



Associate Assessment

Building Control

February 2017



Building Control

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Introduction

In order to become an RICS Associate you must demonstrate that you have knowledge, understanding and practical ability relevant to a specific role – in this case, Building Control.

This guide explains the competencies for your pathway, with examples of how you can show you meet the requirements.

Refer to this guide while preparing your submission for assessment.

The **Associate Assessment Candidate Guide** gives further essential information on how to prepare for the assessment.

Competencies

A competency is the knowledge, skills, abilities and behaviours needed for a particular role or task. RICS competencies equip you to work in your chosen pathway.

The technical competencies are the pathway-specific ‘hard’ skills needed for your role.

The eight mandatory competencies are the ‘soft’ business skills demonstrating your ability to work with colleagues, manage workloads and act with integrity. All candidates, regardless of their pathway, need these skills.

What is Building Control?

This pathway is suitable for people embarking on a career as an adviser (in-house or external) for commercial and public sector occupiers.

Building Control practitioners assess plans and inspect building works to ensure that they comply with building regulations and associated legislation.

Running a company also means complying with legal responsibilities including health and safety, building regulations, fire regulations, access and security. Building Control practitioners advise on these and other essential aspects of building legislation compliance.

The scope is extremely varied and is likely to include:

- health and safety
- advice on fire safety management
- legislative compliance
- advice and guidance relating to access and facilities.

Building Control competencies

You must achieve the following **five** technical competencies:

- applied sustainability
- building control inspections
- construction technology and environment services
- fire safety
- legal/regulatory compliance

Plus **one** of the following:

- building information modelling (BIM) management
- contaminated land
- planning
- works progress and quality management.

You must complete all **eight** mandatory competencies:

- client care
- communication and negotiation
- conduct rules, ethics and professional practice
- conflict avoidance, management and dispute resolution procedures
- data management
- health and safety
- sustainability
- teamworking.

Technical competencies

| Applied sustainability | |
|---|--|
| Description | <p>The performance of residential property is increasingly affected by sustainability and, in particular, energy performance considerations. This competency requires a broad appreciation of the core issues arising. It covers knowledge of the challenges in a broad context, and an understanding of the arguments surrounding the effect of sustainability on property performance, worth and value.</p> <p>It also includes the tools (where available) necessary to assess the energy efficiency of buildings and the practical management decisions required for future-proofing within your area of practice.</p> |
| Requirements | <p>Demonstrate knowledge and understanding of the reasons for improving sustainability and energy efficiency of property at a local, national and international level. Understand the principles of sustainability and provide evidence of practical application appropriate to your area of practice. Be aware of new innovations and how these might reduce consumption of energy and other natural resources. Appreciate that there may be areas where it is necessary to seek specialist advice.</p> |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> historical background/context – Kyoto, Brundtland, Earth Summits, Climate Change the legal and policy framework underpinning sustainability and energy efficiency in your region how sustainability relates to property – (energy efficiency, accessibility, environmental appraisal, flexibility, lifestyle etc), including an appreciation of the key threats to sustainable property use and performance how property occupiers are affected by economic, social and environmental sustainability concerns the effects sustainability and, in particular, energy performance measures will have on the performance, worth and value of a property. <p>Activities</p> <ul style="list-style-type: none"> using and interpreting reports produced with the main sustainability related tools, guides, codes and standards for your region applying the requirements of the relevant legislation in your role and respective area of activity applying the principles of sustainability at design stage plan checking for compliance and when carrying out inspections on site. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> implementation of measures highlighted in energy efficiency reports decisions made on site to ensure compliance ecological and social performance in addition to technical performance provision of rationale on the impact of sustainability on a property and its energy efficiency. |

| Building control inspections | |
|---|---|
| Description | This competency is about being able to apply knowledge of the relevant law, building legislation, regulations and standards on site inspections to ensure that buildings are safe and suitable for use. |
| Requirements | Undertake building inspections of work in progress in order to assess compliance with building legislation. Demonstrate the ability to observe, assess and take authoritative action in respect of contraventions of building legislation on site. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> regulatory compliance requirements covering building control site inspections relevant national/international building legislation and related practices and provisions relevant building regulations/standards and supporting guidance. <p>Activities</p> <ul style="list-style-type: none"> ensuring work carried out on site complies with relevant law, regulations and standards distinguishing dangerous structures and contravening works from approved works using alternative methods of achieving compliance taking decisions on site. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> dispute resolution, handling conflict, construction issues the impact of the inspection process on the construction procedures taken to ensure statutory guidelines are followed when taking enforcement action on contravening works where seen on site procedures taken to ensure statutory guidelines are followed when taking action for dangerous structures where seen on site. |

| Construction technology and environmental services | |
|---|---|
| Description | This competency covers the design and construction of buildings and other structures. Candidates should have a clear understanding of the design and construction processes commonly used in the construction industry. They should have a detailed knowledge of construction solutions relevant to their projects. |
| Requirements | Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice. Apply your knowledge to the design and construction process. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> the stages of design from inception to completion the impact of current legislation and regulations (both national and international) how the various elements of the structure work and interrelate the process of constructing the works operational maintenance processes post completion. <p>Activities</p> <ul style="list-style-type: none"> appreciating how design processes vary for different types of building such as clear span requirements for warehousing or acoustic requirements for accommodation distinguishing alternative construction details in relation to functional elements of the design such as different types of piling or structural frame solutions. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> co-ordination issues design standards/regulation sustainable construction disability requirements pre-fabricated construction solutions. |

| Fire safety | |
|---|---|
| Description | This competency is about being able to apply knowledge of relevant legislation, regulations and standards as applicable to ensure that buildings are safe and suitable for use in terms of fire safety. |
| Requirements | Demonstrate knowledge and understanding of the consequences of fire in a building, how it is modified by the enclosure and how the impact may be controlled. Apply fire safety principles to practical situations so as to minimise the risk from fire to personal injury or death, physical loss and adverse environmental impact. Demonstrate knowledge and understanding of the combustion process; the physics and chemistry of fire; the physiological and psychological effects of fire; and the ability to assess means of escape systems according to circumstance, including fire safety management systems. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> • legal/regulatory compliance requirements in relation to the area of practice • relevant building legislation, standards, regulations and related guidance notes, practices and provisions • the combustion process, the physics and chemistry of fire • the physiological and psychological effects of fire • current means of escape and compartmentation guidance • current construction techniques relating to fire precautions. <p>Activities</p> <ul style="list-style-type: none"> • plan checking of proposed projects to assess compliance with regulations and standards • inspecting projects to assess satisfactory implementation of fire safety features • using alternative methods to demonstrate compliance. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> • discussions and negotiations to achieve compliance with fire safety issues • the impact of fire safety on the design and construction process. |

| Legal/regulatory compliance | |
|---|---|
| Description | This competency is about being able to apply knowledge of the relevant legislation, regulations and standards as applicable to ensure that buildings are safe and suitable for use. |
| Requirements | Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your area of practice. Apply your knowledge to comply with legal/regulatory requirements in specific situations within your area of practice. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> • legal/regulatory compliance requirements in relation to the area of practice • relevant building legislation, and related practices and provisions • relevant building regulations/standards and supporting guidance documentation. <p>Activities</p> <ul style="list-style-type: none"> • plan checking of proposed projects to assess compliance with regulations and standards • inspecting dangerous structures contravening works • assessing demolition procedures and proposals. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> • planning and building control legislation. |

Plus either

| Contaminated land | |
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| Description | This competency is about being able to apply knowledge and an understanding of contaminated land policies relevant to any legislation. Candidates must understand the impact of development in the context of urban and rural land. This also relates to property asset management, transaction and development law and planning and building control. |
| Requirements | Demonstrate knowledge and understanding of how land becomes contaminated through human activities and natural occurrences. Clearly illustrate the implications of contamination for real estate valuation, development and management. Prepare a brief/or specification for the appointment of a specialist[s] to undertake a site investigation. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> the definition of contaminated land under the relevant legislation the importance of the policies and relevance of published guidance and practice notes areas of professional practice where contaminated land is relevant relevant codes, regulations and restrictions within any given region relating to contaminated land. <p>Activities</p> <ul style="list-style-type: none"> liaising with specialist team members to advise on contaminated land for assessment and remediation reviewing site investigation reports to assess possible impact on building regulations interpreting reports relating to contaminated land and addressing the effects on building regulation requirements discussing methods of containment of contaminated land where construction is proposed. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> specific projects where contaminated land has been encountered and remedial measures taken discussions and negotiations to achieve compliance, knowledge and understanding of contaminated land issues and the impact on design and construction process. |

Or

| Building information modelling (BIM) management | |
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| Requirements | Demonstrate knowledge and understanding of the technical, process and collaborative aspects of the use of BIM on projects. Develop and apply management systems to facilitate the use of BIM on projects including unified control and reporting procedures. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> • Understanding of BIM strategies and implementation • Understanding of the various technical options and solutions for information modelling • Understanding of the collaborative processes necessary for BIM adoption • Knowledge of standard classification systems and their use in infrastructure • Knowledge of relevant internationally recognised management standards such as Construction Operations Building Information Exchange (COBie). <p>Activities</p> <ul style="list-style-type: none"> • Preparation of a BIM execution plan • Design and implementation of a BIM management process • Analysis of comparative BIM solutions. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> • Maintenance of an information model • Agreement and implementation of contractual aspects of BIM such as separate protocol • Facilitation and management of project team members for BIM implementation. |

Or

| Planning | |
|---|--|
| Description | This competency is about being able to apply knowledge of the relevant planning law, regulations and standards at design stage through to build. Candidates must understand the impact of development on historical, archaeological and heritage sites. |
| Requirements | Demonstrate knowledge and understanding of the principles of planning. Apply your knowledge to matters relevant to the planning process. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> the relevant strategic planning framework relevant special planning powers for conservation areas, listed building status and trees the requirements for community involvement in the planning system. <p>Activities</p> <ul style="list-style-type: none"> reviewing submitted planning applications to assess possible impact on building regulations applying pre-consultation and negotiation processes to the planning application procedure interpreting strategic planning policies and addressing their effect on building regulations requirements ensuring work carried out on site complies with relevant planning policies distinguishing work not within the scope of approved planning requirements. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> discussions and negotiations to achieve compliance, knowledge and understanding of planning issues the impact of planning on the design and construction process. |

Or

| Works progress and quality management | |
|---|--|
| Description | This competency is about being able to demonstrate and apply detailed knowledge of maintaining standards of construction on site. Candidates must also understand the importance of ensuring quality of works as they progress by means of measuring performance and benchmarking against the relevant standards and quality assurance such as European Standards, ISO or any relevant international standards. |
| Requirements | Inspect and record progress and quality of building works. Report and advise on the adequacy of progress and the quality of building works. |
| Examples of likely skills, knowledge and experience | <p>Knowledge</p> <ul style="list-style-type: none"> • relevant guidance notes and good practice policies • the requirements of recording progress and comparing to programmed works progress • the requirements for quality descriptors as set out in the contract documentation. <p>Activities</p> <ul style="list-style-type: none"> • carrying out site inspections of works being completed on site and preparing the necessary reports showing progress and issues that have arisen • preparing reports and advice for clients detailing the effects of additional instructions, amendments to specifications and the likely effect on progress • recording reports on quality of works on site for in-house and external purposes. |
| Examples of tasks undertaken | <ul style="list-style-type: none"> • quality of works on site and ensuring that the levels of compliance are achieved • management of quality works progress in relation to building regulations. |

Mandatory competencies

| Title | Requirement |
|---|---|
| Client care | <p>Demonstrate knowledge and understanding of the principles and practice of client care including:</p> <ul style="list-style-type: none"> the concept of identifying all clients/colleagues/third parties who are your clients and the behaviours that are appropriate to establish good client relationships the systems and procedures that are appropriate for managing the process of client care, including complaints the requirement to collect data, analyse and define the needs of clients. <p>Demonstrate practical application of the principles and practice of client care in your area of practice.</p> |
| Communication and negotiation | <p>Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations.</p> <p>Demonstrate practical application of these skills in a variety of situations, specifically including where negotiation is involved.</p> |
| Conduct rules, ethics and professional practice | <p>Although this is demonstrated through the RICS ethics module [see Candidate Guide] you should still refer to it [where applicable].</p> <p>Demonstrate knowledge and understanding of the role and significance of RICS and its functions. Also an appreciation of your personal professional role and society's expectations of professional practice and RICS Rules of Conduct and regulations, including the general principles of law and the legal system, as applicable in your country of practice.</p> <p>Demonstrate practical application in your area of practice, being able to justify actions at all times and demonstrate personal commitment to the RICS Rules of Conduct and RICS ethical standards.</p> <p>Demonstrate that you have applied these in the context of advising clients.</p> |
| Conflict avoidance, management and dispute resolution procedures | <p>Demonstrate knowledge and understanding of the techniques for conflict avoidance, conflict management and dispute resolution procedures including for example adjudication and arbitration, appropriate to your pathway.</p> |
| Data management | <p>Demonstrate knowledge and understanding of the sources of information and data, and of the systems applicable to your area of practice, including the methodologies and techniques most appropriate to collect, collate and store data.</p> |
| Health and safety | <p>Demonstrate knowledge and understanding of the principles and responsibilities imposed by law, codes of practice and other regulations appropriate to your area of practice.</p> <p>Demonstrate practical application of health and safety issues and the requirements for compliance, in your area of practice.</p> |
| Sustainability | <p>Demonstrate knowledge and understanding of why and how sustainability seeks to balance economic, environmental and social objectives at global, national and local levels, in the context of land, property and the built environment.</p> |
| Teamworking | <p>Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.</p> |

Continuing professional development (CPD)

In your submission document you must record 48 hours of CPD, this must be 12 months prior to your associate assessment. The following are examples of the type of development relevant to this pathway.

| Building control inspections | | | |
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| Activity type | Purpose | Description | Learning outcomes |
| Organised | To develop my knowledge on the use of domestic sprinklers | Attended a CPD training workshop on domestic sprinklers | I developed an awareness of various types of domestic sprinklers available, together with undertaking a case study to support their use. This included the advantages and disadvantages of the system against alternative methods in achieving compliance |
| Construction technology and environment services | | | |
| Activity type | Purpose | Description | Learning outcomes |
| Organised | To develop my knowledge on building foundation designs | Attended a seminar on ground conditions and designing foundations | I have enhanced knowledge of ground and soil conditions and how to demonstrate appropriate foundation design. This will enable me to help the client overcome any issues that may arise on site due to poor or built up ground. I have a significant understanding of underpinning, piling and raft type foundations. I am also aware now of how concrete tests are undertaken to establish cured strength |

| Legal/regulatory compliance | | | |
|-----------------------------|--|---|--|
| Activity type | Purpose | Description | Learning outcomes |
| Work-based | To understand the regulatory and statutory procedures undertaken to register an application for any proposed works that require approval | Attended an in-house seminar on the various options for achieving approval for work requiring building control approval | The training seminar provided me with an insight into the legislation from which the regulations and standards are derived. I also have a better knowledge of the methods by which an application is made together with the options available within the private and public sector building control bodies. I also learnt that to remain competitive, it is necessary to maintain client satisfaction whilst ensuring that the competition remains within ethical boundaries |
| Fire safety | | | |
| Activity type | Purpose | Description | Learning outcomes |
| Work-based | To understand fire strategy for a building of designated use | I attended a pre-application meeting with my line manager and the client's representative/project manager and fire engineer | As the meeting progressed I learnt more about how the fire strategy had taken shape. A risk assessment was carried out based on the building's use with factors such as occupancy, exit sizes and measures for early warning. The project manager was keen to ensure the client was not required to opt for expensive methods to achieve compliance. I took notes during this meeting and this further widened my understanding |



Confidence through professional standards

RICS promotes and enforces the highest professional qualifications and standards in the development and management of land, real estate, construction and infrastructure. Our name promises the consistent delivery of standards – bringing confidence to the markets we serve.

We accredit 125,000 professionals and any individual or firm registered with RICS is subject to our quality assurance. Their expertise covers property, asset valuation and real estate management; the costing and leadership of construction projects; the development of infrastructure; and the management of natural resources, such as mining, farms and woodland. From environmental assessments and building controls to negotiating land rights in an emerging economy; if our professionals are involved the same standards and ethics apply.

We believe that standards underpin effective markets. With up to seventy per cent of the world's wealth bound up in land and real estate, our sector is vital to economic development, helping to support stable, sustainable investment and growth around the globe.

With offices covering the major political and financial centres of the world, our market presence means we are ideally placed to influence policy and embed professional standards. We work at a cross-governmental level, delivering international standards that will support a safe and vibrant marketplace in land, real estate, construction and infrastructure, for the benefit of all.

We are proud of our reputation and we guard it fiercely, so clients who work with an RICS professional can have confidence in the quality and ethics of the services they receive.

United Kingdom RICS HQ

Parliament Square, London SW1P 3AD
United Kingdom

t +44 (0)24 7686 8555
f +44 (0)20 7334 3811
contactrics@rics.org

Media enquiries pressoffice@rics.org

Ireland

38 Merrion Square, Dublin 2,
Ireland

t +353 1 644 5500
f +353 1 661 1797
ricsireland@rics.org

Europe

[excluding UK and Ireland]

Rue Ducale 67,
1000 Brussels, Belgium
t +32 2 733 10 19
f +32 2 742 97 48
ricseurope@rics.org

Middle East

Office B303,
The Design House,
Sufouh Gardens,
Dubai, UAE
PO Box 502986

t +971 4 446 2808
ricsmena@rics.org

Africa

PO Box 3400, Witkoppen 2068,
South Africa

t +27 11 467 2857
f +27 86 514 0655
ricsafrica@rics.org

Americas

One Grand Central Place,
60 East 42nd Street, Suite #542,
New York 10165 – 2811, USA

t +1 212 847 7400
f +1 212 847 7401
ricsamericas@rics.org

South America

Rua Maranhão, 584 – cj 104,
São Paulo – SP, Brasil

t +55 11 2925 0068
ricsbrasil@rics.org

Oceania

Suite 1, Level 9,
1 Castlereagh Street,
Sydney NSW 2000. Australia

t +61 2 9216 2333
f +61 2 9232 5591
oceania@rics.org

East Asia

3707 Hopewell Centre,
183 Queen's Road East
Wanchai, Hong Kong

t +852 2537 7117
f +852 2537 2756
ricseastasia@rics.org

China [Shanghai]

Room 2006, Garden Square,
968 Beijing Road West,
Shanghai, China

t +86 21 5243 3090
f +86 21 5243 3091
ricschina@rics.org

China [Beijing]

Room 2507-2508B, Jing Guang Centre,
No.1 Hu Jia Lou Road, Chaoyang District
Beijing 100020, China

t +86 10 6597 8586
f +86 10 6581 0021
ricschina@rics.org

Japan

Level 14 Hibiya Central Building,
1-2-9 Nishi Shimbashi Minato-Ku,
Tokyo 105-0003, Japan

t +81 3 5532 8813
f +81 3 5532 8814
ricsjapan@rics.org

ASEAN

#27-16, International Plaza,
10 Anson Road,
Singapore 079903

t +65 6812 8188
f +65 6221 9269
ricssingapore@rics.org

South Asia

48 & 49 Centrum Plaza,
Sector Road, Sector 53,
Gurgaon – 122002, India

t +91 124 459 5400
f +91 124 459 5402
ricsindia@rics.org