



RIAS

The Royal Incorporation
of Architects in Scotland



RIAS CPD

Practice Essentials

A round up of key areas of practice in 2019

13th March 2019, 1.15pm - 4.00pm

CMS Cameron McKenna Nabarro Olswang LLP,
Saltire Court, 20 Castle Terrace, Edinburgh

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Introduction

Practice Services has organised a CPD afternoon for practitioners which will focus on key areas of practice. In the first part of the afternoon our speakers will cover procedures to recover overdue fees, fee charging and the use of appointment documents.

The second part will concentrate on contract administration procedures with a focus on extensions of time and award of associated damages in the two most popular SBCC Contracts: Scottish Minor Works and Standard Building Contract.

The afternoon is chaired by Mike Towers FRIAS.

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Programme

1315 – 1330 *Registration and coffee*

Part 1 – Fees

1330 – 1355 **Getting Paid** Shona McCusker,
Associate, CMS

Getting your ducks in a row: Requirements of the Architects' Code of Conduct and RIAS appointments in terms of payment; Keeping a paper trail; Providing regular cost updates to the client; How to address and manage out of scope works

Key considerations: Nature of the debt (amount, timing and location); Suspending works; Solvency of the debtor

Assess the options: Negotiations; Seven day letter or statutory demand; ADR; Court and specifically simple procedure

Enforcement: Arrestment; Attachment

1355 – 1420 **Fees Best Practice** Gordon Watson Hon FRIAS

The enhanced SCA/2018 Fee schedule
Using Percentage, lump sum or time charge
Feeing Best Practice
Fee charging on BIM projects and effects on RIBA Plan of Work Fee Stages

1420 – 1435 *Questions and Answers*

1435 – 1450 *Coffee break*

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Programme CONTINUED

Part 2 – Contract Administration

1450 – 1515	Extensions of Time (EoT) EoT in practice (SBCC Minor Works and Standard Building Contracts) The role of the CA in assessing EoT Considering claims for Exceptionally Adverse Weather Delays due to Statutory Undertakers Concurrent Delays EoT before and after Practical Completion – the rules Ethical Issues	Mike Towers FRIAS
1515 – 1540	Liquidated Damages (LADs) LADs overview Avoiding problems with LADs Reminder of how to fill the clause (Nil, left blank or strike out) Procedures to recover LADs Effect of allowing Partial Possession on LADs Position when there are no LAD's and the contract overruns. What recourse?	Christine Worthington Partner, CMS
1540 – 1600	<i>Questions and Answers</i>	

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Getting there

From the airport

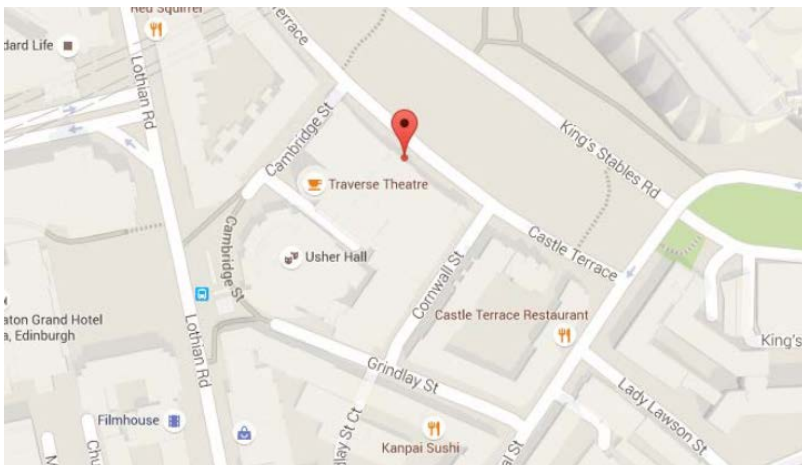
Edinburgh Airport is located 8 miles away from the office. Buses and trams depart every 10 minutes from outside the terminal building taking you directly into the city centre. The journey takes around 30 minutes and cost approximately £5. By taxi the journey takes around 25 minutes and costs approximately £25.

By car

If you are travelling by car, please enter post code EH1 2EN into your satnav for directions to the venue. An NCP car park is situated directly opposite. **Please note that this car park is expensive.**

By train

You can arrive into Edinburgh via two stations, Edinburgh Waverley and Edinburgh Haymarket. Both stations are approximately 10 minutes walk away from the venue.



Practice Essentials

I would like to register for the RIAS Practice Essentials 2019 CPD afternoon.

Delegate details

Delegate Name

Practice Name

Address

Postcode

Telephone

email

My Practice subscribes to Practice Services

Payment details

Please note that RIAS Chartered Practices members will benefit from a 50% discount provided they have a current subscription. Please advise staff at time of bookings.

Payment amount £24 inc VAT (Chartered Practices /Practice Services subscribers only)

£48 inc VAT (All other bookings)

Payment method I enclose payment by cheque made payable to Royal Incorporation of Architects in Scotland

I wish to pay by card (For your security, we will contact you directly for the card number)

Conditions of booking

Please note that cancellations can only be accepted with a minimum of one week's notice.

Delegate name changes can be accepted.

Please complete and email a.s.a.p. to gemma.sinclair@rias.org.uk, or post to RIAS, 15 Rutland Square, Edinburgh, EH1 2BE