Building Maintenance and Management

Module Descriptor

Module Code: BSU7BMM

Version: 1.00

Status: Final

Date: 27/02/2025

Summary Module Details

Module Title: Building Maintenance and Management

Module Leader: Dominic Bottone

Module Mode: Supported online learning

Semester: Autumn (UK)

Level: 7

Credits: 20

Learning Hours: 200

Directed Study Time: 60hrs (30%)

Self-directed Study Time: 70hrs (35%)

Assessment Study Time: 70hrs (35%)

Coursework: 100%

Computer Marked Assessment: 0%

Self-directed Research Project: 0%

Portfolio: 0%

Module summary

This module focuses on building surveying practice. The focus will be to enhance the students' ability to recognise, analyse and remedy building maintenance issues and develop their ability to apply building surveying practice, maintenance, and adaptation to different situations involving buildings in the occupied part of their lifecycle. This includes providing professional advice regarding different types of surveys, maintenance theory and practice; contract administration; professional ethics; dilapidations, neighbour and boundary matters (including party walls and rights of light).

Taken on which programmes

MSc Building Surveying (C)

Core (C) or Elective (E)

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Module Aims

This module aims to:

- Examine the provision of cost advice and consideration of key contractual issues. Within the context of maintenance and retrofit
- Advance the students' ability to recognise, analyse and remedy building maintenance and adaption issues.
- Advance the students' ability to recognise, analyse and provide advice on neighbourly matters, party wall issues, rights of light, dilapidations, interpreting leases and professional ethics.

Module Learning Outcomes

LO1. Critically evaluate problems to develop reasoned technical arguments, in order to identify a range of maintenance and adaptation solutions

LO2. Critically synthesise solutions to costing, procurement and contract issues to address commercial constraints and best practice during maintenance and retrofit.

LO3. Analyse, research, investigate and address technical challenges and solutions relating to neighbour matters, party walls, rights of light and dilapidations.

LO4. Demonstrate and critically analyse the use of various building surveys relating to the use and condition and the occupation and operation of buildings.

Indicative Module Content

Module topics

- **Introduction to Building Surveying**

   What does a building surveyor mean to you. Discussion the competencies, skills and knowledge required to provide advice on maintenance and refurbishment, evaluate the contribution that building surveyors make to this work and a discussion on the conduct and role of a building surveyor as a professional.

   Overview of Building Surveys relating to the use and occupation and operation of buildings. To include the following: Due Diligence, Condition Surveys, Reinstatement cost assessments, Stock Condition Surveys, Schedules of Condition.

- **Introduction to Maintenance**

   Consider how maintenance is defined; planned, cyclical and reactive maintenance, demonstrate its significance to an organisation; how is it managed.

- **The Building Lifecycle**

   Exploration of the building lifecycle and maintenance issues that can arise during this lifecycle. Considers how decisions made during the design of a building, and during its subsequent use, can impact on the cost of owning and using a building, and therefore its life-cycle costs

   Reference to Building services perspectives - specific to energy consumption, retrofit, end users will be included.

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- **Contract Administration and Post-Contract Cost Control Procedures with specific reference to Maintenance and Retrofit**

  Provides an overview of the provisions of standard forms of contract with regard to contract administration and financial management of maintenance works, payment thereof. Specifically, Prelims, Instructions, notices, payment provisions, procurement will all be covered. Look at the surveys and data collection to record the condition of a building for the purpose of any instruction relating to maintenance, whether reactive, planned preventative or repair of an individual element. understand the principle of undertaking a survey and importance of a methodical examination; gain awareness of the main construction elements which are inspected; understand how to deal with concealed or inaccessible areas; have an awareness of the equipment available to diagnose maintenance problems; appreciate the use of electronic devices and software to collect, store and arrange data, use of BCIS.

- **Neighbourly Matters, Party Wall Issues and Rights To Light**

  o **Rights of Access.** Common Law rights and Statutory Rights.

  o **The development of Party Wall legislation and practice** – how and why disputes can be avoided and/ or effectively managed when dealing with works adjacent to neighbouring properties.

  o **Rights of Light** – what this means, case law and practice. How interpretation and evaluation are critical to effective professional advice.

- **Dilapidations: Context, Remedies & Issues**

  o **The legal context:** The implication and impact of Civil Procedural Rules, the Dilapidations Protocol, and Institutional Practice Guidance.

  o **Leases and documentation:** the need for appropriate documentation and its effective interpretation.

  o **Dialogue and disputes:** Professional responsibility & leadership in dispute management and understanding the limits of knowledge; and data, information management, - the need for accurate information and records & the upkeep of the same.

This content will be reviewed and updated regularly to reflect the legal, moral and financial changes in professional standards and practice.

Overview of Summative Assessment

Module learning outcomes	Assessment	Word count or equivalent	Weighting
LO1, LO2	**Assessment 1** Coursework	2,500	50%
LO3, LO4	**Assessment 2** Coursework	2,500	50%

Module Pass Mark (as a weighted average of all assessments): 50%

Key Module Learning Resources

Core sources and texts

The core reading resources within each module will be provided via the specific Virtual Learning Environment (VLE) module pages and within the e-Library. Additional reference material and supplementary resources to support your studies are available through the UCEM e-Library.

Module tools

Students will have access to study materials, dedicated academic support, student forums, and learning activities via an online learning platform (VLE).

The module page on the VLE is broken down into structured study weeks to help students plan their time, with each week containing a mixture of reading, case studies, videos/recordings and interactive activities to go through. Online webinars/seminars led by the Module Leader can be attended in real time and provide opportunities to consolidate knowledge, ask questions, discuss topics and work through learning activities together. These sessions are recorded to support students who cannot attend and to enable students to recap the session and work through it at their own pace. Module forums on the VLE provide further opportunities to discuss topics with other students, complete collaborative work and get extra help from the module team.

Professional online resources

The e-Library provides access to trusted, quality online resources, selected by subject specialists, to support students' study. This includes journals, industry publications, magazines, academic books and a dissertation/work-based library. For a list of the key industry specific and education resources available please visit the VLE e-Library.

Other relevant resources

Access is also provided to further information sources that include the British Library and Open University UK catalogues, as well as providing a monthly current awareness service entitled, ***Knowledge Foundations*** - a compendium of news, research and resources relating to the educational sector and the Built Environment.

The module resource list is available on the module website and is updated regularly to ensure materials are relevant and current.