



**(SEPA) Scottish Environment Protection Agency**  
Public Sector Case Study

## (SEPA) Scottish Environment Protection Agency

### The Brief

Having successfully re-tendered our appointment for the third consecutive term, we have now been Scottish Environment Protection Agency's term consultants since 2001, with our current appointment expiring in 2011. Our roll as design team leader involves the management of the entire design team as well as each individual project. We are also responsible for producing business cases for new ventures, space planning, building surveying works and project works from inception to completion. One of the most important criteria set down by our client is to minimise disruption as much as possible as the majority of the work is carried out in occupied offices.

### The Solution

Regular full design team meetings ensure that the whole design team is communicating well and are all aware of the status of each individual project.

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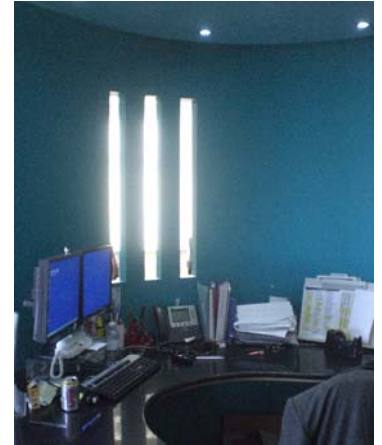
**Project Management  
ranging from £2000 to  
£450,000**

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Our multi-disciplined team insures that we have the appropriately skilled personnel to provide our client with all the specific services required. We ensure a tight control over contractors is maintained due to the working constraints of occupied offices and manage out of hours working where possible.

### The Outcome

The successful completion of a large number of projects within the desired timescale and budget. Fast turnaround of information and projects is paramount to ensure year end spends are met and this has been successfully carried out over the years of our appointment. Our successful third term appointment reflects our clients satisfaction with the design team and ourselves as design team leaders.



*Bell Ingram have been Scottish Environment Protection Agency's term consultants since 2001*

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