



**Professional
Architects
Council**



| PAC CPD CORE | CURRICULUM

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Introduction

Every Professional Architect shall continue to develop and update his skills, knowledge and expertise throughout his careers for the benefit of his clients and the quality of the built environment.

Under the PAC's CPD scheme, practicing Professional Architects must undertake to:

- carry out a minimum of 10 hours of CPD annually;
- achieve a minimum of 100 points each year of which 60% should be structured CPD wherever possible; and
- to keep records of CPD undertaken.

Members need to obtain at least 6 of these 10 hours from the three (3) mandatory PAC curriculum CPD topics. The three (3) topics have been defined in response to the skills our members need to practice architecture now and in the future:

1. Legal, Regulatory and Statutory Compliance

The topic Legal, regulatory and statutory compliance covers understanding and keeping up to date with the legal, regulatory and policy frameworks underpinning business, architecture and construction.

General

- Building Regulations
- British Standards, Mauritius Standards

Fire Safety

- Fire Code
- Fire safety guidelines

Health, Safety, and Wellbeing

- Occupation Safety and Health Regulations

Business, Clients and Services

- Intellectual property rights, copyright law
- Insurance, employers, PI and liability
- Professional liability and indemnity
- Insurance warranties

Places, Planning and Communities

- Statutory instruments
- Town and Country planning regulations
- Acts of Parliament
- The Environmental Protection Act
- National Development Strategy
- Building Control Act

Inclusive environments

Buildings and places in use: understanding of:

- Diversity and difference, placing people at the heart of the design process
- Offer choice when a single design solution cannot accommodate all users
- Provision of flexibility in use
- Communities that offer plenty of services, facilities and open space
- Buildings and environments that are convenient and enjoyable for everyone to use
- Equality and inclusion in placemaking
- Accessible pedestrian environments and routes
- Inclusive lighting design
- Accessible information
- Accessible bathrooms
- Wayfinding and signage
- Different buildings and their uses and users
- Using plans and understanding building access

2. Sustainable architecture

Global and Built Environment Climate Fundamentals

- Climate fundamentals
- Financial risks and net zero economy
- Environmental impacts of the built environment
- Sustainable urbanism, architecture and engineering
- Built environment policy, legislation, regulations, commitments, benchmarks and construction industry guidance

Human Factors

- Health and wellbeing
- Communities, interconnectivity and inclusion
- Social value
- Biophilic and sensory design
- User experience design and occupancy behaviour

Circular Economy

- Resource efficiency and geographic implications
- Designing for change (flexibility and adaptability) and regeneration
- Environmental and health impacts of materials and waste
- Waste as a resource
- Responsible and ethical sourcing

Energy and Carbon

- Passive design
- Active design
- Whole life carbon (for retrofit and new build): modelling, carbon assessments and iterative design process
- Operational energy and carbon, modelling and technology

Ecology and Biodiversity

- Biodiversity and net gain
- Nature-based solutions
- Land use and building density
- Bio-regional urbanism and design
- Urban farming and sustainable food production

Water

- Water cycle, demand, supply and reduction
- Water recycling and reuse
- Rainwater harvesting, stormwater management and sustainable urban drainage
- Water pollution in (natural) aquatic habitats
- Climate change impacts (floods, droughts, water quality)

Connectivity and Transport

- Site location
- Compact development and walkability
- Regional and local infrastructure and planning
- Low carbon transport and multimodal transportation networks
- Planning for future of transportation

3. Architecture for Social Purpose

The topic Architecture for Social Purpose helps you understand the social value, economic, and social benefits architecture brings for individuals. The topic covers improving life changes, social identity, cohesion, and wellbeing. It also addresses having the knowledge and skills to make informed, fair, and ethical choices and influence the project team and supply chain.

Ethics in Practice

- Recognising an ethical issue
- Virtue Ethics / Social Contract Ethics / Duty Ethics / Utilitarian Ethics
- Defining behaviours - Codes, Regulations, Sanctions and Best Practice
- The Public Interest - How it is defined and who is responsible

The Code of Practice

- Principles and values
- Competence
- Continuing Professional Development
- Pro Bono work
- Corruption
- Reputation and Value
- Respecting previous appointments

Contracts, Client Agreements and Forms of Appointment

- Preparation of brief and client requirements
- Contracts, agreements and forms of appointment
- Terms of engagement
- Scope of services
- Clear letters of appointment
- Advising the client on the right/best form of contract to be used

Tactics in Tendering for Work

Pre-qualification

- How to use centralised purchasing arrangements and pre-qualification services
- Learn what a good EOI (expression of interest) looks like
- Learn how to complete a PQQ (pre-qualification questionnaire)
- Learn how to demonstrate track record and previous experience

Tendering

- What a good tender return looks like
- How to submit cost effective bids
- How to demonstrate social value demanded by a Social Value Levy

Frameworks

- Selection off a framework by mini competition
- The third competitive stage assessment
- Assessment models for design, fee bid or other

Procurement methods

- Selecting the appropriate procurement method
- Nature and scope of work proposed
- How the risks are to be apportioned
- How and where design responsibility is placed
- How the work is coordinated
- On what price basis the contract is to be awarded
- The effect of different procurement routes on programme, cost, risk, quality
- Design responsibility and third-party rights
- Claims, litigation and alternative dispute resolution methods
- Collaboration and briefing in construction and provisions for team working
- Site processes, quality monitoring, progress recording, payment and completion

The Right Contract

- Understanding the different contracts and forms of appointment
- Advising the client on the right/best form of contract to be used, and keeping up to speed on updates and amends on the various forms of contract.
- Duties and powers of a lead consultant and contract administrator
- Agreeing and knowing how specific contracts are to be adjudicated and adjudication agreements
- Collateral warranties

Contract Law and Case Law

- Contracts for professional services
- Contracts for building projects
- Standard forms of contract
- Non-standard forms of contract

Understand CPD requirements

Practising Professional Architects are required to undertake and record CPD each year as evidence that they are taking organised steps to maintain their competence through continuous learning.

There are five key areas you need to consider in order to meet your CPD obligations, including:

- undertaking at least 10 hours of relevant learning each year
- making sure 60% of your CPD is structured, whether this is a face to face course or online (where possible)
- spending at least 6 of the 10 hours on the 3 mandatory PAC Core Curriculum CPD topics (two hours per topic per year)
- acquiring at least 100 learning points, reflecting your own assessment of what you got out of the activity
- recording and keeping track of your CPD activities.

What counts as CPD?

The PAC offers face-to-face and digital CPD, either delivered by the Council or accredited by the Council through a CPD Provider. However, CPD doesn't have to come from, be accredited by, or approved by the PAC to count.

Any relevant structured or informal learning from any source can count towards your 10 hour requirement (and your core requirement). If you think that a learning activity is relevant to you for whatever role you are doing, then it counts as CPD. The choice is entirely yours and we are unable to advise whether something counts.

Your CPD choices are entirely flexible and personal. While the PAC expects you to meet its requirements, the CPD you choose should be tailored to your own needs or that of your practice or business, can be structured or informal, should reflect the statutory and regulatory rules wherever in the world you practice, and can come from any source (such as other professional bodies around the world.)

Auditing and proof

The PAC regularly audits member records to check compliance. The PAC does not ask for, expect to see, or oblige any Professional Architect to acquire attendance or CPD certificates.

If you have any questions on how to fulfil your CPD requirements, please contact the Registrar.

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