

## CERTIFICATE IN PLANS EXAMINATION

### FOUR-DAY TRAINING PROGRAMME

CPD 24 HOURS

09.00hrs Registration

Following discussions with employers and members, it appears that individuals are experiencing problems with satisfying the plan checking standards for commercial and domestic properties. As a response, this programme focuses on examination of plans for the first two days, covering both commercial and domestic premises in a workshop format with feedback on a case-by-case basis. The second element is a two-day programme, one month later, comprising a further day's plans examination and a final day of plans examinations under 'office conditions'. Delivery will incorporate an in-depth analysis of plans and, therefore, the programme is only suitable for those who have experience and are familiar with the content of the Approved Documents. Those without this experience should undertake an Introduction to Plans Examination and Building Regulatory Compliance.

#### PROGRAMME AIMS

To provide knowledge and techniques for Plans Examination, covering both commercial and domestic premises.

#### PROGRAMME

##### PART 1

##### DAY 1

- A review of the legislation applicable to plans examination, plans examination methods, options for compliance, Approved Documents or alternative measures and systems, contraventions and requirements for further information, approval or rejection.
- The need for and benefits of pre-submission consultation, research and effective communication with the client/customer.
- Plans Examination (residential). A small project to set the scene within a group context, the aim is to review the drawings, analyse the details and fully annotate them using the Approved Documents as the base level for compliance. Alternative methods for compliance and the role of compensatory/alternative measures are explored.
- Plans Examination (commercial). A review of a 'small' commercial, non-residential scheme continuing the morning's approach and the application of the regulations and guidance.

##### DAY 2

- Plans Examination – Feedback in respect of the commercial project.
- Plans Examination – Introduction of a mixed project combining mixed non-residential uses with residential, requiring significant application and review of the technical criteria associated with regulatory compliance, Approved Documents and supporting guidance. The key aim is to develop and reinforce the approach to complex schemes whilst considering alternatives for compliance.
- Review of the combined use scheme, discussion and feedback, investigation of action points for exploration and development.
- Review of days 1 & 2. Preparatory work for second element of the course, exchange of details, benefits of network support and technical exchange.
- Issue of course-work.

##### PART 2

##### DAY 3

- Introduction and review of activities completed during days 1 & 2 of the programme and the course-work.
- Review of workplace activity during the interim period.
- Plans Examination. A review of a more complex combined use building, within a group setting, involving measurement, calculation and application of the building regulations and supporting guidance. The activity will require the full annotation, as far as practicable, of the scheme to enable it to achieve either full or conditional approval.
- Review of the plans examination process, information required, contraventions and alternative solutions for compliance if available or appropriate.

##### DAY 4 – SECTION A (EXAMINATION)

- A client's brief including drawings and details relating to a building project will be provided.
- The task will be to check the proposals over a seven-hour period, in relation to the relevant Building Regulations, Technical Standards and Associated Legislation.
- The project focus may address, but will not be limited to:
  - A new build project
  - Adaptation of an existing building for another use
  - Extension of an existing building
  - A repair, maintenance and/or a refurbishment project
  - A remodelling of the external features to an existing building
  - Redevelopment of a building behind an existing façade, or
  - A combination of any of the above.

Successful completion of this element meets the criteria for Section A of the Evaluation of Professional Competence. If you are seeking progression to membership you are required to attend the mandatory Route to Membership seminar prior to attempting Section B of the Membership Examination.

Candidates should bring with them the Building Regulations and any other supporting evidence they would use on a day-to-day basis. Candidates are also required to bring pens, scale rules, calculators, Approved Documents and other support material for use during the examination exercises.

#### FEES

**£950 + VAT**

**10% Member/Affiliate Discount**

Accommodation can be arranged for a supplementary cost