

MANAGING CHANGE AND COST CONTROL

Change is a normal and expected part of the construction process and is inevitable when working with existing buildings. Changes can result from necessary design modifications, differing site conditions, material availability, value engineering (cost reduction) and impacts from third parties such as statutory authorities, to name just a few. There needs to be clear communication about the reason for change, and good cost control on the part of the architect, QS and builder, possibly looking at value engineering in other areas to keep the overall budget on track. As the client, you should be advised about changes to the budget, and any changes to costs that will affect the budget and you should agree the parameters of that with your architect at the beginning of the project, as this may impact on your funding strategy. Your funder may also need to give consent to budget changes and particularly to the use of contingencies so ensure that there is a clear system for communicating all of these project elements should they arise.

All changes need to be recorded to show what was actually constructed, so that the client has a final record set of as-built drawings for future maintenance.

It is important that everyone in your Group is aware of the costs of the project. Do review and monitor the budget on a monthly basis together with the financial reports from the QS or architect.

Useful terms that are relevant to the end of a building project.

Your architect will be able to explain and ensure that they are carried out.

Snagging does not have an agreed meaning, and is not a contractual term. It is a slang expression widely used in the construction industry to define the process of inspection necessary to compile a list of minor defects or omissions in building works for the contractor to rectify.

A **certificate of Practical Completion** marks the point at which the contractor has completed his contractual obligations, and can hand over the works to the client.

A **defects liability period** is a set period of time after a construction project has been completed during which a contractor has the right to return to the site to remedy defects. The defects liability period begins upon certification of practical completion and typically lasts six to twelve months.

A **completion certificate** is proof that the building work has been carried out in accordance with Building Regulations and therefore is legally safe.