

THE NEW PROFESSIONAL CRITERIA AT PART 3

Introduction

The new ARB/RIBA Part 3 criteria are shown on the following pages. Much of the content at Part 3 has been designed to match with the management, practice and law elements in the new criteria at Parts 1 and 2. APEAS will be examining candidates against the new criteria from the 2012/13 Examination diet onwards. Before reading the criteria you are advised to read the following information as it provides helpful information on how you should interpret the new criteria.

Interpretation of the Requirements at Part 3

There are five criteria in the new ARB/RIBA Part 3 criteria. These criteria come under the following headings:

- Professionalism
- Clients, users and delivery of services
- Legal Framework and processes
- Practice and management
- Building procurement

Each of the five criteria has been expressed in the form of a paragraph comprising of three sentences. For each criterion the sentences are laid out in the same order covering the same requirements or 'candidate attributes.' The key theme of each of the three sentences is as follows:

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| Sentence 1 | What competence or understanding in relation to the criterion the successful candidate will be required to demonstrate. |
| Sentence 2 | What skills or abilities the successful candidate will be required to demonstrate. |
| Sentence 3 | What level of knowledge or understanding of the subject material the successful candidate will be required to demonstrate |

To help you interpret the five criteria more easily, each criterion has been enclosed in a box and each of the three sentences is shown separately.

In order to pass the APEAS Part 3 Examination your task will be to produce the appropriate written and oral evidence to persuade your two practice examiners that you meet the fifteen statements under the five performance criteria. This is, if you like, the mandatory section of the new ARB/RIBA Part 3 criteria. The terms 'knowledge', 'understanding', 'ability' and 'skills' are used in the professional criteria to indicate the nature of the achievement required.

You will note that under each performance criterion there is a list of numbered statements. You will also note that prior to each list the following statement is made

‘Demonstration of an understanding of the following will contribute to this criterion being met.’ The numbered statements under each of the five criteria are there to provide guidance only. They are an optional section of the new ARB/RIBA Part 3 criteria. They represent the types of evidence your examiners may reasonably look for to convince themselves that you satisfy the five criteria. It is advised that you do not view these statements as compulsory in the sense that you think you have to generate evidence to satisfy all of them. Rather you should ask yourself the question do I have sufficient evidence in my documentary submissions and in responses I want to give at Oral Examination to persuade my examiners that I satisfy all of the five criteria. This will involve you in exercising your professional judgment as to whether the evidence you have is sufficient or not. In undertaking this process you may use the statements as a form of checklist to assist you in arriving at your judgment.

Other Information

The following additional, helpful information is provided by ARB.

‘Each candidate’s experience of learning and development in professional practice will differ, depending upon the type of project, type of location of practice and management processes undertaken, and the preparation for the Examination must therefore be approached in a structured way.’

‘The candidates should manage the relationship between professional experience and academic study to provide coverage of the Professional Criteria, presenting a critically reflective body of work that complies with the requirements of the professional studies advisor or course provider. To meet the Professional Criteria, the candidate’s experience should include evidence of commercial awareness, self-management, professional competence and integrity. A successful candidate should also be able to demonstrate authorship, knowledge, effective communications skills, and reasoning and understanding in relation to all issues within the Professional Criteria outlined on the following pages.’

PC1 – Professionalism

A successful candidate will demonstrate overall competence and the ability to behave with integrity, in the ethical and professional manner appropriate to the role of architect.

The candidate will have the skills necessary to undertake effective communication and presentation, organisation, self-management and autonomous working.

The candidate will have a clear understanding of the architect’s obligation to society and the profession, and a sufficient awareness of the limits of their competence and professional experience to ensure they are unlikely to bring the profession into disrepute.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 1.1 Professional ethics
- 1.2 The architect's obligation to society and the protection of the environment
- 1.3 Professional regulation, conduct and discipline
- 1.4 Institutional membership, benefits, obligations and codes of conduct
- 1.5 Attributes of integrity, impartiality, reliability and courtesy
- 1.6 Time management, recording, planning and review
- 1.7 Effective communication, presentation, confirmation and recording
- 1.8 Flexibility, adaptability and the principles of negotiation
- 1.9 Autonomous working and taking responsibility within a practice context
- 1.10 Continuing professional development

PC2 – Clients, users and delivery of service

A successful candidate will be able to demonstrate understanding of the range of services offered by architects and delivering those services in a manner prioritising the interests of the client and other stakeholders.

The candidate will have the skills necessary to provide a competent service, both singly and as part of a team, including understanding of client needs, appropriate communication, programming, coordination and competent delivery.

This will be supported by knowledge of the briefing process, forms and terms of appointment, the means of professional remuneration, relevant legislation, and the execution of appropriate programmed and coordinated project tasks.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 2.1 Types of clients, their priorities and the management of the relationship
- 2.2 Briefing, organising and the programming of services appropriate to appointment
- 2.3 Architects' contracts, terms of engagement, scope of services and relevant legislation
- 2.4 Obligations to stakeholders, warranties and third party rights
- 2.5 Communication, progress reporting and the provision of appropriate and timely advice
- 2.6 Budget and financial awareness and cost monitoring or control
- 2.7 Responsibility for coordination and integration of design team input
- 2.8 Invoicing, payment of fees and financial management
- 2.9 Intellectual property rights and copyright law

2.10 Duty of care, professional liability, negligence and professional indemnity including insurance

PC3 – Legal framework and processes

A successful candidate will be able to demonstrate understanding of the legal context within which an architect must operate, and the processes undertaken to ensure compliance with legal requirements or standards.

The candidate will have the skills necessary to positively interact with statutory and private bodies or individuals, and competently delivery projects within diverse legislative frameworks.

This will be supported by knowledge of the relevant law, legislation, guidance and controls relevant to architectural design and construction.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 3.1 The relevant UK legal systems, civil liabilities and the laws of contract and tort (delict)*
- 3.2 Planning and Conservation Acts, guidance and processes
- 3.3 Building regulations, approved documents and standards, guidance and processes
- 3.4 Land law, property law and rights of other proprietors
- 3.5 Terms within construction contracts implied by statute
- 3.6 Health and safety legislation and regulations
- 3.7 Statutory undertakers and authorities, their requirements and processes
- 3.8 Environmental and sustainability legislation
- 3.9 Historic buildings legislation
- 3.10 Accessibility and inclusion legislation

** Scotland*

PC4 – Practice Management

A successful candidate will be able to demonstrate understanding of the business priorities, required management processes and risks of running an architectural practice, and the relationship between the practice of architecture and the UK construction industry.

The candidate will have the skills necessary to engage in business administration and ability to resource, plan, implement and record project tasks to achieve stated goals, either individually or within a team.

This will be supported by knowledge of the nature of legal business entities, office systems, administration procedures and the relevant legislation.

- 4.1 The roles of architectural practice in the construction industry
- 4.2 External factors affecting construction and practice at national and international levels
- 4.3 Practice structures, legal status and business styles
- 4.4 Personnel management and employment-related legislation
- 4.5 Practice finance, business planning, funding and taxation
- 4.6 Marketing, fee calculation, bidding and negotiation
- 4.7 Resource management and job costing
- 4.8 Administration, quality management, QA systems, recording and review
- 4.9 Staff development, motivation, supervision and planning
- 4.10 Team working and leadership

PC5 – Building procurement

A successful candidate will be able to demonstrate understanding of UK construction and contract law, construction procurement processes and the roles of built environment professionals.

The candidate will have the skills necessary to plan project-related tasks, coordinate and engage in design team interaction, execute effective contract communication and resolve construction-related challenges and disputes.

This will be supported by an understanding of contractual relationships, the obligations upon an architect acting as contract administrator, job-related administrative systems and the management of projects in the context of the candidate's professional experience.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 5.1 Procurement methods, including for public and larger projects and relevant legislation
- 5.2 The effect of different procurement processes on programme, cost, risk and quality
- 5.3 Collaboration in construction and provisions for team working
- 5.4 Tendering methods, codes, procedures and project planning
- 5.5 Forms of contract and sub-contract, design responsibility and third party rights
- 5.6 Application and use of contract documentation
- 5.7 Roles of design/construction team members and their interaction
- 5.8 Duties and powers of a lead consultant and contract administrator
- 5.9 Site processes, quality monitoring, progress recording, payment and completion
- 5.10 Claims, litigation and alternative dispute resolution methods