











RIBA Plan of Work 2020 Overview

Stage	Outcome	Core Tasks
<p data-bbox="145 412 188 472">0</p>  <p data-bbox="145 584 331 667">Strategic Definition</p>	<p data-bbox="598 383 941 481">The best means of achieving the Client Requirements confirmed.</p> <p data-bbox="598 524 922 696">If the outcome determines that a building is the best means of achieving the Client Requirements, the client proceeds to Stage 1.</p>	<p data-bbox="1054 376 1385 405">Prepare Client Requirements.</p> <p data-bbox="1054 409 1353 533">Develop Business Case for feasible options including review of Project Risks and Project Budget.</p> <p data-bbox="1054 537 1393 598">Ratify option that best delivers Client Requirements.</p> <p data-bbox="1054 602 1406 663">Review Feedback from previous projects.</p> <p data-bbox="1054 667 1348 696">Undertake Site Appraisals.</p>
<p data-bbox="140 770 167 831">1</p>  <p data-bbox="140 965 371 1059">Preparation and Briefing</p>	<p data-bbox="598 763 954 898">Project Brief approved by the client and confirmed that it can be accommodated on the site.</p>	<p data-bbox="1054 763 1390 898">Prepare Project Brief including Project Outcomes and Sustainability Outcomes, Quality Aspirations and Spatial Requirements.</p> <p data-bbox="1054 902 1353 931">Undertake Feasibility Studies.</p> <p data-bbox="1054 936 1273 965">Agree Project Budget.</p> <p data-bbox="1054 969 1390 1028">Source Site Information including Site Surveys.</p> <p data-bbox="1054 1032 1342 1061">Prepare Project Programme.</p> <p data-bbox="1054 1066 1369 1095">Prepare Project Execution Plan.</p>
<p data-bbox="140 1167 183 1227">2</p>  <p data-bbox="140 1346 319 1440">Concept Design</p>	<p data-bbox="598 1144 935 1243">Architectural Concept approved by the client and aligned to the Project Brief.</p> <p data-bbox="598 1285 951 1420">The brief remains 'live' during Stage 2 and is derogated in response to the Architectural Concept.</p>	<p data-bbox="1054 1144 1410 1285">Prepare Architectural Concept incorporating Strategic Engineering requirements and aligned to Cost Plan, Project Strategies and Outline Specification.</p> <p data-bbox="1054 1290 1378 1319">Agree Project Brief Derogations.</p> <p data-bbox="1054 1323 1374 1382">Undertake Design Reviews with client and Project Stakeholders.</p> <p data-bbox="1054 1386 1394 1415">Prepare stage Design Programme.</p>
<p data-bbox="140 1532 183 1592">3</p>  <p data-bbox="140 1727 392 1821">Spatial Coordination</p>	<p data-bbox="598 1525 895 1624">Architectural and engineering information Spatially Coordinated.</p>	<p data-bbox="1054 1525 1358 1753">Undertake Design Studies, Engineering Analysis and Cost Exercises to test Architectural Concept resulting in Spatially Coordinated design aligned to updated Cost Plan, Project Strategies and Outline Specification.</p> <p data-bbox="1054 1758 1286 1816">Initiate Change Control Procedures.</p> <p data-bbox="1054 1821 1394 1850">Prepare stage Design Programme.</p>





Stage	Outcome	Core Tasks
<p>4</p>  <p>Technical Design</p>	<p>All design information required to manufacture and construct the project completed.</p> <p>Stage 4 will overlap with Stage 5 on most projects.</p>	<p>Develop architectural and engineering technical design. Prepare and coordinate design team Building Systems information.</p> <p>Prepare and integrate specialist subcontractor Building Systems information.</p> <p>Prepare stage Design programme. Specialist subcontractor designs are prepared and reviewed during Stage 4.</p>
<p>5</p>  <p>Manufacturing and Construction</p>	<p>Manufacturing, construction and Commissioning completed.</p> <p>There is no design work in Stage 5 other than responding to Site Queries.</p>	<p>Finalise Site Logistics. Manufacture Building Systems and construct building. Monitor progress against Construction Programme. Inspect Construction Quality. Resolve Site Queries as required. Undertake Commissioning of building. Prepare Building Manual.</p>
<p>6</p>  <p>Handover</p>	<p>Building handed over, Aftercare initiated and Building contract concluded.</p>	<p>Hand over building in line with Plan for Use Strategy. Undertake review of Project Performance. Undertake seasonal Commissioning. Rectify defects. Complete initial Aftercare tasks including light touch Post Occupancy Evaluation.</p>
<p>7</p>  <p>Use</p>	<p>Building used, operated and maintained efficiently.</p> <p>Stage 7 starts concurrently with Stage 6 and lasts for the life of the building.</p>	<p>Implement Facilities Management and Asset Management. Undertake Post Occupancy Evaluation of building performance in use. Verify Project Outcomes including Sustainability Outcomes. Adaptation of a building (at the end of its useful life) triggers a new Stage 0.</p>

