

BUILDING SURVEYING PRACTICE

BUILDING SURVEYING ASSIGNMENT

3000 Word Written Assignment

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Executive Summary

This written assignment involved the students choosing a building and surveying it, with focus on the Executive Summary. The building criteria either had to be from a historic background, if residential, with a value of over £500,000, or a commercial property.

They had to negotiate access with the owners and prepare a Building Survey. The focus of the building surveying written assignment was upon the quality of the Executive Summary, which they had to review once they had prepared the Building Survey. The students have not prepared building surveys prior to this module.

The students were also required to provide supporting documentation, as would be required by RICS Guidance Notes, such as:

1. Confirmation of instruction letter and terms and conditions.
2. Site notes
3. Supporting documentation, such as:
 - how building costs are calculated
 - how building insurance costs are calculated and the rationale behind them
 - preparation of plans of the property

The word count on the assignment was 3,000 words.

Participation

As part of the assignment e-mailing summaries of sections of the report was required:

- External - January
- Internal - February
- Services - March

to show a gradual development in knowledge was taking place to ensure the final focus was on the Executive Summary.

Lecture and Examiners Comments

The final Building Surveys were well presented and were generally of a good standard. There was a mixture of levels of participation from the students throughout the semester from the different groups. Some of the groups worked more individually than others, however we do wish to develop the group working further as we feel this is more inclusive and beneficial in the learning process.

It was an interesting exercise to move the level of knowledge beyond a standard Building Survey to focus on the Executive Summary requirements.

Exam Panel

The marking panel was:

Mark Hurst,
Anglia Ruskin University and Partner 1stAssociated.co.uk

John Maguire,
GEM Associates Limited and past RICS APC/TPC examiner
and past President of RICS Buckinghamshire, Oxfordshire and
Berkshire.

Marking Scheme

Date

Student Name/SID	BUILDING SURVEY MARKING
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10 20 F 30 40 D 50 F 60 B 70 A 80 90 100

<p>1 Executive Summary 40 marks</p> <p>Quality of description and analytical analysis Appropriate action required and options if applicable Costs and importance/ timescale Quality of solution</p>										
<p>2 Report 20 marks</p> <p>Description/Condition/Recommendation Readable/written to appropriate level Contents/Appendix/References/Bibliography Client brief / Information requested / received</p>										
<p>3 Presentation (suitable use of) 20 marks</p> <p>Photos Enhanced Photos (i.e. arrows/ pointing out issues) Sketches Floor Plans OS maps, Google earth References</p>										

Notes/Comments

Marking Scheme

<p>4 Added Value 20 marks Email Summary on each section Site Notes / Meeting Minutes Valuation/Comparables Reinstatement costs BCIS Building costs rational/ source Grouping of property issues Legal Adviser points Commercial DDA and Fire Regulations</p>									
<p>Overall Mark</p>									

<p>Notes/Comments</p>

Building Survey Written Assignment Marks

The marks show a range of marks and are grouped in some instances as the students worked in groups, although they produced their own individual surveys on their own individual properties. It can nevertheless be seen where a group had appropriately evaluated the requirements of the assessment and included all the relevant information.

