



BUILDING DESIGNERS
ACCREDITATION & TRAINING

ACCREDITATION FOR BUILDING DESIGNERS

COMPETENCY STANDARDS

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This document is to be read in conjunction with the BDA&T Accreditation Standards for the Provision of Building Design Services

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INTRODUCTION TO COMPETENCY STANDARDS

This document sets out the competency based occupational standards for persons practicing in the design of buildings in Australia. The standards cover a wide range of workplace activities which examine the design and documentation process in its entirety and interpret it in terms of performance. The competency standards do not attempt to portray an entry level into the industry or the range of competencies which all persons practicing within the industry are required to achieve. These standards describe the full range of workplace activity allowing for maximum flexibility in packaging and implementing training and accreditation programs appropriate to all industry sectors.

EFFECTIVE USE OF COMPETENCY STANDARDS

The public and other users of building design services have a right to expect that those operating within the industry are competent in the area of service they offer. They also have the right to choose the range of service appropriate to their situation. These standards provide a vehicle for the provision of relevant information to the users of design services. This document in isolation will not provide that information but can be packaged and used as the basis for assessment of competency.

Competency is the ability to apply skills and knowledge to the job in order to achieve the required outcomes in the workplace. Competency standards define the outcomes required, provide benchmarks which allow the assessment of competency and provide a means of recognition of competency wherever or however it is gained.

Because of the variety of backgrounds of persons currently involved in the building design industry it is important that these standards provide measurable benchmarks on which the competence of the individual can be gauged.

THESE STANDARDS MAY BE USED IN A VARIETY OF WAYS:

Assessment of Building Designer Competency

- for consumer information
- for regulation of the design industry
- to increase the professional reputation of building designers

The Design and Evaluation of Education and Training

- for the design of educational curriculum packages
- for the evaluation and accreditation of tertiary courses
- the design of Continuing Professional Development (CPD) packages
- for the implementation of workplace training

Identification of Career Path

- to provide a clear path for articulation within the design industry
- to provide entry levels into the profession of building design

Mutual Recognition

- to provide for mutual recognition of competency across state borders
- to allow for reciprocal arrangements internationally

EFFECTIVE USE OF COMPETENCY STANDARDS

These competency standards are structured to generally follow the design and documentation process and to provide for the effective management of a professional practice.

They are relevant to Building Designer practitioners who are sole operators or who own and manage a design practice. With appropriate interpretation they can also apply to technicians who are employed within a professional design practice.

The standards consist of a set of units which in whole describe the building design and management process. Each unit describes a series of elements and corresponding performance criteria which will result in the satisfactory performance as required in the workplace.

Each unit also includes a guide to the evidence of competency required during the assessment process allowing for a consistent and transparent process.

BUILDING TYPES AND SIZES

These competency standards relate to buildings of all types, heights and sizes. It should be recognised that practitioners will have the opportunity to choose to undertake projects of a particular type or a range of types of building or to provide services for all types, heights and sizes of building.

This issue is not addressed in these standards because it is more appropriately handled in the accreditation process, education packages or regulation system which may utilise these standards. It is flagged here to allow flexibility in the application of these standards.



TERMINOLOGY

The terminology used within the performance criteria of the competency units relate directly to the type of activity undertaken by the Building Designer. The building design process is very much a team exercise. During the completion of the work the Building Designer will be required to manage the whole process.

The role could include, but not be limited to:

Doing Activities

These activities are usually referred to with terms such as undertake, develop, determine, research, define and the like.

Seek and Receive Advice and/or Input From Other Consultants

This requires an understanding of concepts or issues or a knowledge of a subject.

Apply Concepts Or Skills To Particular Situations

This also requires an understanding and knowledge of concepts or particular personal or professional skills.

INDUSTRY ACCEPTANCE

These competency standards have been developed following broad consultation with members of the Building Designers Association of Australia (BDAA). The BDAA represents those practitioners within the industry who are not Architects registered under current relevant legislation.

RECOGNITION OF PRIOR LEARNING (RPL)

These competency standards reflect the standards required under the nationally accepted Building Design Training Packages and may be used for assessment by Registered Training Organizations (RTO) for the issue of building design qualifications.

PART 1 – LOW RISE ACCREDITATION

The types of buildings that are covered under this level of accreditation include Class 1 and 10 under the NCC / BCA Classifications. Competency Standards 1- 7 are mandatory. Participants may choose any 10 competency standards listed under 9 -20.

Competency Standard No		Performance Criteria
No1 Apply WHS requirements, policies and procedures in the construction industry <i>Based on CPCOHS 2001A</i>	1.1	Correctly locate, interpret and apply relevant information, standards and specifications
	1.2	Comply with a site safety plan, organizational policies, WHS regulations and state and territory legislation applicable to workplace operations, including quality requirements
	1.3	Correctly identify <i>ASBESTOS CONTAINING MATERIAL</i> and policies and procedures for reporting this to designated personnel
	1.4	Effectively communicate and work safely with others
	1.5	Apply general procedures for responding to incidents and reporting hazards and injuries
	1.6	Select and use firefighting equipment to extinguish a simulated mechanical fire
	1.7	Evacuate a site through simulated response to an emergency, complying with workplace procedures
No2 Research construction materials and methods for small-scale residential building design projects <i>Based on CPPBDN 5001A</i>	2.1	Develop a body of current research findings suitable for application to a range of small-scale residential buildings, including: <ul style="list-style-type: none"> • Characteristics and applications of materials suitable for structural elements and building envelope; • Construction methods and systems applicable to structural elements and building envelope elements and building envelope; Components and systems for services, including: <ul style="list-style-type: none"> • Compliance requirements and installation methods
	2.2	Evaluate suitability of materials, construction methods and services for at least three specific projects, covering different types of buildings
	2.3	Systematically document and store research findings

PART 1 – LOW RISE ACCREDITATION

Competency Standard No		Performance Criteria
No3 Research compliance requirements for small-scale residential building design projects <i>Based on CPPBDN 5003A</i>	3.1	Develop a body of current research findings relating to legislation, codes and standards affecting compliance of designs for different types of small-scale residential buildings in different project locations and conditions
	3.2	Analyse compliance requirements in relation to a range of different projects and locations
	3.3	Systematically document and store research findings
	3.4	Communicate with clients regarding compliance conflicts and constraints affecting design preferences, including proposing innovative solutions
No4 Recommend sustainability solutions for small-scale building design projects <i>Based on CPPBDN 5005A</i>	4.1	Research trends in sustainable design
	4.2	Assess clients' sustainability requirements, preferences and budget
	4.3	Evaluate and recommend design options for sustainability

PART 1 – LOW RISE ACCREDITATION

Competency Standard No	Performance Criteria	
No5 Develop concepts for small-scale building design projects and finalise solutions with clients <i>Based on CPPBDN 5008A</i>	5.1	Collect, review and analyze information relevant to at least three different small-scale building design projects, including residential and commercial or industrial projects
	5.2	Produce accurately proportioned and rendered design concept sketches, that meet design brief and site or compliance constraints, within project timelines
	5.3	Consult with clients, including: <ul style="list-style-type: none"> • Explain design concepts; • Obtain feedback explaining service fees; • Negotiate and finalise adjustments
	5.4	Produce finalised design concepts and gain and process client approval documentation
No6 Produce compliant client-approved designs for small-scale building design projects <i>Based on CPPBDN 5009A</i>	6.1	Plan and organise the production of design drawings to meet planning approval requirements
	6.2	Produce sets of building design drawings for at least three different small-scale projects, including residential and commercial or industrial projects, that meet quality requirements and are completed within given timelines
	6.3	Consult with clients, including: <ul style="list-style-type: none"> • Obtaining feedback; • Negotiating and finalising adjustments
	6.4	Produce finalised design concepts and gain and process client approval documentation

PART 1 – LOW RISE ACCREDITATION

Competency Standard No		Performance Criteria
No7 Produce compliant client-approved working drawings for small-scale residential buildings <i>Based on CPPBDN 5011A</i>	7.1	Confirm working drawing requirements for building approval application and contractors' use
	7.2	Consult with technical experts to clarify details for working drawings, as required
	7.3	Prepare and organise complete and compliant sets of working drawings in a timely manner for at least three small-scale residential building design projects
	7.4	Finalise building approval for a range of small-scale building design projects, including processing of final drawings and documentation, and notify clients of such
No8 Prepare specifications for all construction works <i>Based on CPCBC 4015A</i>	8.1	Use a range of research methodologies and tools
	8.2	Correctly identify and use specifications for the range of work
	8.3	Apply contractual principles to specification drafting

PART 1 – LOW RISE ACCREDITATION

Competency Standard No		Performance Criteria
No9 Apply principles of energy efficient design to buildings <i>Based on CPCCSV 5013A</i>	9.1	Comply with WHS regulations applicable to workplace operations
	9.2	Apply organisational management policies and procedures, including quality assurance requirements where appropriate
	9.3	Evaluate and report on data, findings, recommendations and strategies for the implementation of energy efficient design principles for at least one building development project and in compliance with the applicable local government authority, relevant legislation, National Construction Code Series, Building Code of Australia and all relevant Australian Standards
	9.4	Provide reports to appropriate body/individual as determined by the project brief
No10 Produce 2-D architectural drawings using CAD software <i>Based on CPCCPM 4003A</i>	10.1	Correctly identifying dimensions, symbols, abbreviations and key features of architectural drawings
	10.2	Correctly identifying styles, characteristics, technologies and decorative styles
	10.3	Correctly identifying particular styles of architecture, including period and type of materials used
	10.4	Demonstrate a sound understanding of the structural function of elements
	10.5	Correctly identify the relationship between architectural styles and structures
	10.6	Apply CAD software

PART 1 – LOW RISE ACCREDITATION

Competency Standard No	Performance Criteria	
No11 Research construction materials and methods and research compliance requirements for small-scale non-residential building design projects <i>Based on CPPBDN 5002A</i>	11.1	Develop a body of current research findings suitable for application to a range of small-scale commercial and industrial buildings, including: <ul style="list-style-type: none"> • Characteristics and applications of materials suitable for structural elements and building envelope • Construction methods and systems applicable to structural elements and building envelope Components and systems for services, including: <ul style="list-style-type: none"> • Compliance requirements • Installation methods
	11.2	Evaluate suitability of materials, construction methods and services for at least three specific projects, covering different types of buildings
	11.3	Systematically document and store research findings
	11.4	Develop a body of current research findings relating to legislation, codes and standards affecting compliance of designs for different types of small-scale commercial and industrial buildings in different project locations and conditions
	11.5	Analyse compliance requirements in relation to a range of different projects and locations
	11.6	Communicate with clients regarding compliance conflicts and constraints affecting design preferences, including proposing innovative solutions

PART 1 – LOW RISE ACCREDITATION

Competency Standard No		Performance Criteria
No12 Consult with clients to produce approved small-scale building project design briefs <i>Based on CPPBDN 5006A</i>	12.1	Prepare for client consultations, including: <ul style="list-style-type: none"> • Gathering and reviewing relevant information; • Confirming stakeholders to be consulted
	12.2	Consult successfully with clients, including: <ul style="list-style-type: none"> • Establishing rapport with clients; • Explaining budgetary constraints; • Obtaining sufficient information to produce design briefs that clients approve; Explaining service fees; Winning contracts for design work
	12.3	Develop and finalise design briefs
	12.4	Complete client service agreements
No13 Inspect and analyse sites and produce measured drawings for small-scale building design projects <i>Based on CPPBDN 5007A</i>	13.1	Safely and thoroughly inspect at least three sites for small-scale building design projects, each site having significantly different features and characteristics
	13.2	Observe and document relevant features and characteristics of sites and neighbouring areas
	13.3	Accurately measure or calculate relevant angles, contours and dimensions
	13.4	Produce sets of accurate and scaled measured site drawings

PART 1 – LOW RISE ACCREDITATION

Competency Standard No		Performance Criteria
No14 Negotiate and finalise planning approval for small-scale building design projects <i>Based on CPPBDN 5010A</i>	14.1	Prepare complete and compliant sets of planning approval drawings and documentation in a timely manner for a range of small-scale building design projects
	14.2	Arrange notifications and cooperative participation in planning approval processes for a range of small-scale building design projects, as required
	14.3	Incorporate negotiated and approved adjustments to drawings and documentation, as required
	14.4	Confirm planning approval application requirements and associated costs for a range of small-scale building design projects, including processing of final drawings and documentation, and notify clients
No15 Produce compliant client-approved working drawings for non-residential buildings <i>Based on CPPBDN 5015A</i>	15.1	Confirm working drawing requirements for building approval application and contractors' use
	15.2	Consult with technical experts to clarify details for working drawings, as required
	15.3	Prepare and organise complete and compliant sets of working drawings in a timely manner for at least three different types of small scale non-residential projects
	15.4	Finalise building approval for a range of projects, including processing of final drawings and documentation, and notify clients of such

PART 1 – LOW RISE ACCREDITATION

Competency Standard No	Performance Criteria	
No16 Prepare a concept design for accessible building work <i>Based on CPPACC 5011A</i>	16.1	Recognising the needs and desires of people with disabilities to engage fully in all aspects of society, and their right to do so
	16.2	Interpreting accurately the impacts of the full range of disabilities and the limitations that each disability places on the individual's ability to access the environment
	16.3	Interpreting accurately how the full range of environmental barriers impact on any of the impairments that people with disabilities might have
	16.4	Integrating an understanding of disability awareness into the concept design for the provision of access
	16.5	Communicating effectively with clients to establish their design requirements for access
	16.6	Identifying and applying relevant building and anti-discrimination legislation to ensure access
	16.7	Preparing a concept design that complies with legislative requirements and fulfils contractual requirements
	16.8	Applying organisational management policies and procedures, including quality assurance requirements
No17 Produce and present rendered animations of 3-D models of small-scale building designs <i>Based on CPPBDN 5016A</i>	17.1	Digitally render 3-D models to photo-realistic quality
	17.2	Digitally animate 3-D models
	17.3	Present rendered animations to clients

PART 2 – MEDIUM RISE ACCREDITATION

The types of buildings covered under this level of accreditation include Class 1 and 10, Class 2 to 9 under the NCC / BCA Classifications, with a maximum rise of 3 storeys and a maximum floor area of 2000m². Applicants applying for this level of accreditation are required to satisfy all the competency standards listed previously for Low Rise Accreditation in addition to the following competency Standards listed for this level of accreditation.

Competency Standard No		Performance Criteria
No18 Research and evaluate construction materials and methods for complex building design projects <i>Based on CPPBDN 8001A</i>	18.1	Determine parameters for the building design project including design brief and legislative requirements
	18.2	Alternative solutions and deemed-to-satisfy solutions for a range of complex building types are researched and evaluated
	18.3	Material, methods and compliance requirements for structural elements for a range of complex building types are researched and evaluated
	18.4	Materials and methods for enclosures for a range of complex building types are researched and evaluated
	18.5	Components and systems for services are researched and evaluated for different types of design projects
No19 Research compliance requirements for complex building design projects <i>Based on CPPBDN 8002A</i>	19.1	Requirements of applicable legislation for complex projects are researched and evaluated
	19.2	Requirements of applicable codes and standards are applied to complex building projects
	19.3	Analyse impact of alternative solutions on project development and need for relevant professional input
	19.4	Constraints placed on design options by compliance requirements are identified and innovative solutions proposed

PART 2 – MEDIUM RISE ACCREDITATION

Competency Standard No		Performance Criteria
No20 Manage the design of Type A constructions <i>Based on CPPBDN 8007A</i>	20.1	Plan and organise the production of design drawings to meet planning approval requirements
	20.2	Integrate expert and specialist input from related professionals engaged to inform the development of the drawings
	20.3	Produce sets of building design drawings and supporting information for at least three different BCA construction Type A projects that meet quality requirements and are completed within given timelines
	20.4	Consult with clients, including: <ul style="list-style-type: none"> • Gaining feedback; • Negotiating and finalising adjustments
No21 Plan and manage complex projects <i>Based on CPCMCM 7001A</i>	21.1	Identify the strategic and operational needs of the project during the planning phase
	21.2	Prepare the project plan including project budget, timelines and resource requirements
	21.3	Appropriate project team members are secured and briefed regarding the project, their roles, levels of delegated responsibility and the outcomes to be achieved
	21.4	Project progress is monitored according to project plan requirements, using appropriate project management tools and methodologies
	21.5	The project is finalised in line with the project plan
	21.6	Opportunities for wider organisational learning, including changes to processes or policies generated by the project, are identified and analysed

PART 3 – OPEN ACCREDITATION

This level of accreditation includes all classes of buildings.

Applicants applying for this level of accreditation are required to satisfy all the competency standards listed previously for Low Rise and Medium Rise Accreditation in addition to the following competency Standards listed for this level of accreditation.

Competency Standard No		Performance Criteria
No22 Scope and initiate large and complex building design projects <i>Based on CPPBDN 8003A</i>	22.1	Client is consulted to determine the level of service, size, budget and timeline for the building project
	22.2	Role and need for professionals and technical experts to contribute to the project are identified
	22.3	Costs associated with the completion of the large and complex building design project are researched and contracts with design consultants are negotiated and finalised
	22.4	Costs associated with the completion of the large and complex building design project are identified and documented
No23 Manage the quality of projects and processes <i>Based on CPCMCM 7002A</i>	23.1	Concepts, principles and tools of quality management and continuous improvement are determined for the current and future service requirements of customers
	23.2	Appropriate financial and non-financial benchmarks are determined and agreed to by relevant stakeholders
	23.3	Project management systems, reporting mechanisms and processes are established and communicated to client and service providers
	23.4	Changes to operational processes, projects or services delivered are recommended and communicated to appropriate personnel and the effectiveness and benefits of implemented changes are monitored and reported

PART 3 – OPEN ACCREDITATION

Competency Standard No		Performance Criteria
No24 Lead the building design team <i>Based on CPPBDN 8004A</i>	24.1	Information on existing staff skills and knowledge is assessed to ensure access to the required mix and level of skills and need for additional human resources or contractors are established
	24.2	Results of performance appraisals are analysed to identify resource requirements and/or professional development needs of staff using a structured performance appraisal system
	24.3	Current and future professional development needs of staff are identified using a range of methods to develop their creative, design and technical skills within the organisation
	24.4	Effective and open communication channels are established and maintained with staff and contractors and the effectiveness and benefits of implemented changes are monitored and reported
No25 Manage the tendering and construction process for a client <i>Based on CPPBDN 8005A</i>	25.1	Form of building contract is determined appropriate to the size and level of the project being undertaken and tender is prepared that addresses all requirements for the build
	25.2	Tender submissions are reviewed against predetermined evaluation criteria and advice is provided to the client regarding the strengths and weaknesses of the various tender bids
	25.3	Routine monitoring of project progress is undertaken to ensure quality and timeliness of the build and clarification of project plans and specifications is provided to the builder as required
	25.4	Disputes or concerns regarding quality, cost or timeliness of project completion are investigated, negotiated and mediated as required
	25.5	Final inspection of the building is made and a report prepared for the client



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