sites, Glasgow

Structural Services for 2 storey houses for Private Developer.

Site 1 - 124 units, Site 5 - 32 units

Site 5A - 16 units, Site 5B- 18 units

Site 7 - 56 units

Design Period 2000 -01

Construction Period 2000 - 2002

Renton, Dumbarton

Civil & Structural Services for several phases of low rise houses for Housing Association, These project are procured under a APartnering@ agreement

Phasing

Dryburgh Gardens, Wishaw Phase 2

Former school site within to develop 38No 2 storey houses for private developer

Design Period Spring - Summer 1998

Construction Period Autumn 98-1999

Site at Sloan Ave, Irvine

Civil & Structural Services to develop site for 30 flats, 3 storey

Design Period Winter 1995

Construction Period Spring 96 - May 1997

Site at Lochearnhead

Civil & Structural Services to develop steeply sloping site for 30 flats, 2 storey

Design Period Spring -Autumn 2000

Construction Period Summer 2000-2001

Site at Maddiston, Falkirk

Civil & Structural Services to develop steeply sloping greenfield site for 46 houses/flats, 2 storey

Design Period Autumn 1995-

Construction Period Spring 97-Summer 98

Site at Cranhill, Glasgow

Engineering involvement for Structural aspects for 118 houses on former school site.

Site has shallow mine workings which shall require to be consolidated

Design Period Summer 1995-

Construction Period Nov 1996 -1998

Bow Farm, Phase II, Greenock

Appointment won as part of design team in a design and build competition for the construction of 90 units of 2 houses.

Whinhill Phase 1, Greenock £2.3m

Appointment followed Tender to carry out Feasibility Study for the area

This site, formerly housed interwar flats of 2-3 storeys.

Due to the steeply sloping nature of the site extensive external works and retaining walls required to be designed.

The phase 1 proposed development comprises 45 2-storey units including flatted, semi detached and terraced houses.

Design April 1994 to Autumn 1994

Site works Spring 1995 to Summer 1996

Whinhill Phase 3, Greenock

Appointment won following Fee Tender
Similar problems with steep site as Phase 1
Development proposes 38No 2-storey units.
Design Jan 97 - September 1997
Site works March 1998 to Feb 1999

Airth, near Falkirk

Site to develop 48No - two storey houses for two private developers, part funded by partnership agreements for housing association.
This site has shallow mineworkings which required grouting.
Design period Spring -Autumn 2000
Construction Period Autumn 2000-2001

Ibrox Street, Glasgow

This gap site, formerly tenements, required extensive Civil works in advance of the house erection in order to bring the area to a developable condition.

Leader Street, Glasgow

Former school site within City Centre to develop 40No 2 storey houses for private developer
Construction Period Jan 98-Oct 98

Airth Castle nr Falkirk

Civil & Structural Services for development of 50 No 2 storey luxury detached villas for private developer
Design Winter 95- spring 96
Construction Period summer 96 - 98

Miscellaneous Projects up to £0.25m

These individual commissions vary in content from servicing plots for self build projects to full design of large detached houses and includes Design Certification, obtaining Building Warrant, etc

MODERNISATION/REHABILITATION

WINGET HOUSES, CARNTYNE GLASGOW STRUCTURAL REPAIRS

Survey and appraisal between 2004-2005
Assessment of 1000 houses.
Pilot Scheme - Mar 2007 2 units,
Structural Engineering Services for the
assessment and repair of 1000no concrete
houses.

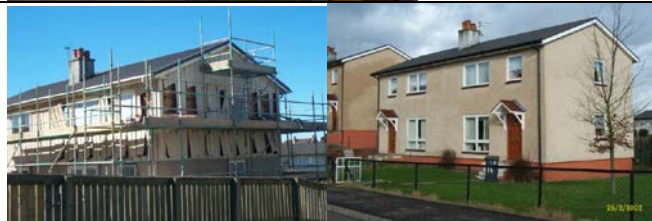
2009-current (2018 estimated)
Employed by the Design & Build
Constructor to design the structural
remedial works to some 600 units.



LOCHSIDE, COATBRIDGE BISF STEEL HOUSES, STRUCTURAL & FABRIC REPAIRS

Value ,780,000 34 units

Structural Engineering Services for the
removing of the existing steel & concrete
cladding panels, conversion to timber frame
and external insulated roughcast.
Design Period - March 01 - June 01
Contract Period - Aug 00 - March 02



SPRINGBOIG, GLASGOW WEIR STEEL HOUSES, FABRIC REPAIRS

Phase 1 - Value ,660,000 24 units

Phase 2 - Value ,770,000 38 units

Phase 3 - Value ,770,000 38 units

Structural Engineering Services for the
removing of the existing steel cladding
panels, conversion to timber frame and
rebuilding of outer brick cladding.
Ph1- Design Period - March 00 - June 00
Ph1 Contract Period - Aug 00 - March 01
Ph2 Contract Period - Dec 01 - Dec 02
Ph3- Contract Period – July 05 - Feb 06



Arden Phases 2A (3 & 4) , 3.0m

Civil and Structural design for the modernisation of 116 no fines flats reducing to 78 units of flats, maisonettes and villas by storey height reduction and new build extension.

Externally, road closures together with provision of a new access road and parking bays contributed to a significant programme of street scape works.

Completed - January 1992 (Phase 2A (3))

August 1992 (Phase 2A (4))

**Windlaw Area B, Castlemilk, Glasgow , 3.6m**

Civil and Structural design services for the conversion of 112 tenemental flats required the replacement of wall ties, provision of new build and bay window extensions and the creation of a special needs unit.

Traffic calming and parking were provided as part of the overall Windlaw Traffic Management Strategy.

**Windlaw Area M, Castlemilk, Glasgow , 2.9m**

Modernisation of 104 traditionally constructed flats required design for structural alterations and replacement of wall ties, alterations to the drainage system and provision of parking bays.

**Windlaw Area J, Castlemilk, Glasgow**

Modernisation and storey height reduction of traditionally constructed flats.



LOCHSIDE, COATBRIDGE**WHITSON-FAIRHURST, STRUCTURAL REPAIRS**

4 phases over 2 years on 90 units, Structural Engineering Services for the repair of Pre cast concrete framed houses.

ROBROYSTON, GLASGOW**WEIR STEEL HOUSES, FABRIC REPAIRS Value £3,000,000 106 units**

Structural Engineering Services for the removing of the existing steel cladding panels, conversion to timber frame and rebuilding of outer brick cladding.

Complete January 2006

LARKFIELD, GREENOCK**ATHOLL STEEL HOUSES, FABRIC REPAIRS****Phase 1 - Value £400,000 24 units**

Structural Engineering Services for the renewal of external insulation, including structural strengthening to steel sheet panels.

Design Period - Dec 97-Mar 98

Contract Period - June 98 - Nov 98

Wishaw High School - Conversion to 29 flats

Structural services for the conversion of former high school into 39No flats

This project was not advanced to site due to financial viability.

Westburn SNHC Steel Houses, Glasgow £2.3m

Structural services in the removal of corroded steel sheeting from 100 cottages and 2 storey flats with timber frame construction constructed in the 1920's.

The design involved the replacement of the steel sheeting with plywood and the construction of a facing brick outer skin.

Contract Period

Phase 1 - Jan 1994 to Mar 1995 - £1.25

Phase 2 - April 1996 - Mar 1997 £1.05m

Forgewood Estate, Motherwell

Civil and Structural services for the comprehensive modernisation of 3 storey flats of no fines construction.

Commissions won following fee tender

Phase 3A, ,0.63m 18 units

Phase 3, ,1.3m 42 units

Phase 2, ,1.4m 48 units

Phase 1, ,1.5m 42 units

Arden 2C (2), Glasgow £1.9m

Civil and Structural services for the comprehensive modernisation of 56 units of 4 storey flats of no fines construction.

Input included structural investigation and analysis of pre-stressed concrete floor slabs, renewal of the drainage system and formation of new parking bays.

Commission won in competitive fee tender

Contract Period - April 1993 to July 1994

Faifley Phase 11, Clydebank £3.1m

Structural design services for the modernisation of 104 no fines flats including investigation and analysis of floor slabs and provision of new retaining walls.

Commission won in competitive fee tender

Contract Period - Phase A - November 1992 to January 1994

Phase B - July 1993 to October 1994

Hutchesontown Phase IV, Glasgow £1.5m

Civil and Structural services for the modernisation of 24 flats and 30 maisonettes in no-fines construction.

Major structural alterations to the building frontages were undertaken together with replacement of defective balcony slabs.

Contract Period - March 92 to November 93

Windlaw Area H/I, Castlemilk, Glasgow £3.1m

Civil and Structural services provided for major rehabilitation of 4 storey tenements in Wilson Block construction.

83 units reducing to 65 by height reduction to 2 and 3 storeys. Also included in this project were the provision of bay windows, new build extensions, replacement of corroded wall ties and the conversion of several flats into maisonettes.

Externally, traffic management measures were incorporated into the street scape to effect traffic calming, improve visibility and provide many new parking bays.

Contract Period - January 1992 to July 1993

Arden 2C (1), Glasgow £0.5m

Civil and Structural input to the modernisation of 16 no-fines 4 storey flats.

Completed - October 1991

Arden 2B, Glasgow £1.5m

Modernisation of 24 no-fines flats

Arden 2A (2), Glasgow £0.5m

Modernisation of 16 no-fines flats

Newdykes, Kirkintilloch £1.3m

Modernisation of 54 no-fines flats

MULTI STOREY BLOCKS - A DESIGN SOLUTION

High rise properties present unique problems in terms of their structural capabilities and shortcomings as well as in matters of maintenance and management.

All blocks are subject to cyclic maintenance and require periodic monitoring inspections. These exercises are most speedily and economically carried out by suspending access cradles onto the face of the building supported by rigging erected on the flat roof deck.

In recent times many blocks have been over roofed against water ingress and condensation caused by cold bridging.

This has removed the opportunity for cradle access and leaves building owners faced with the expensive options of masted platforms or fixed scaffolds for even the most routine tasks.

When, in 1991, we were first approached to design such a roof, we appraised our Clients of the drawbacks of existing systems and established that they were keen to maintain the facility for cradle access.

We then designed a system of over roofing which still encapsulates and insulates the block but allows cradles to be erected when required.

This is achieved with no sacrifice in choice of form, colour or long term low maintenance. The structural steel framework is strong and versatile; the aluminium sheeting is virtually corrosion free and colour choice almost unlimited.

Asbury/Belmar Court, Linwood £0.42m

Two 18 storey brick clad blocks.

Commission to over roof these two blocks won following fee tender.

Design Period April -August 1995

Construction period - January 1996 - July 1996



Carron Street Phase 2, Glasgow £0.3m

Two 15 storey brick clad blocks.

Roof incorporated dormer features on all elevations.

Constructed - February to September 1992

Carron Street Phase 3, Glasgow ,0.15m

A plain hipped end roof this, the last of four blocks, reflected the design of the original block but incorporated our system for cradle access.

Constructed - December 1992 to May 1993

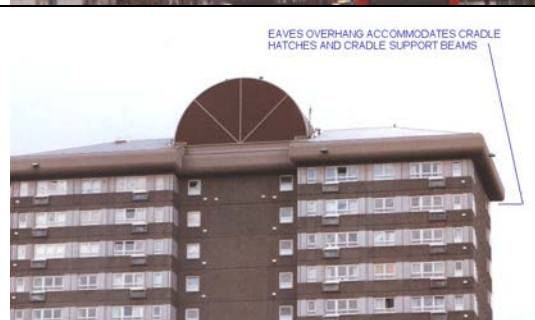


Shaftesbury Street, Glasgow £0.23m

An 18 storey Bison Wallframe block situated close to Charing Cross and overlooking the Kingston Bridge in Glasgow City Centre.

Close liaison with the City Planners was required before adopting a high domed roof for this sensitive location.

Constructed - September 1992 to May 1993



COMMERCIAL AND INDUSTRIAL DEVELOPMENTS

New Offices for Housing Association

Value £0.75m

New build development of Office accommodation, on brownfield site.

Piled foundations

Construction Period 2007 - 2008



Extension to Engine Test Preparation Area, Prestwick, Value £1.1m

Extension to aeroplane engine test cell to create 1000m² of preparation storage area.

Constructed in steel portal frame clad in profiled sheeting.

Construction Period Oct 2002 - Feb 2003



Scottish Homes, Glasgow South Area, Office Relocation £0.45m

Redevelopment of an existing 4 Storey tenemental block into new area offices



Scottish Homes, Castlemilk Community Facility

Modernisation/Alteration of an existing 4 Storey tenement block into new community facility



Renton, Dunbartonshire

Redevelopment of village shopping area for Health Centre, Offices, Shops, car parking and housing



Extension to Clearwater House, Riccarton Value £1.6m

Large extension to SEPA offices at Heriot Watt University to create 900m² of laboratory space constructed in steel portal frame clad in facing brick and profiled cladding:

Construction Period 2001 - 2002



Westerburn Street, Glasgow £0.3m

Construction of a factory workshop unit with 2 storey offices in steel portal frame clad in facing brick and profiled steel sheeting.

Extension of unit 30m x 15m currently at design stage

Proposed Construction of Extension -
Autumn 1999 - spring 2000



Redevelopment of Payne Street, Glasgow

Development of derelict building involving construction of a factory workshop unit with office in steel portal frame clad in facing brick and profiled steel sheeting.

Alterations to existing 4 storey warehouse and conversion into offices/workshops

Currently at design stage

Proposed Construction of Extension -
Winter 1999 - summer 2000

Carntynehall Road, Glasgow £0.2m

Structural alteration, refurbishment and over cladding of an existing factory unit.

Chinatown, Glasgow £0.6m

Provision of Civil and Structural design services associated with the conversion of an existing city centre warehouse into Glasgow's Chinese Shopping Mall comprising 15 shop units and a large restaurant.

Special consideration was given to the design of the traditional Chinese pagoda entrance features using materials imported from the Orient.

Carron Road, Falkirk £0.1m

Design of a new mid-floor gallery for an existing furniture warehouse.

Polmont Parish Church, Polmont £0.21m

Refurbishment and repair following extensive fire damage, together with the formation of a new extension to the church hall.

Shopping Centre, structural inspection and appraisal for prospective Property Developer
Investigation of recently built 21 unit shopping centre in West of Scotland

Secondary Schools, Glasgow

Structural inspection of 10 secondary schools in Glasgow for possible transfer under PFI initiative.

Renton, Dunbartonshire

Extension to village Community Centre.

MISCELLANEOUS

Green Deal / ECO / CESP funding for the additional of External Insulated Render Systems

Appraisals and reporting on the suitability of Multi Storey Blocks to support an external render system

Schools Refurbishment - Glasgow

Provision of Ad-hoc structural engineering services associated with refurbishment of and upgrading to Glasgow Primary Schools.

Waste transfer station, Glasgow

Due to the implementation of a Landfill Tax it has become important to separate solids from liquid waste. This proposal creates separation plant, settling tanks and drying beds.

Lead Water Pipe Replacement, Various Sites

Several contracts completed to replace the lead water service pipes within property boundaries where the responsibility to do so lies with the Landlord rather than the Water Department.

Carrongrove Estate, Falkirk £1.2m

Site development and provision of roads and sewers for 64 plots for self build housing. Work includes land fill of site and diversion of a canal pipeline.

Land Drainage, Various Areas

Provision of cut off drains to prevent surface water run off into gardens, etc.

Parking Provision

Various contracts to provide parking bays adjacent to existing roads thus improving pedestrian safety and easing congestion.

Demolition Contracts

Various Demolition Contracts

Former Council Headquarters, located over ¾ storeys

19 blocks of 2 and 3 storey flats to facilitate proposed re-development, Greenock.

3-closes to clear site for private development, Glasgow

13 closes of 4 storey no-fines flats to facilitate proposed regeneration of inner-city re-development, Arden, Glasgow.

Demolition contracts to remove vandalised lock-up garages, Langlands, Glasgow

Atholl steel houses - 100No

Parkhead - 50 houses

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Balcony Balustrades

Some older flatted properties have shown deterioration of the protective metal balustrades which presents potential danger to the public. We have replaced many of these with robust yet decorative metalwork, restoring safety and improving the visual amenity of the properties.

Roof Edge Protection to Multi Stories

Project for the design and installation of permanent roof edge protection on 9No multi storey tower blocks

Castlemilk Drive, Glasgow, £0.5m

Design of a streetscape involving bus bays and lay-by parking, all integrated into the overall Traffic Management Strategy of the Windlaw area

Manhole Surveys

Providing technical expertise and computer analysis for the digital mapping, surveying and plotting of 5000 No manholes for Strathclyde Sewerage to provide data for their Drainage Area Studies, and to assist them in the creation of asset management records of their apparatus.

Footbridge Designs

Design of foundations and check on calculations for Ekki footbridge to British Rail Station, Glasgow Structural Survey and report on dilapidated concrete footbridges and proposals for replacement bridges in Kilmarnock.

Landslip Control and River Retraining

Development of scheme to prevent soil erosion of steep embankment due to action of river erosion on outside of curve.

Water Tank (Public water supply) Raft Floor/foundation design & detail

Design of reinforced water retaining structure for public water tank

STRUCTURAL CONDITION SURVEYS

We undertake the inspection, appraisal and preparation of reports and recommendations on all types of properties encompassing a range of construction elements.

As well as the more common forms of construction using timber, brick and concrete, we have investigated many non-traditional forms of construction such as :

- Steel framed and/or clad houses, Weir, Atholl, BISF
- Concrete House Types, Orlits, Dorran, Whitson-Fairhurst, Cellular, FoamSlags, Unitroy, Winget
- Wilson Block, Crosswall Construction
- Blackburn
- No-fines concrete flats
- Bellrock
- Timber frame Houses
- Multi-storey flats, (9 - 24 storey)
 - Various, precast concrete, panel system
 - insitu concrete framed, no fines, JHDU blocks

Frequently associated with large stock transfers we are also asked to provide, life cycle costs, generally 30 years, covering the structural elements, which are likely to require, inspection repair during the remaining useful life.

Additionally and prior to Local Government reorganisation we provided support services to Glasgow District Council for structural inspections on their large housing stock.

Structural Inspections of Glasgow Schools

Inspection and reporting on 10No secondary schools as part of PFI transfer

Structural Condition Surveys on several low rise blocks suffering from severe reinforcement corrosion to concrete columns

Structural Inspection of Multi Storey Tower Blocks

Visual inspection of numerous tower blocks using cradle access and fixed masted platform access.

This included the appraisal and preparation of reports and recommendations on essential structural repairs.

Stock Condition survey of houses for transfer to new Housing Association, low rise.

Stock Condition survey of houses for transfer to new Housing Association multi storey houses.

Structural Appraisal of 6No blocks of 2-6 storey maisonettes at Cumbernauld, suffering from severe reinforcement corrosion to external concrete columns

Structural Inspection of 10No Glasgow Schools as part of proposals to dispose of school buildings under PFI

Structural Condition/Life Cycle Surveys Visual inspection and selected testing of concrete elements in various tower blocks.

This included the appraisal and preparation of reports and 30 year life cycle costs, with recommendations on essential structural repairs. This exercise was primarily carried out with the potential for large stock transfers from Local Authority to community based Housing Associations

Multi storey blocks inspected

7 No MKIII at Clydebanks, 15 storey
2 No MKII at Langlands, Glasgow, 15 storey
6 No at Toryglen, Glasgow
15 storey - 2 x MK III,
10 storey - 2 x MK II & 2 x MK 1 No fines
5 No at Hutchesontown, Glasgow
24 storey - 2 x MK 6
9 storey - 3 x Tracoba
1 No JHDU block at Partick, Glasgow
3 No 15 storey MK III Springburn, Glasgow
3 No Bison MK 10 Springburn, Glasgow
4 No at Dundee, 4 x MKIII No fines
1 No 18 storey panel system at Anderston
3 No 9-11 storey panel system at Anderston
18 No 5-storey panel system at Anderston
29 No blocks at Broomhill, Glasgow
12 No blocks at Cumbernauld

Structural Risk Assessment of Council Housing Stock

Glasgow - various areas proposed Second Stage Stock Transfers for 9 Housing Associations 2009-2010
Aberdeen - 59 No Multistory and
5,500 No Various Non-traditional Houses,
Dundee - 26 No Multistory and
3,000 No Various Non-traditional Houses,
Glasgow - 29 No Multistory
Cumbernauld - 12 No Multistory and
2,000 No Various Non-traditional Houses,
East Dunbartonshire - 300No Various Non-traditional Houses,
Argyll & Bute - 600No Various Non-traditional Houses,
and 5,400 Traditional Stock
Falkirk - 3,100 Non Traditional Houses and 13 blocks of multi storeys
Broomhill, Glasgow - 29 Blocks of multi storey

Structural Inspection and Repair of Orlit Houses

Inspection and follow up repair contracts to defective concrete beams and columns on:

200 houses, Priesthill, Glasgow, repair works value £150,000 (Spring 1998)
300 houses, East Balornock, Glasgow, repair works value £180,000 (Spring 1998)

MISCELLANEOUS SURVEYS

We are frequently instructed by private individuals to carry out a structural inspection of their property. As a result we have inspected many varied house types and reported on numerous defects, some of which may be trivial, others involving extensive repair or even demolition.

FEASIBILITY STUDIES

A J Balfour Associates have extensive experience of Feasibility Studies and the preparation of Constraints Reports, below are noted a few of the many studies which have been undertaken

Cunninghame Housing Association & Cordale Housing Association Partnership – several sites for housing Glasgow Housing Association – numerous sites for redevelopment

Main Street, Alexandria

Brucehill, Dunbarton

Day Care Unit - Wishaw

Community Centre, Bridgeton

Estate Regeneration, Carntyne, Glasgow

Estate Regeneration, Hamilton

Estate Regeneration, Laighstonehall, Hamilton

Estate Regeneration, Anderston, Glasgow

New Build Housing, Lochearnhead, Perthshire

Self Build Housing, Kilsyth

Industrial and Commercial Redevelopment, Port Dundas Business Estate, Glasgow

New Build Housing, Barrhead

New Build Housing, Killearn

Flats, Offices and Nursing Home, Falkirk

Estate Regeneration, Windlaw C & D, Glasgow

Estate Regeneration, Forgewood, Motherwell

Estate Regeneration, Strone Farm, Greenock

Estate regeneration, Bow Farm, Greenock

Shopping complex and Health Centre, Renton

Housing Association Offices, Renton

Estate regeneration, Mull & Iona Petersburn ,

Elderly Day Care Unit, Falkirk

Supported Accommodation Unit, Falkirk

Green Deal / ECO / CESP Funding Schemes

A LIST OF SOME OF THE CLIENTS AND ORGANISATIONS WE WORK FOR FOLLOWS:-

Aberdeen City Council	Kelvin Homes Ltd
Abertay Housing Association	Larkfield Housing Association
Antonine Housing Co-operative	Linstone Housing Association
Atrium Group	Link Housing Association
Argyll & Bute Council	Linstone Housing Association
Argyll Community Housing Association	Lochside Housing Association
Avondale Securities Ltd	Lochfield Park Housing Association
Ayrshire Housing	Mackenzie Construction
Beechwood Developments	Maclay Civil Engineering
Bow Farm Housing Association	Magnum Discount Warehouse
British Gas	Maryhill Housing Association
BR Testing	Miller Homes
Cairn Housing Association	Morrison Homes
Cantime Ltd	New Gorbals Housing Association
Carrongrove Ltd	NG Homes
Charing Cross Housing Association	North Glasgow Housing Association
Chung Ying Investments	North Lanarkshire Council
Church of Scotland	Nestlé UK Ltd
City Building (Glasgow)	Ogilvie Homes Ltd
City of Glasgow District Council	Paisley South Housing Association
Cloch Housing Association	Parkhead Housing Association Ltd
Clyde Valley Housing Association	Pineview Housing Association
Clydebank Housing Association	Pollockshields South Housing Association
Community Self Build Scotland	Protim Services Ltd
Communities Scotland	Robertson Construction Group
Cordale Housing Association	Rural Stirling Housing Association
Cruden Building Renewals	Sanctuary Scotland Housing Association
Cruden Estates	Scotia House Ltd
Cube Housing Association	Scottish Homes
Cumbernauld Housing Partnership	Scottish Legal Life
Cunninghame Housing Association	SEPA
DJB Surveys	Shettleston Housing Association
DTZ Piedad Consulting	Shire Housing Association
Dundee City Council	South Lanarkshire Council
East Dunbartonshire Council	Southside Housing Association
East Kilbride & District Housing Association	Speirs Gumley Property Management
Falkirk Council	Strathclyde Regional Council
Falkirk Discount Warehouse	Stoddard Carpets Ltd
Ferguslie Park Housing Association Ltd	Sweater Shop Ltd
Fisher Hinksman Ltd	Sweeney Drainage
Forgewood Housing Cooperative	Tenants First
GAP Housing Association	Thenew Housing Association
G E Caledonian Ltd	Thistle Housing Association
Gemini Housing Association	TSB Bank PLC
Glasgow City Council	Turnberry Homes
Glasgow Housing Association	Walker Sandford Property Management
Glasgow West Housing Association	Wesley Owen Bookshop
Glen Oaks South Housing Association	West of Scotland Housing Association
GHA - Glasgow Housing Association	Whinhill Steering Group
Goodway Clear Ltd	Whiteinch & Scotstoun Housing Association
George Leslie Ltd	Wiltshier (Scotland) Ltd
George Rome Ltd	Yorkhill Housing Association
Grattan PLC	VMS Sytems, Glasgow
Halifax PLC	ZH Properties
Hambro Countrywide Relocation PLC	
Heriot Watt University	
Hillhead Housing Association 2000	
Home in Scotland	
IMP Ltd	
Kilbeg Housing Cooperative	
Kilbride Industrial Services	
Kilmarnock & Loudoun District Council	

**A LIST OF SOME OF THE
HOUSING ASSOCIATION CLIENTS
WE WORK FOR FOLLOWS:-**

Abertay Housing Association
 Antonine Housing Co-operative
 Atrium Homes
 Argyll Community Housing Association
 Ayrshire Housing
 Bow Farm Housing Association
 Cairn Housing Association
 Charing Cross Housing Association
 City Building (Glasgow)
 Cloch Housing Association
 Clyde Valley Housing Association
 Clydebank Housing Association
 Cordale Housing Association
 Cube Housing Association
 Cumbernauld Housing Partnership
 Cunninghame Housing Association
 East Kilbride & District Housing Association
 Ferguslie Park Housing Association
 Forgewood Housing Cooperative
 GAP Housing Association
 Gemini Housing Association
 GHA - Glasgow Housing Association
 Glasgow West Housing Association
 Glen Oaks South Housing Association
 Hillhead Housing Association 2000
 Home in Scotland
 Kilbeg Housing Cooperative
 Larkfield Housing Association
 Linstone Housing Association
 Link Housing Association
 Lochside Housing Association
 Lochfield Park Housing Association
 Maryhill Housing Association
 Paisley South Housing Association
 Parkhead Housing Association Ltd
 Pineview Housing Association
 Pollockshields South Housing Association
 New Gorbals Housing Association
 NG Homes
 North Glasgow Housing Association
 Rural Stirling Housing Association
 Sanctuary Scotland Housing Association
 Scottish Homes
 Shettleston Housing Association
 Shire Housing Association
 Southside Housing Association
 Tenants First
 Thenew Housing Association
 Thistle Housing Association
 West of Scotland Housing Association
 Whiteinch & Scotstoun Housing Association
 Yorkhill Housing Association

**A LIST OF SOME OF THE
OTHER PUBLIC CLIENTS
WE WORK FOR FOLLOWS:-**

Aberdeen City Council
 Argyll & Bute Council
 British Gas
 City of Glasgow District Council
 Communities Scotland
 Dundee City Council
 East Dunbartonshire Council
 Falkirk Council
 Glasgow City Council
 Heriot Watt University
 Kilmarnock & Loudoun District Council
 North Lanarkshire Council
 Scottish Homes
 South Lanarkshire Council
 SEPA
 Strathclyde Regional Council



A J Balfour Associates

Policy Statements at 31 May 2019

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A J Balfour Associates

Consulting Civil and Structural Engineers
19 Blairtummock Place
Glasgow
G33 4EN



Quality Policy Statement

To achieve the quality objective, it is the quality policy of A J Balfour Associates to apply the principle of Quality Management (that being a companywide commitment to achieve Quality) which shall be recognised throughout the company.

This implies that:

- Our approach to quality shall be led by management who apply Quality assurance as a management tool.
- Quality is equally crucial in internal transactions as in relations to external clients.

All individuals in the organisation shall contribute to quality and to quality improvement of their own work.

- We shall continuously aim at improvement and the prevention of failures and mistakes shall be actively pursued.
- We shall ensure that clients have a clear understanding of the products and services A J Balfour Associates can deliver and the framework it works within.
- Develop relationships with customers that will promote a partnership based on commitment and trust actively seeking and acting upon feedback from clients
- Ensure that we offer services that will satisfy our customer's needs by aligning requirements, objectives and targets with those of our customers.
- Use our expertise to identify cost effective and innovative solutions for the benefit of our customers.
- Ensure that day to day matters are handled promptly, politely, honestly and effectively.
- Carry out all contracts so that they comply with our management systems, are completed on time, within budget and meet our customer's requirements.

To meet the specified requirement of the client, the organisation applies a quality system in conjunction with other management controls. The Integrated Management System Manual and the Procedures Manual describe the system. It is the organisation's policy to seek to operate to these standards continuously and to implement and operate fully the ISO 9001:2015 and PAS 99:2012 standards through registration and annual review.

Signed...Alan Balfour.....
Principal

Date: 31st May 2019

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Health & Safety Policy Statement

A J Balfour Associates is committed to safeguarding the Health, Safety and Welfare of all its employees by providing a safe and healthy environment for all persons affected by the organisation's operations. As a responsible employer, A J Balfour Associates believes that effective health and safety practices contribute directly to the better performance of the organisation as a whole. A J Balfour Associates aims not simply to comply with Health and Safety legislation but to attain higher standards through the adoption of recognised good practices and to provide industry leadership through our Health and Safety performance. The Principal is fully committed to achieving this through a programme of continuous improvement, positively promoting a proactive approach to accident and ill-health prevention.

The Principal has the ultimate responsibility for the Health & Safety Policy.

The Principal recognises that the main means for adequate accident prevention is the development of a safe system of work. The organisation has therefore produced systems and procedures for designing safe systems of work for all aspects of its principal activities which have been identified as high risk. All levels of management and operational staff are required to comply with the organisation's safety rules and procedures and to contribute to their further development

The Principal also recognises that co-operation and consultation at all levels is essential in promoting a positive Health and Safety culture and the organisation has developed systems for HSE communication on Health and Safety matters. In order to achieve the above principles the organisation has put in place the resources and developed in-house systems to achieve the following aims:

1. To execute organisation operations without harm to personnel, equipment or the environment.
2. To monitor new developments and existing compliance with all relevant legislation approved codes of practice and the Safety Policy as a minimum and to continually improve the performance standards specified.
3. To make Health and Safety an integral part of the management of the organisation
4. To provide premises, plant, substances at work and places of work that are safe and without risk to health and safety, and without risks to the welfare of all the organisation's employees.
5. To carry out our operations with due regard for the health and safety of non-employees, and to provide them with prescribed information regarding those operations which may affect their health and safety.
6. To ensure employees take reasonable care for their own and others' safety; are competent; and appropriately trained to meet individual responsibilities and needs
7. To involve and consult with employees and where appropriate their representatives to effectively communicate with them on health and safety matters.
8. To sustain and develop this Policy by the implementation of an accredited health and safety management system.
9. To review the Safety Policy on an annual basis and implement appropriate improvements.
10. To bring changes to the Safety Policy to the attention of all employees and interested parties.
11. We are committed to comply with applicable legal requirements and with other requirements to which the organisation subscribes that relate to its OH&S hazards.

This policy statement is supported by documents and procedures detailing the organisation's organisation of responsibility and the arrangements for implementing the strategy for health and safety management. The system complies with OHSAS 18001:2007 and PAS 99:2012. From this system, improvement objectives are generated. This information is made known to all employees and made available to all employees on demand through their line managers.

Signed By: Date 31st May 2019
Principal

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Environmental Policy Statement

A J Balfour Associates is committed to continual improvement in environmental performance and will ensure that sufficient financial resources are committed to allow environmental considerations to be applied to all operational activities.

In particular the organisation is committed to ensuring that:

- The effects of its operational activities on the environment are minimised to prevent pollution and ensure compliance with all legal and statutory requirements as a minimum standard.
- Environmental issues are taken into account when planning the organisation's operations giving particular emphasis to the significant environmental aspects of noise, pollution, ecological damage and discharges.
- Sufficient training and instruction is provided to enable employees to carry out their work with environmental protection in mind.
- Sufficient training and information is provided so that managers can make a responsible and informed contribution to motivate people to consider the environment in the course of their work.
- Only competent contractors who are committed to a high standard of environmental management are permitted to work on organisation operations.
- There is regular liaison with the relevant national government agencies, local authorities and other national and international environmental protection bodies.
- Emissions and discharges to air and water are controlled with the aim of compliance with international environmental legislation and authorisations at all times
- Regular environmental inspections are carried out by competent persons at operational sites.
- Environmental issues arising from operational activities are routinely reviewed at management meetings.
- Recycling is encouraged wherever possible both within the organisation and its suppliers
- Develop, maintain and review the environmental management system in a manner that attains and sustains compliance with the international Environmental Management Standard ISO 14001: 2004 and PAS 99:2012 standards

The Operations Manager will be responsible for the effective implementation of this policy with the ultimate aim of protecting the environment by all means reasonably practicable.

A copy of this policy can be provided to anyone who may legitimately request one.

Signed.....
Principal

Dated: 31st May 2019

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Organisation Profile

A J Balfour Associates offers a consultancy service, in most branches of Civil and Structural Engineering, to Clients throughout Central Scotland in both the Public and Private Sectors.

The Principal and staff have a broad base of experience in many sectors, particularly in relation to the following fields:-

New build housing, housing rehabilitation, commercial & industrial projects, roads, drainage works (SUDS) site infrastructure, site up filling, retaining walls, over-roofing, inspection and repair of multi-storey tower Blocks, demolition, stock condition surveys, structural Investigations, reports of building defects, feasibility Studies, Site Constraints Reports, and SER design certification for Building Warrant purposes.

A J Balfour Associates was formed in 1990, following the dissolution of Scottish Homes Technical Practices, where Alan Balfour was Engineering Manager in one of the Practices. Since then the Practice has continued to provide engineering solutions and advice to Social Housing Landlords and other Private Clients on new build projects and structural inspections, including Structural Risk Assessments and building defects.

A J Balfour Associates is staffed by an experienced and enthusiastic team headed by a professionally Chartered Engineer together with a Senior Incorporated Engineer, Graduate Engineers, Engineering Assistants and administration staff, with collectively in excess of 80 years' experience in the housing and industrial sectors.

The Practice use the latest computers and software to enhance our design, drafting and word processing skills. Currently we operate AUTODESK, Revit BIM package and CADS design structural software packages for frame analysis and specific design of concrete, steel and masonry elements. We have also invested in the drainage package WINDES, which helps to calculate SUDS run off, Flood Storage, attenuation and flow control for a contributing area.

A J Balfour Associates believe that Client satisfaction is paramount. Our commitment is to meet client requirements in terms of objectives, quality, value, budget and time scale using economic, practical solutions.

An essential requirement of the continuing maintenance and development of the organisation's objectives are the installation of an integrated system that meets the requirements of:

- ISO 9001:2015
- ISO14001:2004
- OHSAS 18001:2007
- Pass 99:2012

This Manual Covers the activities and functions performed by the organisation included in the service scope definition:-

The Management system is designed to meet the requirements of PAS 99: 2012.

Exclusions: ISO9001:2015
Clause - Customer Property

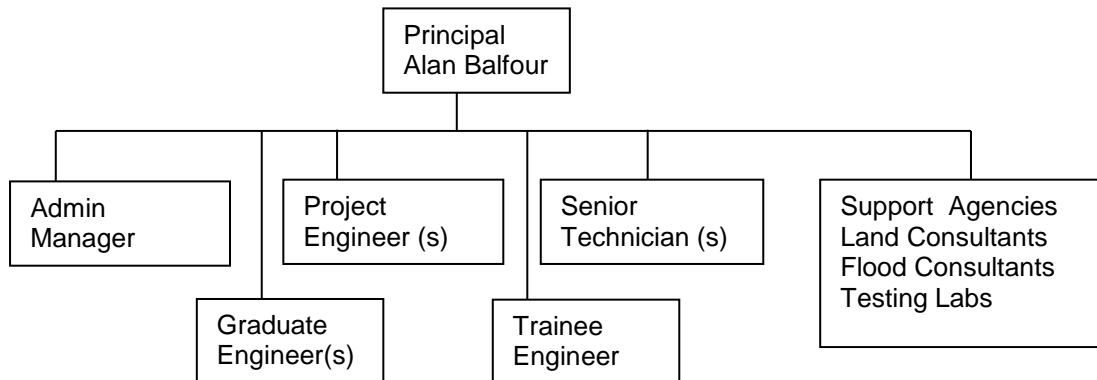
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Principal

31st May 2019

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A J Balfour Associates Organisation Chart



- The Managing Principal is ultimately responsible for the system
- The Management Representative is Alan Balfour, Principal who manages the system
- The Internal Auditor is Norman Elsey

AJ BALFOUR ASSOCIATES

Consulting Civil and Structural Engineers

STATEMENT OF POLICY ON EQUAL OPPORTUNITIES

1. A J Balfour Associates has accepted as a fact that certain sectors of the population are disadvantaged by individual and group values, as well as by organisational structures. In respect of its employment of staff, A J Balfour Associates seek to avoid all such forms of discrimination, whether by
 - a. Direct or Indirect Discrimination
 - b. Discrimination by Association
 - c. Perception Discrimination
 - d. Harassment
 - e. Victimisation
 - f.
2. In its employment A J Balfour will ensure that no individual will receive less favourable treatment on the grounds of:-
 - a. Race, Religion or belief
 - b. Sex
 - c. Nationality
 - d. Marital / Civil Partnership Status
 - e. Responsibility for Children or Dependants
 - f. Disability
 - g. Sexual orientation
 - h. Age
 - i. Religious Belief
 - ii. Pregnancy and maternity
 - iii. Gender reassignment
3. A J Balfour Associates are keen to encourage applications from disadvantaged people in all aspects of its work.
4. In its employment or other contractual activities A J Balfour Associates will seek to collect and monitor information relating to Equal Opportunities from its employees. Collection of this data will be done solely on a voluntary basis.
5. A J Balfour Associates accept that it is bound by the legislation concerning Equal Opportunities, including the following Acts:

Equality Act 2010, (which may include some of the following Acts and regulations)
Equal Pay Act 1970
Disability Discrimination Act (Amendment) Regulations 2003
Employment Equality (Age) Regulations 2006
Employment Rights Act 1996
The Flexible Working Regulations 2014
Rehabilitation of Offenders Act 1974 (**Scotland**) Amendment Order **2016**,
Protection from Harassment Act 1997
Human Rights Act 1998
Sex Discrimination (Gender Reassignment) Regulations 1999
Racial and Religious Hatred Act 2006
6. In all its operations and activities A. J. Balfour & Associates expect that employees support and adhere to the Equal Opportunities Policy, and affirms that failure to do so may result in disciplinary measures being taken.
7. This policy statement will be available to all employees and applicants to the organisation.
8. It is intended that all application forms and advertisements from A J Balfour Associates will make clear its commitment to this Equal Opportunities Policy. A statement will appear on each application form which reads:

A J Balfour Associates believe in Equal Opportunities, as such, applications are invited from people regardless of race, religion or belief, sex, nationality, marital / civil partnership status, responsibility for children or dependants, disability, sexuality, age, religious belief, gender reassignment
9. This policy shall be reviewed and updated every 2 years