

# Building Contractors and Professionals Questionnaire



The purpose of this questionnaire is to provide Selkirk Conservation Area Regeneration Scheme (CARS) Grant applicants with a tool to request relevant information from potential building contractors and professionals to ensure that they are appropriately experienced/skilled in the type of works identified and eligible for Selkirk CARS funding.

The questionnaire is to be completed by the relevant person within the building contractor/ professional organisation and returned to the applicant.

1 Contact Details	
Company Name	
Company Address	
Postcode	
Telephone Number	
Email	
Website	
Contact Name	
Business Type (eg. Joinery, Roofing, Architect Surveyor etc.)	
Membership of Professional/ Trade Bodies (eg. CITB, IHBC, RIAS, RICS etc)	

<b>2 Experience</b>	<b>Provide examples of two traditional building projects undertaken in the last five years</b>
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	Project Title: Description:	
	Project Title: Description:	

<b>3 References</b>	<b>Provide contact details of two building contract references (at least one from a traditional building project)</b>
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Reference 1	Name  Address   Postcode  Telephone  Email	
Reference 2	Name  Address   Postcode  Telephone  Email	

#### 4 Traditional skills training

Please summarise training courses attended relating to traditional building techniques in the last five years	
Please identify what training what training related to traditional building techniques would be beneficial to your company	

#### 5 Declaration

I declare that **ALL INFORMATION** given in this questionnaire is truthful, accurate and that information has not been deliberately withheld.

Company Name			
Signature		Date	
Print Name			

#### 6 General notes

- Selkirk Conservation Area Regeneration Scheme (Selkirk CARS) is a partnership project developed by Scottish Borders Council in conjunction with a community based Selkirk CARS Steering Group, which successfully obtained funding from Historic Scotland for a heritage-led regeneration project for Selkirk town centre.
- Selkirk CARS is focused on a range of heritage and conservation based regeneration activities within the town centre over a five year period. The primary focus of the scheme will be to offer grant support towards repair works to traditional buildings, and will include supporting complementary initiatives, such as traditional skills training, to increase awareness and understanding of the town's rich heritage.
- The project is funded by Historic Scotland and Scottish Borders Council and will run until March 2018.
- The majority of older properties within the defined Selkirk CARS boundary are eligible for consideration for grant aid for traditional repair and restoration works, including shopfronts and commercial properties. Normal maintenance work is not eligible and the works must be carried out to accepted conservation standards by a suitably experienced building contractor and/or professional. Grant aid cannot be offered for works already completed.

## 6 General notes (continued)

- Building contractors and professionals working on Selkirk CARS funded projects are required to demonstrate to the applicants that they have the relevant experience and skills to undertake repair works to traditional buildings to the satisfaction of Scottish Borders Council and Historic Scotland. This does not, however, necessitate contractors and professionals to have formal accreditation from a conservation body in order to carry out works eligible for Selkirk CARS funding.
- Where a building contractor and/or professional does not possess the relevant traditional skills, the Selkirk CARS Team can assist with sourcing relevant training opportunities and, where possible, offer funding support. Building contractors/ professionals should contact the Selkirk CARS Project Officer to discuss potential training opportunities/funding (where appropriate) in the first instance.
- Selkirk CARS does not operate an approved contractor scheme and will not provide potential applicants with details of building contractors or professionals. It is the responsibility of the applicant to ensure that an appropriate contractor is appointed. Guidance notes are available.
- Specification for traditional repairs and standards of workmanship will be assessed by the Selkirk CARS Project Officer to ensure that accepted conservation standards are being achieved. Where specification and/or workmanship are deemed to be deficient grant funding will not be offered/paid until rectified.
- An explanation and details of accepted conservation standards can be found in the Historic Scotland *Advisory Standards of Repair* document which is free to download at:

**[www.historic-scotland.gov.uk](http://www.historic-scotland.gov.uk)**

- Further information on Selkirk CARS eligibility criteria and details on prioritisation of repairs for grant funded projects can be found in the Selkirk CARS Grant Guidance document which is free to download at:

**[www.scotborders.gov.uk/selkirkCARS](http://www.scotborders.gov.uk/selkirkCARS)**

**For further information on Selkirk CARS please contact:  
Colin Gilmour - Selkirk CARS Project Officer**

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