

Architect costs to January 2021, by RIBA stage and year

VAT is paid by the parish council but reclaimed at the end of the financial year, so costs are given excluding VAT.

Date	RIBA Stage	Cost ex VAT	
13/06/2016	0-1	£1,500.00	<u>Stage 0 – Strategic Definition</u>
20/06/2016	0-1	£3,500.00	Prepare Client Requirements; Develop Business Case for feasible options including review of Project Risks and Project Budget; Ratify option that best delivers Client Requirements; Review Feedback from previous projects; Undertake Site Appraisals
11/07/2016	0-1	£3,500.00	
16/08/2016	0-1	£3,500.00	
10/10/2016	0-1	£1,575.00	
			<u>Stage 1 – Preparation and Briefing</u>
			Prepare Project Brief including Project Outcomes and Sustainability Outcomes, Quality Aspirations and Spatial Requirements; Undertake Feasibility Studies; Agree Project Budget; Source Site Information including Site Surveys; Prepare Project Programme; Prepare Project Execution Plan
Subtotal 2016-17		£13,575.00	
14/10/2019	2	£1,000.00	<u>Stage 2 – Concept Design</u>
11/11/2019	2	£2,500.00	Prepare Architectural Concept incorporating Strategic Engineering requirements and aligned to Cost Plan, Project Strategies and Outline Specification; Agree Project Brief Derogations; Undertake Design Reviews with client and Project Stakeholders; Prepare stage Design Programme
09/12/2019	2	£6,000.00	
13/01/2020	2	£1,750.00	
09/03/2020	2 (Option study)	£1,240.00	
09/03/2020	3	£1,860.00	
Subtotal 2019-20		£14,350.00	<u>Stage 3 – Spatial Coordination</u>
			Undertake Design Studies, Engineering Analysis and Cost Exercises to test Architectural Concept resulting in Spatially Coordinated design aligned to updated Cost Plan, Project Strategies and Outline Specification; Initiate Change Control Procedures; Prepare stage Design Programme
01/04/2020	3	£5,480.00	
14/07/2020	3	£510.00	
01/12/2020	3 (Project strategy)	£600.00	
Subtotal 2020-21 to date		£6,590.00	
TOTAL TO DATE		£34,515.00	

Stage 4 – Technical design

Develop architectural and engineering technical design; Prepare and coordinate design team Building Systems information; Prepare and integrate specialist subcontractor Building Systems information; Prepare stage Design Programme

Stage 5 – Manufacturing and Construction

Finalise Site Logistics; Manufacture Building Systems and construct building; Monitor progress against Construction Programme; Inspect Construction Quality; Resolve Site Queries as required; Undertake Commissioning of building; Prepare Building Manual

Stage 6 – Handover

Hand over building in line with Plan for Use Strategy; Undertake review of Project Performance; Undertake seasonal Commissioning; Rectify defects; Complete initial Aftercare tasks including light touch Post Occupancy Evaluation

Stage 7 – Use

Implement Facilities Management and Asset Management; Undertake Post Occupancy Evaluation of building performance in use; Verify Project Outcomes including Sustainability Outcomes

More details of RIBA stages can be found in the accompanying document on the website.