



Training & Development
Prospectus

2010/11



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About the Association of Building Engineers (ABE)

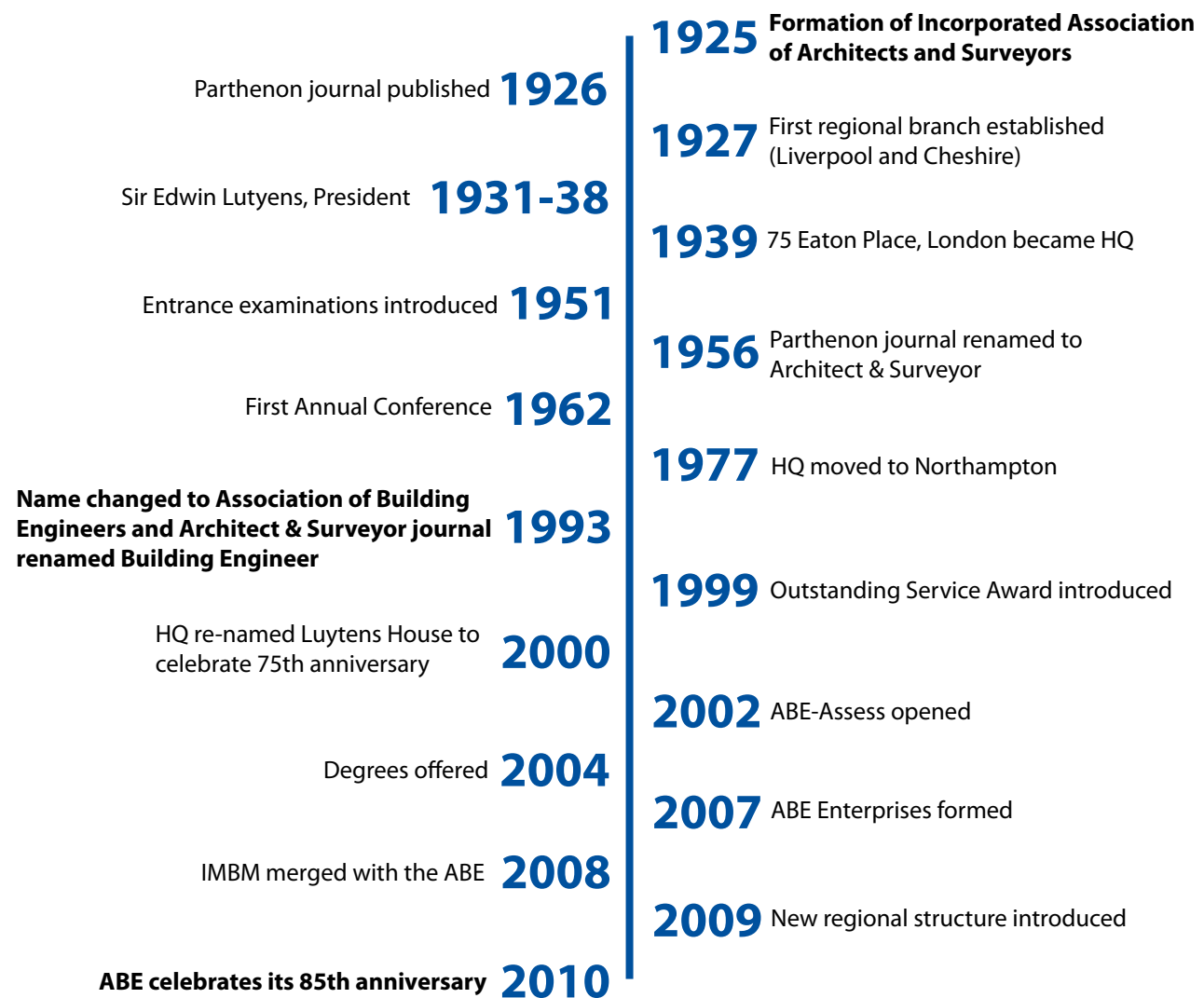
The ABE is the professional membership body for those specialising in the technology of building and has an active regional structure. We provide the prime qualification 'Building Engineer', which reflects the professional expertise of our members, and one that is readily understood in the EU and beyond.

Membership is wide-ranging and drawn from both the UK and overseas. Our freedom from constitutional restraints gives us a unique independence and breadth of influence, with consequent national and international recognition of the qualifications we provide. These are aimed at both the public and private sectors and construction industry at large. We are also represented on educational, codes and standards, legislative, technical and other advisory bodies.

ABE Objectives:

- To promote and advance the knowledge, study and practice of each, and all, of the arts and sciences concerned with building technology, planning, design, construction, maintenance and repair of the built environment
- The creation and maintenance of a high standard of professional qualification, conduct and practice
- To encourage and facilitate co-operation between the construction professions.

Our 85 Year History:



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Complete a Booking Form (found in the centre of the prospectus) and return it to us by fax to 01604 784220 or e-mail: info@abe.org.uk. Alternatively speak to a member of our Events Team on 01604 404121.

Welcome



As ABE President for 2010/11, I am proud to welcome both members and non-members alike to our new Training & Development Prospectus. At the ABE we have the expertise and industry contacts essential for providing both organisations and individual professionals with effective training solutions relevant to today's competitive marketplace.

We aim to be proactive with our training programmes and promote and instill a culture of training and professional development to organisations, with the objective of improving customer business and the industry overall.

I am sure you are all aware of the importance of training and development, and at the ABE our diverse and comprehensive training programme can help you to ensure that both your employees, and you, are continually up to date with the skills and industry expertise required for the future. With our high calibre of training staff, it means we are increasingly becoming a choice provider for organisations within the market sector and I would encourage you all to take advantage of our excellent programme.

We are confident that, whatever your training requirements, we will deliver a learning programme that is right for you.



Simon Lawes
Association of Building Engineers
President 2010/11

The Built Environment is evolving rapidly, introducing new technologies and construction techniques. ABE members are adapting to these changes and remain at the forefront of the industry. This Prospectus includes a wider range of training opportunities to reflect this increasing skills base.

The Association has a proven track record in offering training solutions which are up to date, practical and of real relevance. This Prospectus builds on this experience and offers an improved range of courses, all of which can be provided in a variety of ways to meet your needs. Flexibility is key, so we offer courses at a range of locations across the UK and Ireland. You can select from a number of delivery formats to best suit your organisation, maximising the benefits from the resources available. Our speakers have a wealth of knowledge and expertise to assist you with the key areas of your business.



We are committed to meeting the needs of our members, and we are able to provide any course on an in-house basis at a time and place to suit your requirements. We can also provide bespoke learning solutions for you and your staff to meet the training needs which are relevant to your business.

Opportunities are offered for those wishing to gain expertise in specific areas, such as Fire and Sustainability as well as those seeking a more basic understanding of the issues involved such as Structural Design for Non Structural Engineers.

In addition to our extensive professional development and CPD programme, we are also able to offer more formal, internationally recognised qualifications through a suite of NVQs and Degree programmes.

Members and Affiliated organisations can often take advantage of significant discounts in the cost of courses, and we have strived to keep the costs as low as possible, whilst maintaining the quality which we are known for.



Kevin Blunden
Deputy Chief Executive (Technical)

The construction and property industries offer a wealth of learning opportunities for individuals and employers wishing to participate in the creation and maintenance, adaptation and protection of the Built Environment for future generations. The ABE has developed a pilot Advanced Apprenticeship Scheme in conjunction with Asset Skills which is offered on behalf of the South East England Development Agency (SEEDA).

The Scheme consists of two areas: the first is an 18-month academic programme leading to a Technical Certificate. The second is an NVQ Level 3 in Surveying, Property and Maintenance.

The Scheme covers the areas of Building Surveying, Quantity Surveying, Maintenance and General Practice. In addition, it will provide individuals with knowledge, understanding and skills within the areas of:

- Personal development
- Health, safety and welfare
- Data collection and use
- Construction methods
- Materials, conditions and measurements
- Dispute resolution
- Cost control.

The Scheme will enable individuals to gain work-based experience alongside academic training to develop their career within the construction and property industries. It will also provide employers with an ideal route to training surveyors for the future, equipping them with the basic skills required to become key industry players.

Entry requirements:

This Scheme, as a pilot, is currently being offered to individuals aged 19+ who hold GCSEs in Maths and English/Welsh at C grade or above, and are employed in the disciplines of Building Surveying, Quantity Surveying, Maintenance or General Practice.

Delivery of the Academic Programme (Technical Certificate):

The principle aim of the Certificate is to support the knowledge and understanding of the elements of the NVQ Level 3 in Surveying, Property and Maintenance. The Academic Programme will be delivered in a modular format over an 18-month period and individuals are required to attend/participate in a number of training and development days per month, delivered as either two or three consecutive days.

The Programme includes classroom-based sessions, individual and team activities, presentations, as well as technical visits and individual course assignments. Candidates are expected to attend all training sessions and submit all assignments set. Each module concludes with a multiple choice examination provided by the Awarding Body to test the candidate's understanding and appreciation of the topic areas studied and to recognise competence.

When commencing the Programme, candidates will meet with their designated assessor to start working on their NVQ portfolio, for completion throughout the remaining months of the training programme. Meetings with the assessor will be scheduled at regular intervals. Assessors will visit the individual's workplace on occasions to meet with the manager and workplace mentor to discuss progress, provide feedback and observe the individual within the working environment.

National Vocational Qualification (NVQ):

The NVQ illustrates the candidates ability to deliver within the workplace. As such, the candidate will be required to compile a portfolio of evidence using day-to-day work activities and experience to meet unit requirements of the National Occupational Standards (NOS) and to enable achievement of the NVQ Level 3 in Surveying, Property and Maintenance.

All candidates will be supported by an assessor throughout the NVQ development, to assist them in identifying and collecting evidence. Candidates are required to complete all four core units plus three optional units based on the career route chosen.

Price for Members and Non-members:

Full Advanced Apprenticeship including Technical Certificate and NVQ	£5,250 + VAT
Technical Certificate programme	£3,600 + VAT
NVQ programme	£2,100 + VAT

ABE-Assess is the Accredited Assessment Centre for the ABE. The Assessment Centre was approved in 1999 and offers a wide range of National Vocational Qualifications (NVQs), Vocationally Related Qualifications (VRQs) and Certificates and Diplomas for individuals involved in, or wishing to work within, the Built Environment. All qualifications offered are accredited by the Awarding Body for the Built Environment (ABBE) and/or Edexcel, and the Qualifications Curriculum Authority (QCA).

NVQs allow candidates to achieve a nationally recognised qualification confirming competence and professional skills within a real work environment. It requires a portfolio of evidence to be produced from activities undertaken within the workplace, along with observations of working practice being carried out on site.

NVQs are currently undergoing a change into a new QCF format. This will bring it in line with other qualifications within Further Education such as Degrees, by awarding credits per units. The change will be taking place over the next year which may result in the qualifications potentially changing titles and levels. Please contact the NVQ and Awards Team for the latest updates and a full list of current qualifications.

Induction dates for qualifications: 15 October 2010, 03 February 2011 and 08 July 2011. These may be subject to change and if required additional dates will be scheduled to meet high demand.

A few of the NVQs we currently offer are:

Edexcel

Construction Site Supervision Level 3: Developed for experienced Construction Site Supervisors and those developing their skills in the role. The qualification reflects the supervision and control of a construction site, in terms of people and the control, monitoring and maintenance of projects. This ensures communication between team members, suppliers and associated parties is maintained, providing good customer service and reliable delivery.

Construction Contracting Operations Levels 3 and 4: Developed for technical people working in a wide range of job roles including people who may be considered to be office based such as estimators, quantity surveyors, buyers and planners; and those considered to be site based who undertake a role in a similar area.

Construction Site Management Level 4: Designed for Construction Site Management practitioners working in building – general and housing, civil engineering and highways. It is suitable for existing Construction Site Managers who are seeking to achieve recognition and those developing their abilities within this occupation.

Construction Management Level 5: Designed for Construction Managers working in a wide range of job roles including Contracts Managers, Estimating Managers, Operations Directors of smaller construction companies, Property and Facilities Managers and Specialist Construction Managers. Construction management covers all stages of the development cycle from feasibility to demolition. It has been developed by practising Construction Managers, supported by the relevant professional institutes, employers' bodies and the Construction Industry Council (CIC).

ABBE

Built Environment Development and Control Levels 3 and 4: The Level 3 qualification is aimed primarily at support staff working in the field of Planning (including planning administration, enforcement and technical activities), Conservation and Building Control. This may involve dealing with a variety of tasks such as submitting/assessing applications, or advising/organising projects. Candidates may work for local authorities, other public organisations, be an approved inspector or in private sector consultancies.

Level 4 is aimed at more senior staff who have a significant role in the fields of Planning, Conservation and Building Control. It provides a means of recognising the competence of the professional.

Surveying Property and Maintenance Levels 3 and 4: The Level 3 qualification has been developed for built environment practitioners working in the fields of Maintenance Supervision, quantity surveying, general practice, building surveying and valuation. Candidates may be involved in various tasks so the award is tailored to include units to cover the provision of evidence for these tasks.

Level 4 has been designed for Built Environment practitioners working in the fields of Maintenance Management, General Practice, Building Surveying and Valuation in a variety of roles. It aims to enhance the candidate's performance in the workplace enabling them to provide evidence to meet the requirements of each unit. Candidates may need to widen their current job roles to achieve the evidence required.

Price for members and Non-members:

Level Three	£2,100 + VAT
Level Four	£2,300 + VAT
Level Five	£2,800 + VAT

Vocationally Related Qualifications (VRQs) are designed for people wishing to start a new career in an area/ industry in which they are not currently working. Courses are on demand and we are able to tailor them to your needs, therefore, no start dates are published.

Certificate in Valuation for Secured Lending (CertValSL)

Who would benefit:

Home Inspectors looking to produce Residential Valuations for secured lending purposes.

To register for the course candidates must:

- Submit a CV
- Registration form
- Payment
- HI certificate or registration number

Once accepted by the ABE candidates will be enrolled with Manchester Open Learning (MOL).

Aim:

Distance learning for eight weeks with materials provided by MOL, covering: the knowledge in methodology, factors affecting value, and supply and demand theory. You will also receive self assessment questions and answers.

Objective:

- Candidates will get full tutor support via telephone and e-mail during the period of distant learning
- A one-day workshop at MOL including exercises with feedback, lectures and details on the portfolio requirements
- Candidates will need to build a portfolio with ten valuations using the same property matrix as in the HI Qualification, (pre-, inter- and post-war with detached, semi, terraced and flats as the property types). You must also include comparable and investment valuation methodology, a new-build property and at least three reports must be based on HCRs
- Candidates will take an ABBE Exam. This must be passed to hold the qualification. This exam can be taken anytime after the workshop.

PRICE

£1300 + VAT (ABE Members)
£1450 + VAT (Non-members)

Certificate in Fire Risk Assessment

Who would this benefit:

This ABBE level 3 certificate is aimed at those who intend to carry out Fire Risk Assessments as 'competent persons'. It is suitable for both in-house assessors and independent consultants. Once qualified candidates will produce Fire Risk Assessments on non-complex, low to medium-rise buildings with low to medium occupancy.

To register for the course candidates must:

- Submit their CV
- Submit Registration form
- Submit Payment
- Have attended the Certificate in Fire Studies course run by the ABE.

Objective:

- Candidates will attend an induction day held at ABE HQ; this covers portfolio requirements and guidance on compiling a portfolio
- Candidates will produce a portfolio of at least three reports
- Candidates will take an ABBE exam; this must be passed to hold the qualification. It can be taken at any time.

PRICE

£1100 + VAT (ABE Members)
£1200 + VAT (Non-members)

Domestic Energy Assessment (DEA)

Aim:

This ABBE Level 3 Diploma enables the qualified person to produce Energy Performance Certificates (EPCs) for existing dwellings in the sale or rental market.

Objective:

- Candidates will undertake two days of training:
 - Day 1 RDSAP software and methodology (optional)
 - Day 2 workshop covering the ABBE exam, NOS, Health & Safety, Site Notes and Portfolio Building Guidance
- Candidates will take an ABBE exam, this must be passed to hold the qualification. The exam can be taken at any time.

PRICE

Days 1 and 2 (dates available upon request)

£1075 + VAT (Member)

£1200 + VAT (ABE non-members)

Day 2 only (if experienced using RDSAP or SAP)

£850 + VAT (ABE Members)

£1000 + VAT (Non-members)

Public Building Energy Assessor (PBEA)

Aim:

This ABBE Level 3 Diploma enables those qualified to produce Display Energy certificates (DECs) and Advisory Reports (ARs) for publicly owned buildings, such as schools, hospitals and council buildings.

Objective:

- Candidates will undertake two days of training:
 - Day 1 DEC and ARs. Including how to use the software using case studies
 - Day 2 Exam and portfolio building workshop
- You will produce at least three DECs and associated ARs
- You will take an ABBE exam and this must be passed to hold the qualification. The exam can be taken at anytime.

PRICE

Days 1 and 2 (dates available upon request)

£1650 + VAT (Member)

£1750 + VAT (Non-members)

Non Domestic Energy Assessment Level 3

Aim:

This ABBE Level 3 Diploma enables those qualified to produce Energy Performance Certificates for Level 3 commercial buildings (up to 12kW cooling, 100kW heating).

Objective:

- Candidates will undertake four days training including:
 - exam workshop
 - SBEM methodology and zoning
 - case studies and data collection
 - plans and an overview of construction services and technology
- Candidates will produce a portfolio of at least three reports and supporting documentation covering a matrix of build types
- Candidates will take an ABBE exam and this must be passed to hold the qualification. The exam can be taken at any time.

PRICE

Days 1 and 4 (dates available upon request)

£2000 + VAT (Member)

£2100 + VAT (Non-members)

Non Domestic Energy Assessment Level 4

Aim:

This ABBE Level 4 Diploma can only be used as a top up from Level 3 and enables those qualified to produce Energy Performance Certificates for Level 4 commercial buildings (up to 12kW cooling, 100kW heating).

Objective:

- Candidates will undertake two days' training (top-up) including:
 - exam workshop
 - advanced services and construction technology with SBEM data input.
- Candidates will produce a portfolio of at least three reports and supporting documentation covering a matrix of complex build types including one new build
- Candidates will take an ABBE exam and this must be passed to hold the qualification. The exam can be taken at anytime.

PRICE

Days 1 and 2 (dates available upon request)

£1200 + VAT (ABE Members and Non-members)

The Courses:

The ABE, in partnership with Sheffield Hallam University, is pleased to offer the popular BSc (Hons) Building Engineering Degree and BSc (Hons) Building Control Engineering Degree. The programmes provide opportunities for ABE members to gain full membership through a high quality learning experience.

Each degree is designed to meet the Quality Assurance Agency's subject benchmark for graduates in Building and Surveying. The programmes give ABE members the opportunity to gain knowledge on the learning outcomes for building engineers, as defined by the Construction Industry Board (CIB) Educational Framework. The Awards are validated by Sheffield Hallam University.

Both degree programmes enable Associate and Corporate Members of the ABE to:

- achieve an honours level degree
- develop academic and lifelong learning skills
- increase subject specific knowledge and skills in professional practice
- allows Associates to progress to Corporate ABE Membership
- develop and maintain required levels of CPD.

Programmes increase your understanding of research methods and use a mixture of: tutorials, workshops, seminars, group work and directed independent study. This improves your skills in the Building Engineering/Building Control areas.

The programmes focus on career progression and employability and qualifications like these can open up career opportunities at senior technical and management levels, especially in local planning authorities and other building control surveying/consultancy organisations

Attendance:

Each programme is made up of three semesters. The delivery of lectures, tutorials and seminars is offered on a part-time basis, with each taught session taking place over two or three days.

Assessment:

You must demonstrate that you can apply knowledge, understanding and skills in a range of coursework assessment methods including:

- professional reports
- verbal presentations
- closed examinations.

Entry Requirements:

The minimum entry criteria is 240 academic credits (or CATS points). Candidates with an HND or Foundation Degree can obtain direct entry to either of the Degree programmes as they will normally have reached the minimum level of 240 academic credits.

A candidate with an HNC qualification will have points varying between 120 credits and the 240 credit level threshold depending upon the number of modules/units completed with the original educational establishment.

For all qualifications that fall short of 240 points, entry to the top-up award will be through the University's Accreditation of Prior Experiential Learning (APEL) route. This simply means that the candidate will be required to provide a written report prior to starting the actual BSc (Hons) programme. This report in essence makes up the shortfall in credit points and forms part of the top-up degree.

Each candidate will be reviewed on an individual basis by Sheffield Hallam University to confirm the number of credits previously obtained.

There is a fee for the submission and assessment of the report and this will vary depending upon the number of credit points an HNC candidate already has. The cost to the HNC candidate will be £100 per 10 credit shortfall. Evidence of existing credit points must be provided at the start of Semester One.

(Example: an HNC candidate wishing to enrol on the top-up degree programme with 150 credit points will have a 90 credit shortfall. The fee will be: 90 credits divided by 10 x £100. Example $90/10 \times £100 = £900$).

PRICE

£4,475 + VAT Full Programme (with accommodation)

£4,000 + VAT Full Programme (without accommodation)

February intake: contact us for dates and booking forms.

BSc (Hons) Building Control Engineering

This programme consists of eight modules.

Research methods:

You create and develop research aims, objectives and hypotheses. This module makes you aware of the essential requirements of methods for research projects.

Reflection on professional experience:

Independent judgement and self-awareness skills allow you to reflect on and evaluate your own professional experience. You will develop alternative learning strategies and improve your communication skills.

Management of health & safety at work:

This module reviews key aspects of Built Environment related Health & Safety legislation. You develop your knowledge and practice of health & safety management.

Advanced building control:

You develop your understanding of the issues involved in operating the building control function. You examine the professional role of the Building Control Surveyor in local authority and private sector environments.

Fire studies:

We develop your knowledge of the combustion process by explaining the physics and chemistry of fire. The module analyses the physiological and psychological effects of fire and the practical issues about implementing fire safety in buildings.

Geotechnics:

This module develops your understanding of soil mechanics and applies your knowledge to a range of geotechnical problems. You investigate various types of foundations and their use, applying your knowledge to the solution of practical problems.

Structural engineering design:

Using your understanding of design processes, you show how they can be applied to the solution of practical problems in an appropriate way. You interpret the general behaviour of construction materials in relation to their design, and study the processes of structural design in accordance with current Codes of Practice.

Sustainable construction:

You identify and explain the principles of environmental management as applied in the Built Environment.

BSc (Hons) Building Engineering

This programme consists of eight modules.

Research methods:

You create and develop research aims, objectives and hypotheses. This module makes you aware of the essential requirements of methods for research projects.

Reflection on professional experience:

Independent judgement and self-awareness skills allow you to reflect on and evaluate your own professional experience. You will develop alternative learning strategies and improve your communication skills.

Management of Health & Safety at work:

This module reviews key aspects of the Built Environment related Health & Safety legislation. You develop your knowledge and practice of Health & Safety management.

Advanced building control:

You develop your understanding of the issues involved in operating the building control function. You examine the professional role of the Building Control Surveyor in local authority and private sector environments.

Principles and practice of management:

You identify and evaluate management theory and practice. You consider management theory, quality models, cultural theory, team working and performance measurement.

Project and site management:

You explore the contribution of the planning process within integrated project management systems. This includes using planning software to prepare and analyse a network programme for a more complex construction project and developing method statements for different stages of the construction process.

Fire studies:

We develop your knowledge of the combustion process by explaining the physics and chemistry of fire. The module analyses the physiological and psychological effects of fire and the practical issues about implementing fire safety in buildings.

Sustainable construction:

You identify and explain the principles of environmental management as applied in the Built Environment.

Certificate in Building Control Studies

Two-Week Course

Course Overview:

This comprehensive programme is being delivered as a result of member, employer and industry demands. It is for individuals looking for an introduction to, or a refreshment on, the legislative and technical elements of Building Control and their application.

Objective:

To provide an up-to-date overview of the legislative controls that govern the design, construction maintenance and use of property within the Built Environment.

Programme:

Week One: Legal Controls

- Building Control Systems
- Building Control, the Regulations and their delivery
- Building Control and Related Provisions
- Review and application of Approved Documents
 - Part L: Conservation of Fuel and Power
 - Part A: Structure
 - Part C: Site Preparation and Resistance to Moisture
 - Part D: Toxic Substances

Week Two: Technical Controls

- Review and application of Approved Documents
 - Part G: Sanitation, Hot Water and Water Efficiency
 - Part H: Drainage and Waste Disposal
 - Part E: Resistance to the Passage of Sound
 - Part J: Heat Producing Appliances
 - Part P: Electrical Safety – Dwellings
 - Part K: Protection from Falling, Collision and Impacts
 - Part M: Access and Facilities for Disabled People
 - Part N: Glazing: Safety in relation to Impact, Opening and Cleaning
 - Part F: Ventilation
 - Part B: Fire Safety

Equipment Required:

Candidates must bring pens, scale rules, calculators, Approved Documents and any other supporting material for use during the course.

Course Assessment:

Completed projects must be submitted within one month of issue. Satisfactory completion of the full programme/assessment will lead to the ABE Certificate in Building Control Studies.

DATES

All dates are held at HQ Northampton.

Week One	Week Two
18-22 October 2010	8-12 November 2010
28 March-01 April 2011	23-29 May 2011
26-30 September 2011	17-21 October 2011

PRICE

£1300 + VAT Full Course
£675 + VAT One Week
10% Training Affiliate Discount

NEW For 2011 - Building Control for Non-Building Control Surveyors

One-Day Course

Objective:

This seminar is intended to provide an overview of the requirements of the Building Act and Building Regulations for those not dealing with them on a daily basis or new entrants to the sector. The day will look at the main legislative requirements, choices of building control provider and the processes of building regulation applications.

Programme:

- Background
- Scope of control
- Building control providers
- Application types
- Demonstrating compliance
- Enforcement

DATES

11 January 2011	HQ Northampton
28 June 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

Seven-Day Course

Course Overview:

As a result of industry demand, these hands-on workshops will examine a series of plans, taking into account how the Approved Documents and Subsidiary Legislation would apply.

Objective:

To review the Building Regulations and the guidance provided in the Approved Documents as applied to specific schemes.

Programme:

Day One	Part A – Structure Part C – Site Preparation and Resistance to Moisture Part D – Toxic Substances
Days Two/Three*	Part B – Fire Safety
Day Four	Part G – Sanitation, Hot Water and Water Efficiency Part H – Drainage and Waste Disposal
Day Five	Part K – Protection from Falling, Collision and Impact Part M – Access and Facilities for Disabled People Part N – Glazing: Safety in Relation to Impact, Opening and Cleaning Part F – Ventilation
Day Six	Part E – Resistance to the Passage of Sound Part J – Heat Producing Appliances Part P – Electrical Safety – Dwellings
Day Seven	Part L – Conservation of Fuel and Power

* Please note Days Two and Three must be taken together.

DATES

All dates are held at HQ Northampton and the 2011 dates have a different Programme (as shown)

Day One	19 Oct 2010	25 April 2011
Day Two	09 Nov 2010	24 May 2011
Day Three	10 Nov 2010	25 May 2011
Day Four	23 Nov 2010	08 June 2011
Day Five	07 Dec 2010	09 June 2011
Day Six	11 Jan 2011	21 June 2011
Day Seven	05 Oct 2010/ 01 Feb 2011	22 June 2011

PRICE

£975 + VAT Full Course
£175 + VAT Per Day
£50 Member Discount

NEW For 2011 – Energy Conservation and Ventilation, Parts L and F

One-Day Course

Course Overview:

A one-day course examining the practical implications of legislative requirements, in relation to energy conservation and ventilation. It will focus on key considerations for the designer and Building Control Surveyor from concept through to submission, to completion of residential and commercial projects.

Objective:

The role of calculations, testing and commissioning will be discussed together with competent person schemes and accredited details.

Programme:

- Legislative framework
- Interaction between Parts F and L
- Considerations at design stage
- Requirements at submission stage
- Key issues during construction
- Testing and commissioning
- Accredited details and competent persons
- Future proposals

DATES

05 November 2010	HQ Northampton
02 December 2010	Derby
06 January 2011	HQ Northampton
03 February 2011	Manchester

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

Four-Day Course

Course Overview:

This four-day course focuses on examination of plans using a mix of both seminar and workshop. The first two days cover commercial and domestic premises in a workshop format, with case-by-case feedback. The second two days (taken one month later) comprise of a one-day seminar/workshop and the final day is a practical plans examination, assessed under 'office conditions'.

Incorporating an in-depth analysis of plans the course is only suitable for those who have experience, and are familiar with the content of the Approved Documents. Those without this should undertake 'An Introduction to Assessment' (seven-day course) to obtain the underpinning knowledge.

Objective:

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

Programme:

Part One: Day One

- Review of the legislation applicable to plans examination and methods and options for compliance, Approved Documents or alternative measures and systems, contraventions and requirements for further information, approval or rejection
- Need for and benefits of pre-submission consultation, research and effective communication with the client/customer
- Plans Examination (residential). A small project undertaken within a group context. It will review drawings, analyse details and fully annotate them, using the Approved Documents as the basis for compliance. Alternative methods and compensatory/alternative measures are also explored
- Plans Examination (commercial). Review of a small, commercial, non-residential scheme and the application of the regulations and guidance.

Part One: Day Two

- Plans Examination: Feedback in respect of the commercial project
- Plans Examination: Introduction of a 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 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 one and two. Preparatory work for second element of the course, exchange of details, benefits of network support and technical exchange
- Issue of course-work and the application of the regulations and guidance.

Part Two: Day Three

- Review of activities completed during days One and Two and course-work
- Review of workplace activity during interim period
- Plans Examination – 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.

Part Two: Day Four – Section A (Examination)

- A client's brief (including drawings and details relating to a building project) will be provided
- The task is to check the proposals over a seven-hour period, in relation to the relevant Building Regulations, Technical Standards and Associated Legislation. Project focus may address, but will not be limited to the following, or it could be a combination of them all:
 - A new build project
 - Adaptation of an existing building for another use
 - Extension of an existing building
 - Repair, maintenance and/or a refurbishment project
 - Remodelling of external features to an existing building
 - Re-development of a building behind an existing façade

DATES

Part 1 26-27 January 2011

Part 2 02-03 March 2011

PRICE

£950 + VAT with a 10% Training Affiliate Discount

One-Day Course

Course Overview:

Buildings within the United Kingdom, whether they are new, or being extended, altered or refurbished, are required to comply with the Building Act 1984, Building Regulations or Standards in force at the particular time.

Objective:

To review the legislation and its application, methods of compliance and enforcement action that may be taken to ensure compliance or the regularisation of unauthorised works.

Programme:

- Site inspection, designing to comply, approval and enforcement
- A review of the appropriate legislation applicable to building work
- Opportunities and options for submission, acceptance and approval and a review of the formal processes
- Review, application and contrast with submitted details, contraventions and remedial action
- A review of both formal and informal activity, letters through to court action, preparation of evidence, prosecution and defence

DATES

04 November 2010 HQ Northampton
07 April 2011 HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

One-Day Course

Objective:

An overview of the legislative requirements and safety aspects of electrical installations in domestic premises. The aim is to provide designers, surveyors and those responsible for building control with an appreciation of the key practical considerations of electrical installations and Part P of the Building Regulations. It will also provide basic guidance in relation to interpretation of test certificates.

Programme:

- Legislation
- Competence
- Basic design
- Site Inspection
- Testing
- Certification.

DATES

15 December 2010 HQ Northampton
08 March 2011 HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

Dangerous Structures and Defective Premises

One-Day Course

Course Overview:

This course explores the various procedures involved in dealing with dangerous structures from the most basic garden wall to large buildings that pose a threat to public safety. It will look at relevant sections of the Building Act 1984, together with the proper service of the various notices and procedures involved, including requisition for information and power to enter premises.

Objective:

To provide Building Control practitioners, and other professionals, with the knowledge that is essential for them to effectively discharge their duties under the Building Act and thus ensure public safety.

Programme:

- Legislative review
- Defective premises
- Dangerous buildings
- Neglected sites
- Ruinous and dilapidated buildings
- Notification and response
- Site inspection and analysis
- Emergency measures
- Legislative procedures

DATES

02 November 2010 HQ Northampton
05 April 2011 HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

“Excellent one-day course...will be very useful to me in my day job.”

**Sue Belcher, Building Control Surveyor
Environment and Planning,
Royal Borough of Kingston Upon Thames**

Demolition: Roles and Responsibilities

One-Day Course

Course Overview:

Land is at a premium within the United Kingdom and current practices involves all members of the development team in the demolition process, partial or total, at some point in their careers. Whether this is in the survey, design, removal or enforcement process, it is essential to understand the roles and responsibilities applicable.

Objective:

To review the legislative requirements within the Building Act 1984, the assessment and development of method statements, procedures, notifications and control of the materials and processes on-and off-site.

Programme:

- Planning and consent to demolish
- Property inspection and development of method statements
- Methods of demolition
- Notification of the legislative process
- Service of notice
- Consultations
- Conditions of work and operational restrictions
- Demolition process and inspections
- Site clearance and compliance

DATES

03 November 2010 HQ Northampton
06 April 2011 HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

NEW For 2011 – Condensation and Dampness in Buildings

One-Day Course:

Course Overview:

A one-day course examining sources of water in including buildings, condensation and damp.

Objective:

The course will cover mould growth along with control of condensation and conclude with a useful session comprising of a practical assessment of environmental moisture (including the use of hygrometers, surface temperature thermometers, and how to assess and interpret recorded data).

Programme:

- Sources of water in buildings
- Distribution of water in materials
- Methods of measuring and assessing moisture
- Contaminant salts found in buildings
- Rising damp
- Condensation and other sources of dampness
- Understanding relative humidity, vapour pressure and environmental moisture
- Mould growth
- Interstitial condensation
- Control of condensation.

DATES

15 February 2011	HQ Northampton
13 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discountt

NEW For 2011 – The Repair and Maintenance of Pre-1925 Buildings

One-Day Course

Objective:

As much as 50% of all work in the construction sector is carried out on pre-1925 or historic buildings. This seminar includes an appreciation of the techniques and materials required to maintain and repair traditional buildings to give participants an understanding of the key issues and methods of construction.

Programme:

- Identification of construction
- Construction techniques
- Listed buildings
- Traditional methods and modern standards

DATES

17 February 2011	HQ Northampton
14 June 2011	HQ Northampton
21 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discountt

NEW For 2011 – The Property Manager Responsibilities in Relation to Fire and Access

Two-Day Course

Objective:

The management of commercial premises places a wide range of obligations on the Property Manager. Those advising and providing management services need an appreciation of legislation affecting employees and visitors in relation to accessibility and fire safety. This course provides an overview of legislation, including the Regulatory Reform Order and Disability Discrimination Act, including practical advice and guidance.

Programme:

- Disability Discrimination Act 2005 (DDA)
- Access audits
- Regulatory reform order
- Fire risk assessment
- Management responsibilities

DATES

15 March 2011	HQ Northampton
11 July 2011	HQ Northampton
22 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discountt

Two-Day Course

Course Overview:

This course is geared to members of the development team, designers and inspectors who are familiar with the content and use of Part M to develop an inclusive Built Environment. The Building Regulations Approved Document M 2004 requires buildings which are designed to be inclusive, but this may not be sufficient to ensure that clients are protected under the Act.

Objective:

To provide an up-to-date overview of the legislative controls that govern accessibility within the Built Environment and development of Access Audit and Consultancy skills.

Programme:

Legal

- Disability Discrimination Act 2005, associated Regulations and Codes of Practice
- Building Regulations (England, Wales, Scotland and Northern Ireland)
- Health and Safety legislation
- Occupiers' Liability Acts
- Construction (design and management) Regulations
- Regulatory Reform (Fire Safety) Order

Problem-Solving Skills

- Barriers and hazards to accessibility within an environment by physical inspection
- Barriers and hazards to accessibility within an environment from drawings and specifications, to the problem-solving skills required to deliver and advise on Accessibility Audits

Technical

- Construction processes and construction-related issues, drawings and specifications
- Current guidance and/or best practice in the access field including BS 8300:2009
- Means of escape requirements for disabled people including BS 9999.

Access Audits and Assessment

- Access needs of users/potential users of an environment
- Consultation with users and/or potential users on non-physical issues which may impact upon the accessibility of an environment such as management issues
- Reasons for undertaking/preparing Access Audit reports.

Reporting

- Reports to an appropriate technical and professional level.

Individuals satisfactorily completing the whole programme (including the assessment) will be recognised by the award of the ABE Certificate in Accessibility. Candidates should bring with them the Building Regulations and any other supporting evidence they would use on a day-to-day basis.

DATES

01-02 December 2010	Exeter
23-24 March 2011	HQ Northampton
20-21 June 2011	Manchester
12-13 September	HQ Northampton

PRICE

£400 + VAT full course
£50 Member discount
10% Training Affiliate discount

Three-Day Course

Course Overview:

The protection of life and property is key in the design, installation, commissioning and maintenance of Fire Defence Systems. This course examines, in detail, the elements of Fire Detection and Alarm Systems. From design to maintenance, the process of Fire Alarm Systems is examined with consideration given to relevant legislation, British Standards and good practice.

Objective:

To provide detailed information on all aspects of Fire Detection and Alarm Systems and ensure delegates are aware of issues concerning design, installation, commissioning and maintenance of them.

Programme:

Day One: Fire Alarm Design, Unit 1

- Legislation, terminology and the need for a fire alarm system
- Categories of life and property systems
- Documentation and variations to BS 5839
- Terminology of system components, monitoring for faults and the critical signal path
- Zone site, integrity and circuit constraints
- Fire alarm devices and dBA recommendations
- Siting manual call points
- Types of fire detector and the choices available
- Detector siting and detector coverage
- False alarm management
- Certification of fire alarms systems.

Day Two: Fire Alarm Design, Unit 1

- Principles of fire detection
- Radio system recommendations
- Maximising the coverage per detector
- Advanced detector positioning and spacing
- Detector spacing allowing for beams
- Detectors for pitched roofs
- Optical beam detector positioning
- Positioning the control and indicating equipment
- Fire alarm device introduction
- Sound pressure in dBA
- Attenuation of sound with distance
- Detailed sound calculations in quiet and in noisy environments.

Day Three: Installation, Commissioning and Maintenance of Fire Systems

- Cable calculations taking into account voltage drop considerations
- Wiring recommendations, power supply and battery requirements
- Competent persons for installation, commissioning and maintenance
- Installing of circuits for correct monitoring
- Optical beam detector installation and duct detection set up
- Wiring and fire resistance recommendations
- Commissioning, knowledge, inspection and testing requirements
- Documentation, certification, handover and user acceptance
- Fire alarm maintenance and the law
- Daily and weekly inspections and testing
- Periodic inspections and testing
- Testing components
- Non-routine attention.

Note: Delegates who have already attended the Unit 1 FIA course will be exempt from Day One. All delegates will be required to undertake assessments throughout the programme. Successful achievement of the unit tests entitles candidates to receive the ABE/FIA Certificate in Fire Detection and Alarm Systems.

DATES

All dates are held at HQ Northampton.

16-18 November 2010

22-24 March 2011

12-14 July 2011

11-13 October 2011

PRICE

£225 + VAT Day 1

£425 + VAT Day 2 + 3

£525 + VAT Full Diploma

10% Training Affiliate Discount



Nine-Day Course

Objective:

The Certificate in Fire Studies introduces delegates to the processes involved in the creation and maintenance of a fire safe environment. The Certificate is spread over nine days and can be taken as individual days or as a whole programme.

Programme:

Day One: Legislative Procedures

- Building Regulations
- Fire Precautions Act and certification
- Fire Safety Order
- Risk assessment and the workplace fire regulations
- Occupied buildings
- Division of responsibilities
- Insurance requirements
- Legal requirements
- Building Regulations
- Guidance – Approved Documents

Day Two: Fire Science, Process and Components

- Principles of fire behaviour
- Understanding of fire development
- Triangle of fire
- Causes of ignition
- Flashover
- Fire growth

Day Three: Fire Science, Process and Components

- Human behaviour
- Influences and the importance of human behaviour
- Behaviour of people/materials when exposed to fire
- Building services and their contribution to fire safety
- Materials and their identification, physical properties and the significance of these in respect of fire safety

Day Four: Means of Escape, Criteria Delivery and Assessment

- Part B1 – Means of escape in case of fire

Day Five: Approved Document B

- Fire Safety Review: current legislation highlighting performance standards required, including consultation guidance
- Fire Safety Review: dwelling houses and conversions.
- Flats and Maisonettes: a review of examples requiring analysis including calculations and application of Part B
- The application of Part B Volume 2 to a range of buildings (other than dwellings)
- A review of active systems including suppression, detection, alarms and lighting

Day Six: Structural Fire Protection – Materials and Passive Protection

- Structural fire protection including fire resistance
- Fire properties of structural materials
- Testing
- Structural fire protection

“Excellent two-days, very in-depth coverage of subjects.”

Andy Stallman, Building Control Assistant Surveyor
West Dorset District Council

Day Seven: Active Fire Measures – Smoke, Detection and Control

- Smoke control
- Combustible products
- Smoke toxicity
- Visibility
- Smoke movement
- Calculation of smoke production
- Choice of smoke control systems available
- Design of a simple smoke control system
- Smoke control in the storey of fire origin
- Smoke ventilation within multi-storey spaces
- Depressurisation/smoke ventilation hybrid designs

Day Eight: Active Fire Measures – Extinguishment

- Mechanisms involved in the extinction of fire
- Techniques available and their application
- Sprinkler systems
- Gaseous systems
- Foam systems
- Passive fire protection

Day Nine: Fire Safety – Management, Audit and Risk Assessment

- An introduction to fire engineering
- Best Practice in fire safety
- Workplace policies and procedures
- Fire safety plans
- Auditing and monitoring requirements
- PAS 79
- Risks within particular scenarios

Note: days two and three and days four and five must be taken together.

DATES

All dates are held at HQ Northampton. The 2011 dates from May have a different Programme (as shown)

Day One	12 May 2011
Day Two and Three	24-26 May 2011
Day Four and Five	09-10 November 2010/20-21 July 2011
Day Six	08 December 2010/08 September 2011
Day Seven	12 January 2011/06 October 2011
Day Eight	09 February 2011/10 November 2011
Day Nine	09 March 2011/01 December 2011

PRICE

£1500 + VAT Full Course	£450 Member Discount
£175 + VAT Per Day	£50 Member Discount

NEW For 2011 – Fire Risk Assessment

One-Day Course

Objective:

This course provides an overview of the relevant legislation together with an identification of the key issues which may be encountered when carrying out a fire risk assessment. The factors affecting risk and appropriate control measures are examined and practical guidance is included in respect of simple fire precautions, basic means of escape and appropriate management processes.

Programme:

- Legislative framework and responsibilities
- Competence
- Hazards and risk
- Basic means of escape and fire precautions
- Control measures
- Records and reports.

DATES

19 January 2011	HQ Northampton
05 April 2011	HQ Northampton
06 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discountt

NEW For 2011 – Fire for Non-Fire Engineers

One-Day Course

Objective:

This course examines the causes and effects of fire and discusses basic principles in relation to fire development, precautions against fire effects and means of escape. The aim is to assist those who deal with the design, maintenance and management of properties with an overview of the potential effects of fires on premises.

Programme:

- The causes and effects of fire
- The principle means of escape
- Fire precautions
- Fire-fighting
- Management of premises

DATES

17 March 2011	HQ Northampton
05 July 2011	HQ Northampton
27 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discountt

Certificate in Party Wall Studies

Two-Day Course

Course Overview:

The workings of the Party Wall etc. Act 1996 are opened up interactively in this course. Successful completion of it provides an opportunity to apply for membership into the Faculty of Party Wall Surveyors.



Objective:

To provide basic knowledge of the Party Wall etc. Act 1996 and so forth, which extends to England and Wales, from legal, technical, dispute resolution and practical aspects.

Programme:

Party Wall Act

- Background to the Act: What is a party wall; a party fence wall; a party structure?
- Building and adjoining owners: their rights and obligations
- Notices and counter notices; third surveyor; right of entry and disputes
- Erection of new boundary party walls; special foundations; adjacent excavations; proximity of neighbouring buildings
- Repairs and changes to existing party walls
- Role of party wall surveyors; appointment, powers and procedures
- Disputes and awards
- What happens when non-compliance is with the Act

Specific Issues

- Party structure notice – do I need to serve it?
- How do party walls or party structures affect maisonettes and flats?
- Rights of support
- Common foundations for more than one dwelling/unit

Practical Aspects of Party Wall Disputes

- Appointing surveyors
- Writing and serving notices
- Obtaining consent without dispute
- Providing information
- Making an award
- Minor works
- If things go wrong

Case Law

- A review.

DATES

17-18 November 2010	Gateshead
19-20 January 2011	HQ Northampton
16-17 March 2011	Norwich
07-08 September 2011	Liverpool
09-10 November 2011	Brighton 2011

PRICE

£325 + VAT (ABE/FPWS members)
£375 + VAT (Non-members)
10% Training Affiliate Discount

NEW For 2011 – Town Planning for Non-Planners

One-Day Course

Objective:

This course is intended to provide an overview of the requirements of the planning legislation for those who do not deal with it on a daily basis or new entrants into the sector. The day will look at the main legislative requirements, types of application, the decision process and appeals.

Programme:

- Background to planning legislation requirements
- Scope of the legislation
- Application types
- Consultations
- Delegations and committees
- Enforcement of requirements
- Appeals.

DATES

08 February 2011	HQ Northampton
12 May 2011	HQ Northampton
19 September 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

NEW For 2011 – Health & Safety An Essential Guide To Site Visits

One-Day Course

Objective:

The health and safety of professionals visiting construction projects is a major concern, as most accidents occur when individuals are unfamiliar with a site. Building Engineers will visit projects under construction and existing occupied premises which all present unique risks. This seminar will look at the major risks involved and the causes of accidents and also reviews the measures which can be taken to mitigate risk and protect individuals.

Programme:

- Background
- Legislation and responsibilities
- CDM
- The CSCS card
- Role of the HSE
- Risk and risk reduction
- Training and equipment
- Case study.

DATES

07 February 2011	HQ Northampton
18 May 2011	HQ Northampton
04 October 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

NEW For 2011 – Asbestos Awareness

One-Day Course

Objective:

Asbestos is potentially a highly hazardous material and its identification and management impacts on all those involved in the Built Environment. The seminar will raise awareness and provide an understanding of the risks and responsibilities associated with asbestos.

Programme:

- Identification
- Types of asbestos
- Uses within construction
- Risks
- Encapsulation, disposal and removal.

DATES

08 February 2011	HQ Northampton
19 May 2011	HQ Northampton
05 October 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

Domestic Loft Conversions

One-Day Course

Course Overview:

Conversions to loft space are popular due to the problems of land supply and are affected by a range of regulations and applications needing careful consideration. The course focuses on the structural arrangements associated with domestic loft conversions.

Objective:

To enable the effective assessment and checking of the structural content of domestic loft conversions during on-site inspection and by the examination of deposited drawings and calculations.

Programme:

- Identification of the forms of loft conversions
- Structural content and requirements
- On-site inspection
- Preliminary sizing of structural elements
- Structural loading and numerical assessment of structural elements, bearings and connections using tables and with reference to computer packages
- Interaction of new structural elements with the existing building fabric
- Typical structural arrangements and details

DATES

20 October 2010	HQ Northampton
24 February 2011	HQ Northampton
07 July 2011	HQ Northampton

PRICE

£125 + VAT Per Day (ABE Members)
£175 + VAT Per Day (Non-members)
10% Training Affiliate Discount

NEW For 2011 – Structural Design for Non-Structural Engineers

One-Day Course

Objective:

Structural design is a complex field and many professionals require a good appreciation of the considerations and implications on design and construction. The seminar provides practical information for those visiting premises during construction and post completion, enabling potential structural issues to be identified.

Programme:

- To understand the principles of loading
- Receive relevant guidance
- Understand the rules of thumb
- Basic structural beams
- Understand how to gain evidence of failure/defects

DATES

23 February 2011	HQ Northampton
06 July 2011	HQ Northampton
20 September 2011	HQ Northampton

PRICE

£125 + VAT Per Day (ABE Members)
£175 + VAT Per Day (Non-members)
10% Training Affiliate Discount

Certificate in Sustainability



Four-Day Course

Course Overview:

Sustainability is a word that is interchangeable and an integral part of what we understand is necessary today.

Objective:

The course looks at the underlying principles and the by which to implement these principles in the Built Environment. It is ideal for those who wish to gain an understanding of sustainability issues within the development and construction industry.

Programme:

Day One

- Introduction to principles of sustainability
- Relevant legislation
- Calculate your carbon footprint
- A look at the environmental, social and economic aspects of sustainability and what it means for the development process.

Day Two

- A more detailed look into the sustainability issues within the development and construction industry.
- Workshop scenarios, topics and issues covered include:
 - Energy and climate change
 - Efficient Water use/management the in Built Environment
 - Materials Selection
 - Designing out and accommodating waste
 - Low carbon technologies

Day Three: Assessment Tools - A Practical Guide

Detailed look at the tools available to help gauge sustainability and assessing the environmental performance of a building.

Day Four: Masonry

In-depth sessions covering low carbon technologies, looking at key design areas of the Code for Sustainable Homes, Part L 2020, implications for non-domestic buildings, designing for water efficiency, renewable energy and the new feed in tariffs (topics may vary depending upon attendees and speaker availability).

DATES

Day One	07 July 2011	HQ Northampton
Day Two	15 September 2011	HQ Northampton
Day Three	13 October 2011	HQ Northampton
Day Four	17 November 2011	HQ Northampton

PRICE

£125 + VAT Per Day (ABE Members)
£175 + VAT Per Day (Non-members)
£650 + VAT Full Certificate

Sustainable Refurbishment of Existing Buildings



One-Day Course

Course Overview:

The Government is committed to protecting and enhancing the environment and tackling climate change and with the objective set: 'zero carbon homes by 2016', it is over to the industry to make this happen.

Refurbishment is the new headline topic for housing. Government is driving refurbishment via the 'Heat and Energy Saving Strategy' consultation and 'Retrofit for the Future' £10m competition. Nearly one third of UK carbon emissions are from housing. We can and should build new houses to rigorous energy efficiency standards, yet at current rates of demolition and new build, it will take 1,000 years to completely renew the UK housing stock – so most of the homes standing today will still be in use in 2050.

The challenge is to refurbish the buildings of the past as buildings for the future.

Objective:

This course is designed to provide delegates with an understanding of the scope of the legislative background, assessment tools available and an insight into the different features that can make a building more sustainable.

Programme:

- Overview of the key policies and legislation driving change towards sustainable buildings and renewable energy
- Understanding current national policy and likely future policy direction
- Gain insight into the different features that can make a building more sustainable
- Have a general understanding of renewables and how they work in practice
- Be able to discern between green wash and real sustainable practices and features.

DATES

16 November 2010	HQ Northampton
08 February 2011	HQ Northampton
19 July 2011	HQ Northampton
15 November 2011	HQ Northampton

PRICE

£125 + VAT (ABE Members)
£175 + VAT (Non-members)
10% Training Affiliate Discount

Introduction to Renewable Energy

SUSTAINABLE

One-Day Course

Course Overview:

The Government is committed to increasing the amount of energy generated from low and zero carbon technologies – 20% by 2020. The onus is on all new developments to contribute to this target.

Objective:

This seminar is designed to introduce and explain the main renewable energy technologies and is aimed at advisors, such as local authority staff, energy managers and architects who want an introduction to the main renewable energy technologies.

Programme:

- Introduction to the main renewable energy technologies including:
 - Solar water heating
 - Wood fuel heating
 - Ground source heat pumps
 - Solar photovoltaics and
 - Small – to medium – scale wind
- Overview of policy and legislative development and requirements
- Interactive session on selecting technologies
- Look at the planning issues surrounding technologies.

DATES

15 March 2011 HQ Northampton
04 October 2011 HQ Northampton

PRICE

£125 + VAT Per Day (ABE members)
£175 + VAT Per Day (Non-members)
10% Training Affiliate Discount

Aiming for Zero Carbon Buildings

SUSTAINABLE

One-Day Course

Course Overview:

The Government is aiming that all new build homes will be zero-carbon by 2016 and set in the context of the Government goal (outlined in the Energy White Paper of 2003) to reduce UK carbon emissions by 60% by 2050, is it realistic expectation or political aspiration?

Objective:

This course provides an overview of current thinking in this sector, gaining an insight into policy implementation, emerging technologies, practical application and consumer benefits.

Programme:

- General introduction to the issues regarding sustainability and Zero Carbon strategies
- Zero Carbon Homes – how policy will help achieve this
- Look into zero carbon energy planning
- Common-sense strategies
- Flagship projects: setting new benchmarks
- Codes and standards and renewable options.

DATES

28 October 2010 HQ Northampton
07 April 2011 HQ Northampton
08 November 2011 HQ Northampton

PRICE

£125 + VAT Per Day (ABE members)
£175 + VAT Per Day (Non-members)
10% Training Affiliate Discount

The Association promotes the ethos of professional development and lifelong learning in order to support and maintain professional standards. The ABE stresses the importance of members maintaining knowledge within a dynamic Built Environment. Changes are constantly taking place regarding legislation, materials, products, systems and best practice, all of which affect the work of all professionals within the industry sector. Long established practices, and construction techniques learned during initial training now need to be supplemented to provide the professional with the range of knowledge and skills to be able to continue to offer the best services to clients, and to maintain industry standards.

What does our programme give you?

- Formal recognition of your commitment to staying up to date with your skills and knowledge of the industry
- Improved credibility with the market sector
- A structure for managing and documenting your professional development
- It enables the workforce to be of a sufficient skill level to drive business forwards
- It creates measurable objectives so that business and development are tied together
- It allows effective knowledge to permeate the business
- It increases staff motivation and morale via employer commitment to continuing professional development

Why is it so important?

CPD is needed due to the rapid development in new technologies which has led to radical changes in the design and construction processes in an ever-changing construction industry and Built Environment. In addition materials, technologies and systems are constantly improving, often overtaking long established practices, and forms of construction learnt during initial training and, in many areas, these are often overruled by new legislation.

By committing to your CPD it reflects your ongoing development within the industry sector, helping you to obtain new roles and meet challenges in the future.

CPD as a requirement:

It is a requirement of membership that our members obtain a minimum of 35 CPD hours per year in order, for example, to comply with up-to-date legislation. The Association reserves the right to audit members' CPD activities to ensure that they are fulfilling their CPD and lifelong learning obligations.

CPD Criteria:

It is recognised that most professionals aim to keep up to date. The Association requires members to record the time spent on CPD and to participate in a minimum of 35 hours CPD per year or 105 hours spread over three years.

What should my CPD activities relate to?

CPD and lifelong learning activities should relate to:

- Some part of the theory and practice of the member's professional services offered
- Reinforcement of knowledge reflecting new technologies and legislation
- Other aspects related to a member's current or potential employment
- Future development and diversification of services provided
- Personal or business skills designed to increase a member's management or business efficiency
- Other activities which directly or indirectly assist in ensuring the best possible advice.

How can I achieve my CPD?

To assist with this obligation we offer a number of opportunities for members and industry professionals to obtain CPD hours. The ABE validates courses and issues CPD certificates for both ABE events and accredits external events, run by other organisations that meet the ABE criteria (these are promoted via our *Building Engineer* journal and website).

CPD Hours:

Our courses are accredited with six CPD hours per day. Some events will accrue more hours, such as our Annual Conference which gives fourteen hours CPD to full conference delegates.



Regional Committees

In addition to the development opportunities offered in this prospectus, the Association's regions organise local CPD events, including seminars, exhibitions and technical visits. Regional events are organised by members for members and other industry professionals. They provide social networking opportunities which can also contribute towards an individuals Continuing Professional Development (CPD). Details of these events can be found in Building Engineer, or at www.abe.org.uk/regions

Each region has its own elected committee, who can be contacted as follows:



South West

Chairman chairman.southwest@abe.org.uk
Secretary secretary.southwest@abe.org.uk
Treasurer treasurer.southwest@abe.org.uk



North West

Chairman chairman.northwest@abe.org.uk
Secretary secretary.northwest@abe.org.uk
Treasurer treasurer.northwest@abe.org.uk



Southern

Chairman chairman.southern@abe.org.uk
Secretary secretary.southern@abe.org.uk
Treasurer treasurer.southern@abe.org.uk



Yorkshire and the Humber

Chairman chairman.yorkshireandhumber@abe.org.uk
Secretary secretary.yorkshireandhumber@abe.org.uk
Treasurer treasurer.yorkshireandhumber@abe.org.uk



Eastern

Chairman chairman.eastern@abe.org.uk
Secretary secretary.eastern@abe.org.uk
Treasurer treasurer.eastern@abe.org.uk



Northern

Chairman chairman.northern@abe.org.uk
Secretary secretary.northern@abe.org.uk
Treasurer treasurer.northern@abe.org.uk



East Midlands

Chairman chairman.eastmids@abe.org.uk
Secretary secretary.eastmids@abe.org.uk
Treasurer treasurer.eastmids@abe.org.uk



Scotland

Chairman chairman.scotland@abe.org.uk
Secretary secretary.scotland@abe.org.uk
Treasurer treasurer.scotland@abe.org.uk



West Midlands

Chairman chairman.westmids@abe.org.uk
Secretary secretary.westmids@abe.org.uk
Treasurer treasurer.westmids@abe.org.uk



Northern Ireland and Republic of Ireland Liaison Committee

Northern Ireland

Chairman chairman.northernireland@abe.org.uk
Secretary secretary.northernireland@abe.org.uk
Treasurer treasurer.northernireland@abe.org.uk



Wales

Chairman chairman.wales@abe.org.uk

Republic of Ireland

Chairman chairman.republicofireland@abe.org.uk
Secretary secretary.republicofireland@abe.org.uk
Treasurer treasurer.republicofireland@abe.org.uk

Membership and Development

Advance Your Career With ABE Membership

Membership of the Association of Building Engineers demonstrates the professional status of a Building Engineer and is recognised throughout the industry.

Options for study are offered at many levels from Certificate and Diploma to Degree level. In addition members also receive the monthly publication Building Engineer.

Level of membership available on joining the Association depends upon an individual's knowledge, skills, experience and qualifications. The flowchart shown on page 31 provides further guidance.

Entry to Corporate Membership is offered through a number of routes and it is a requirement that delegates participate in a preparatory seminar to ensure they can collate and provide adequate information within their portfolios/summary of evidence for assessment and are adequately prepared for the interview.

In addition to individual membership, the ABE offers the opportunity for organisations to become members through its Affiliate Schemes. These provide support to the training and development of employees and students, and support issues such as Investors in People, Best Value and the attainment of academic qualifications.

Annual Subscription Fees

01 September 2010 – 31 August 2011

Membership can be gained at any time of year, however, the Annual Subscription rates run from 01 September to 31 August.

Fees

Please note that an additional, non-refundable, £50 application fee is payable for all grades on joining, except Students and Affiliates.

Fellow	£205.00
Corporate Member	£185.00
Associate	£150.00
Graduate	£150.00
Technician	£98.00
Student	£45.00
Retired	£45.00
Overseas Fellow	£77.00
Overseas Corporate Member	£72.00
Overseas Associate	£67.00
Overseas Graduate	£67.00
Overseas Technician	£57.00
Training Affiliate*	£140.00
Academic Affiliate*	£140.00

* available to organisations and academic bodies

Income Tax Relief

For those liable for UK Income Tax, the annual subscription is allowable as a deductible expense for the purpose of Schedule E Assessment subject to the usual rules. Tax Relief Reference: CI/Sub/66 VAT Exempt.

Training Affiliate



Under this scheme, an organisation/ company can become a member of the ABE, and it allows for the use of the term/Training Affiliate to the Association of Building Engineers/ and use of the logo. Staff can increase their knowledge within their chosen field by offering various discounts on the comprehensive range of seminars and training events provided by the ABE.

Academic Affiliate



This scheme enables an academic body to become a member of the ABE, allowing them to advertise recognition through use of the term/Academic Affiliate to the Association of Building Engineers/ and use of the logo. It also allows students to improve and develop their understanding of the industry and investigate possible career paths.

Membership provides the academic body with:

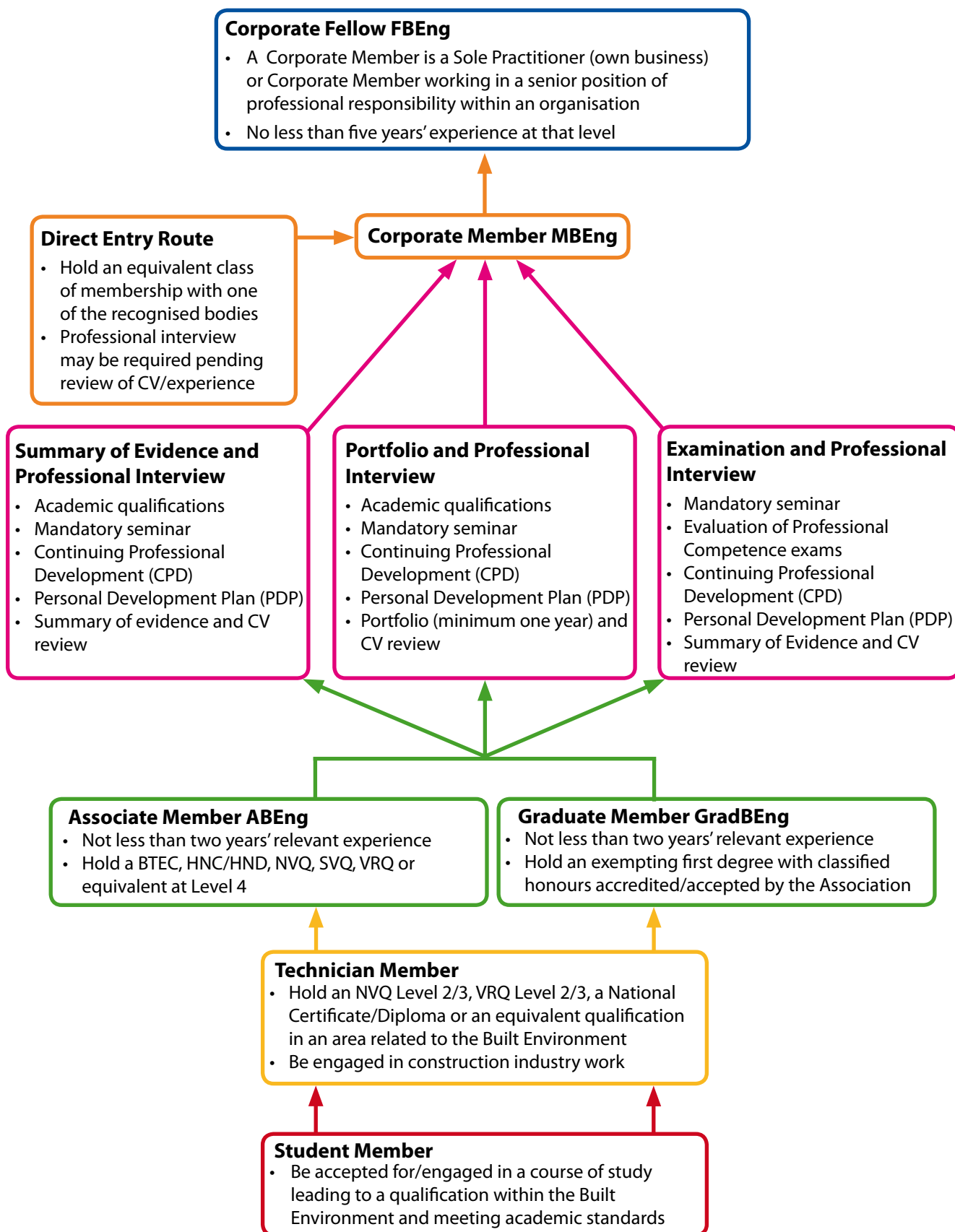
- ABE membership for a nominated representative within the body (subject to entry criteria)
- The opportunity to deliver joint seminars/activities
- Provision of speakers, if required, to support the learning process
- Discounts on selected training events, including workshops and seminars for all employees and academic personnel.

In addition to the Training and Academic Affiliate membership benefits, you will receive:

- Direct link to the team of staff at headquarters
- Advice on technical matters
- Advice regarding entry criteria for employees and students who wish to join the Association
- Link to your organisation on www.abe.org.uk
- Listing within Building Engineer journal
- Consideration and publication of papers within Building Engineer
- 10% discount on advertising placed within Building Engineer. This is a technical journal published monthly by the Association which provides detailed coverage of technical news with regards to developments in the Built Environment, practical building refurbishment and rehabilitation, in line with best practice and National Building Regulations.

Payment:

The administration fee and annual subscription applicable to class of membership must accompany a completed membership application form. Payment must be by sterling bank draft or cheque (drawn on a UK bank) made payable to the ABE. If you wish to pay by credit card, please contact the Membership Department.



Examination, Professional Interview, Summary of Experience and Portfolio Seminar Mandatory Seminar for all Routes

The Association has reviewed its criteria regarding professional interviews and, based on candidate performance, **it is now a requirement** that delegates participate in a mandatory seminar to ensure they can collate and provide adequate information within their portfolio of evidence, for assessment, and are adequately prepared for the interview.

The requirements set for applicants to be considered for interview are varied and designed to take into account all relevant professional and academic experience. The seminar will detail the various elements of the application and interview process.

09.30-12.30hrs

Portfolio and Professional Interview Route Programme

- **Review of membership and criteria**
- **Submission documents:** the submission process and relevant documents required to be submitted in support of the application
- **CV and expanded evidence of previous experience:** How to prepare a CV and summary of professional experience for the application process that will impress the interview panel
- **CPD:** what is considered relevant, and ways of recording and presenting your CPD and the learning gained along with use of standard forms.
- **Personal development plan:** career development, intentions/plans including qualifications, and other professional memberships. Identifying aims and objectives for the future and use of standard forms
- **The interview:** review of the main criteria that the panel will be assessing when considering applicants for membership of the Association.

There will be an opportunity to raise questions with the presenter throughout the process.

Interview dates/times will be allocated on successful completion of the selected route and the submission and assessment of the portfolios/summary of experience and supporting evidence.

13.00-16.30hrs

Examination Route – discussions/group workshop

The Evaluation of Professional Competence is a formal examination route. Section A is a one-day examination and Section B is a half-day examination which covers Associated Legislation. Section B is followed by preparation for the Professional Interview. This membership route is ideal for individuals who hold a HNC/HND/Degree or equivalent and have a breadth of experience.

Programme: Section A

- Client's brief including drawings and details relating to a building project will be provided for a domestic and non-domestic project
- Tasked to check proposals over a seven-hour period, in relation to the relevant Building Regulations, Technical Standards and associated legislation.

- The project focus may address/but not be limited to:
 - A new build project
 - Adaptation of an existing building for another use
 - Redevelopment of a building behind an existing façade
 - A remodelling of the external features to an existing building or;
 - A combination of any of the above.

Note: candidates holding a Certificate in Plans Examination are exempt from Section A)

Section B

Associated Legislation and Current Developments

- This session will comprise questions linked to other construction-related matters and their interface with the Building Control process, such as:
 - Best value
 - Disability Discrimination Act
 - Demolition
 - Fire safety.

DATES

22 November 2010	Manchester
13 December 2010	HQ Northampton
17 January 2011	Norwich
07 February 2011	HQ Northampton
21 February 2011	Stirling
14 March 2011	London
02 May 2011	Belfast
03 May 2011	Dublin
16 May 2011	HQ Northampton
06 June 2011	Swansea
27 June 2011	Leeds
11 July 2011	Taunton
15 August 2011	HQ Northampton
12 September 2011	Newcastle
10 October 2011	Birmingham
14 November 2011	HQ Northampton
12 December 2011	Liverpool

PRICE

£75 + VAT

"A very helpful seminar which cleared up a lot of questions I had about applying to join the ABE."

Neil Youll, Building Control Surveyor
North Yorkshire Building Control Partnership

Route to Membership

Evaluation of Professional Competence Programme

Examination Section A Programme:

This exam will reflect the use of plans and other supporting information and questions relating to the relevant disciplines, such as Building Control, Fire Safety, Surveying and Maintenance.

- 09.00hrs** Section A, registration and plans examination
- 09.30hrs** Allocation of plans, supporting data and introduction to the plans examination task
- 12.30hrs** Lunch
- 13.00hrs** Plans examination continues
- 16.30hrs** Completion of task, collection of papers
- 17.00hrs** Close.

The exam relies on the 'office' approach. Candidates may take refreshment breaks as appropriate.

Examination Section B

- 09.00hrs** Section B, associated legislation and current developments

09.30hrs Allocation of question papers
This session will comprise of questions linked to other construction-related matters and their interface with the individual's current role and responsibilities.

Examples include:

- Enforcement by design and inspection
- Defective premises and dangerous structures
- Demolition
- Fire safety
- Party wall matters
- Disability Discrimination Act
- Energy
- Consultation documents

Candidates should respond to questions using professional judgement and provide solutions reflecting their awareness of current developments and the regulatory interface.

Note: candidates may bring hard copies of any documents, Building Regulations and so forth that they would have access to within their office environment.

- 12.30hrs** Completion of task/collection of papers
Review/preparation for professional interview

Professional Interview

Interview dates/times will not be allocated until the successful completion of Examination Section A and B and submission of requested information such as CV and summary of professional experience.

Dates:

14-15 October 2010	HQ Northampton
02-03 December 2010	HQ Northampton
03-04 March 2011	HQ Northampton

Price:

£450 + VAT

10% Member/Training Affiliate Discount

Route to Membership

Summary of Evidence and Professional Interview Route

This route is designed and developed for individuals working within the construction industry who hold a mixture of academic qualifications linked to experience gained within their careers.

The individual is required to hold an HNC qualification or equivalent and hold a responsible position within their organisation.

Applicants are required to have attended the Mandatory Seminar, have prepared the summary of evidence incorporating validation documents, details of experience, copies of certificates, evidence of CPD, a personal development plan, current CV and submit this for assessment.

Following a review and assessment, including the submission of further evidence if required, a date for the professional interview will be advised. Provisional interview dates are available at www.abe.org.uk/membership

Price:

£200 + VAT

(fee includes the review and assessment of the summary of evidence and the professional interview.

Route to Membership

Portfolio and Professional Interview Route

This route is designed for Graduate/Associate members working within the industry, recognising their academic achievement and initial experience.

Individuals are required to attend the Mandatory Seminar, then build an experience-based portfolio, over a minimum period of one-year, incorporating:

- required project evidence
- details of CPD
- a personal development plan
- a current CV.

On completion the portfolio is to be submitted for review and assessment.

Following a review and assessment, including the submission of further evidence or skills development if required, a date for the professional interview will be advised. Potential dates are available at www.abe.org.uk/membership

Price:

£200 + VAT

(fee includes the review and assessment of the portfolio and the professional interview)

If you require this information
in another format please contact:
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Tel: 01604 404121
E-mail: info@abe.org.uk

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