

# THE PARTY WALL PROCESS

## SERVICE OF NOTICES

Building owners must notify all affected adjoining owners of proposed work that falls under sections 1, 2 and 6 of the Act. Due to the complexity of the process, this is normally undertaken by an appointed surveyor but some homeowners choose to serve notice themselves. Sections 1 and 6 have notice periods of 1 month whilst for section 2, it is 2 months.

## RESPONSE

An adjoining owner should respond to a notice within 14 days of receiving it as after that period they are deemed to have dissented and must appoint a surveyor (see further info on this option below).

## CONSENT

DISSENT & CONCUR IN APPOINTMENT OF AN AGREED SURVEYOR  
DISSENT & APPOINT THEIR OWN SURVEYOR

## SCHEDULE OF CONDITION

This is a record of the condition of the adjoining owner's property, in the form of images with a commentary, prepared before work starts. It can be referred back to if there is a report of damage either during or following the works.

## AGREEING THE PARTY WALL AWARD

The party wall award (often incorrectly called a party wall agreement) resolves the dispute that arose when the notice was not consented to. It determines the time and manner in which the work is to be undertaken. The appointed surveyor(s) may, for example, require that cutting into the party wall for steel beams be undertaken with hand tools only, or that excavations close to the adjoining property be dug in 1.00m sections rather than in one go.

## SERVICE

Once the content of the award, including any relevant drawings, has been finalised by the appointed surveyor(s), it is 'served' on both owners. The building owner can now legally start work, subject to the passing or waiving of any statutory notice periods.

# WHY CHOOSE US?

Based in Chiswick, London, Hourican Associates is a Chartered Building Consultancy specialising in Party Wall surveying. We are fully qualified members of the FPWS and Pyramus & Thisbe Club, and regulated by RICS, CIOB & MCABE.

Our experienced surveyors bring deep expertise in both Party Wall matters and construction, ensuring your property and interests are fully protected.

- We are Party Wall specialists with deep knowledge, ensuring expert advice and full compliance with the Party Wall Act.
- Fully accredited by FPWS, Pyramus & Thisbe, RICS, CIOB and MCABE, we uphold the highest professional and ethical standards.
- Our background in construction enables practical solutions that balance legal duties with on-site building realities.
- We protect your property, rights, and timelines by managing Party Wall matters with precision, care, and clarity.
- We're ethical Party Wall Surveyors who believe the Party Wall Act is meant to resolve disputes, not create them.
- We use sensible, well-structured administration of the Act to help reasonable owners resolve Party Wall matters.
- Our unique approach helps everyone through the Party Wall process towards a fair, amicable and cost-effective outcome.

Unlike some, we only deal with Party Wall matters. That means we have the specialist know-how to actually get results. It's one of the reasons our customers rate us EXCELLENT on Google.

- As independent and impartial RICS Surveyors, we only deal with Party Wall matters in varying complexity for both building owners and adjoining owners.
- As well as being a regulated firm of Chartered Surveyors, our specialist Party Wall Surveyors are members of both the Faculty of Party Wall Surveyors and Pyramus & Thisbe Club.
- We always recommend you, as the building owner, maintaining a positive and open relationship with your neighbour to talk over any construction plans prior to serving Party Wall Notices.



## Contact Hourican Associates Ltd.

Chartered Building Consultancy  
t: 0208 849 8390  
m: 07769869799  
e: info@houricanassociates.com  
w: www.houricanassociates.com



CHARTERED BUILDING  
CONSULTANCY

# PARTY WALL SURVEYOR

"We are specialist regulated Party Wall surveyors  
and will always ensure our clients' interests  
are protected during building works."



RSJ BEAM

## PROTECTING YOUR PROPERTY

If your neighbour is doing building work—like a loft conversion or rear extension—you can take steps to protect your Party Wall from damage.

**Your Rights Under the Party Wall etc. Act 1996**  
The Act gives you, as a homeowner in England and Wales, the right to a Party Wall Survey—usually paid for by your neighbour.

### Common Types of Damage

- RSJ Steel Beams – Can crack or dislodge plaster during loft conversions.
- Jack Hammering – Vibrations (e.g. during chimney breast removal) may damage plaster.
- Excavation – Digging within 3 metres and below your foundation level can destabilise the wall (often during extensions).

### What Our Party Wall Surveyors Do

- Review plans and advise on safe construction methods (e.g. limiting jack hammer use).
- Record the pre-works condition of your property with photographs for future reference.
- Issue a Party Wall Award, outlining your neighbour's responsibilities and your protections.
- Keep records of surveys and photos for at least 10 years.

Using Hourican & Associates  
helps ensure the builder  
follows proper procedures

## WHAT IS A PARTY WALL SURVEY?

### WHAT IS A PARTY WALL SURVEY?

Typically, in the case of properties sharing a Party Wall, a Party Wall Surveyor is called upon to aid in the preparation and administration of a Party Wall Award or Agreement, under the Party Wall Act of 1996.

Our surveyors, acting on behalf of the Building Owner or the Adjacent Owner, assess the nature of the Party Wall and its position in relation to both individual properties, and can provide impartial advice for either party in consideration of planned structural changes or repairs needed.

### DO I NEED A PARTY WALL SURVEYOR?

You may need the advice of our Party Wall Surveyors if you are planning any of the following:

- The construction of a new wall at the boundary of two properties
- Cutting into a Party Wall (for example, removal of a chimney breast or insertion of a steel supporting beam)
- Knocking down or rebuilding an existing Party Wall
- Knocking down or rebuilding a boundary wall under a Line of Junction Notice
- Excavations within 3-6 metres of a neighbouring property's foundations
- Party Wall Notices must be served for any work being done in relation to a Party Wall.

### IMPORTANT NOTE:

If you have already instructed another Party Wall Expert, under Party Wall legislation, we will be unable to help you. It is really important, therefore, that you select the right expert in the first place.

Please contact us if you have any questions.



← RICHARD LITTLEPROUD

RICHARD HOURICAN →

## THE PARTY LINE

Richard Hourican (BSc Hons. HND Build. MCIOB. C.Build E MCABE. ARICS. MFPWS. MPTS), specialist Party Wall surveyor, ensures your interests are protected during building works.

Understanding building plans is crucial—overlooking them can be costly. Our role is to ensure everything is done properly and avoid expensive mistakes.

One surveyor can act for both the Building Owner and Adjoining Neighbour, saving time and reducing costs.

As impartial experts working under the Party Wall Act, we can be jointly appointed as the 'Agreed Surveyor' to advise both parties.

Richard Littleproud will carry out the schedule of condition surveys and is a highly experienced surveyor who has been preparing detailed surveys from basements to loft conversions for over 10 years alongside Hourican Associates Ltd.

