



## MODULE SPECIFICATION

Part 1: Information			
Module Title	Professional Consultancy and Contract Administration		
Module Code	UBLLB1-30-2	Level	Level 5
For implementation from	2020-21		
UWE Credit Rating	30	ECTS Credit Rating	15
Faculty	Faculty of Environment & Technology	Field	
Department	FET Dept of Architecture & Built Environ		
Module type:	Standard		
Pre-requisites	None		
Excluded Combinations	None		
Co- requisites	None		
Module Entry requirements	None		

Part 2: Description
<p><b>Educational Aims:</b> Developing the skill needed for professional consultancy and contract administration in the construction industry</p> <p><b>Outline Syllabus:</b></p> <ol style="list-style-type: none"> <li>1. The procurement routes for construction projects and comparison of the various forms of contract including JCT and NEC forms</li> <li>2. Review of tender procedures generally and the key contract administration procedures for traditional JCT forms of contract</li> <li>3. The roles of the contractual parties and the various construction professionals including the contract administrator and the principal dispute resolution procedures used in resolving construction disputes</li> <li>4. The principles of the various types of building survey including the importance of the client brief, the range of inspection procedures and the preparation of the report as well as relevant legal implications</li> <li>5: The building surveyor's role as professional consultant including areas of practice, such as professional expert, party wall surveyor and boundary expert, and relevant legal principles</li> <li>6: The principles of landlord and tenant legislation and practice, the legal implications of property management and its neglect and the role of the building surveyor in dilapidations procedures</li> </ol> <p><b>Teaching and Learning Methods:</b> The module will be delivered by means of a series of lectures examining the key principles and relevant practical and legal criteria relating to building</p>

## STUDENT AND ACADEMIC SERVICES

procurement, construction contracts and professional consultancy. The lectures will be supported by linked tutorials which will enable you to develop your own independent learning and reading by exploring deeper practical and legal issues and also to receive formative feedback in a group environment. Formative support for the coursework will also be given by means of the tutorials.

As stated above, teaching will be by way of weekly lectures and tutorials to cover the topic areas. The reason for these tutorials is to expand and challenge your knowledge of the associated lecture and your individual reading on the subject and to provide formative support for the assessments, i.e. the portfolio and the examination. They will be your opportunity to ask questions (and the lecturer to ask you questions) via oral discussion, prepared question sheets or short problem-solving tasks undertaken individually or in small groups.

Information on further reading and study will be given out at lectures and the tutorials as appropriate. It is essential that you devote time to carrying out this further reading and study. A consistent approach throughout the module will help you to keep pace with the delivery of the subject and will enable any problems you may have in understanding the issues to be resolved. You are expected to spend at least 300 hours of study time on this module (this includes lectures and tutorials). Therefore, it is essential that you work out a time management programme to assist you with your studies.

### Part 3: Assessment

Both assessments are aimed at testing the students' knowledge, interpretation and application of the various practical, legal and ethical principles and practice requirements studied throughout the module

The coursework is based on the procedures involved in undertaking a professional building survey and accompanying report on key elements of a small domestic building.

The examination is aimed at testing the students' ability to apply the knowledge gained in the lectures and tutorials to a number of practice-based questions that explore practical and legal issues

First Sit Components	Final Assessment	Element weighting	Description
Portfolio - Component B		50 %	Portfolio to consist of: (A) building survey report with accompanying documentation - (B) original survey notes; (C) set of photographs and (D) sketches of the layout, elevations and roof/s of the inspected building. (1,500 words max).
Examination - Component A	✓	50 %	A seen paper with essay style questions to answer. (2 hours)
Resit Components	Final Assessment	Element weighting	Description
Poster - Component B		50 %	Portfolio to consist of: (A) building survey report with accompanying documentation - (B) original survey notes; (C) set of photographs and (D) sketches of the layout, elevations and roof/s of the inspected building. (1,500 words max).
Examination - Component A	✓	50 %	A seen paper with essay style questions to answer. (2 hours)

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<b>Part 4: Teaching and Learning Methods</b>															
Learning Outcomes	<p>On successful completion of this module students will achieve the following learning outcomes:</p> <table border="1"> <thead> <tr> <th style="text-align: left;"><b>Module Learning Outcomes</b></th> <th style="text-align: left;"><b>Reference</b></th> </tr> </thead> <tbody> <tr> <td>Review and compare the principal procurement routes and forms of building contracts such as JCT and NEC forms, compare tendering procedures for a range of client briefs and undertake a detailed review of the traditional forms of contract</td> <td>MO1</td> </tr> <tr> <td>Summarise the obligations of the contractor and other parties as well as the responsibilities of the contract administrator and other involved construction professionals</td> <td>MO2</td> </tr> <tr> <td>Demonstrate an awareness of how law of contract and tort as well as statute, case law, RICS and other guidance all influence good practice and recognise the need for appropriate dispute resolution procedures to be in place for each building contract</td> <td>MO3</td> </tr> <tr> <td>Appraise the principles, practice and legal requirements of the inspection of buildings by means of building and other surveys and reports</td> <td>MO4</td> </tr> <tr> <td>Summarise legal and practice-based principles and procedures that underpin the surveyor's role in undertaking a range of various professional consultancy activities</td> <td>MO5</td> </tr> <tr> <td>Recognise the principles of landlord and tenant legislation and practice as well as the role of the building surveyor in terms of any dilapidations' procedure that may be required</td> <td>MO6</td> </tr> </tbody> </table>	<b>Module Learning Outcomes</b>	<b>Reference</b>	Review and compare the principal procurement routes and forms of building contracts such as JCT and NEC forms, compare tendering procedures for a range of client briefs and undertake a detailed review of the traditional forms of contract	MO1	Summarise the obligations of the contractor and other parties as well as the responsibilities of the contract administrator and other involved construction professionals	MO2	Demonstrate an awareness of how law of contract and tort as well as statute, case law, RICS and other guidance all influence good practice and recognise the need for appropriate dispute resolution procedures to be in place for each building contract	MO3	Appraise the principles, practice and legal requirements of the inspection of buildings by means of building and other surveys and reports	MO4	Summarise legal and practice-based principles and procedures that underpin the surveyor's role in undertaking a range of various professional consultancy activities	MO5	Recognise the principles of landlord and tenant legislation and practice as well as the role of the building surveyor in terms of any dilapidations' procedure that may be required	MO6
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Reading List	<p><i>The reading list for this module can be accessed via the following link:</i></p>														

<b>Part 5: Contributes Towards</b>	
<p>This module contributes towards the following programmes of study:</p> <p>Building Surveying {With Preparatory Studies} [Sep][FT][Frenchay][2yrs] MSc 2020-21</p> <p>Building Surveying {With Preparatory Studies} [Sep][PT][Frenchay][3yrs] MSc 2020-21</p> <p>Building Surveying [Sep][FT][Frenchay][2yrs] GradDip 2020-21</p> <p>Building Surveying [Sep][PT][Frenchay][3yrs] GradDip 2020-21</p>	