RIBA - So What Are The Stages?

The RIBA Plan of Work 2013 organises the process of building design, construction, contracting, and building projects into a number of stages. The content of stages may vary in a range of sub-specific project requirements. The RIBA Plan of Work should be used as a guide for the preparation of detailed professional services contracts and building contracts.

1. **Strategic Definition**
   - Identify client's Business Brief and other input requirements
   - Develop Project Objectives, including Sustainability Strategies and Project Requirements
   - Establish Project Budget, other parameters or constraints and develop Initial Project Brief
   - Undertake Feasibility Studies and Design

2. **Preparation and Brief**
   - Establish Project Programme
   - Develop详细 Concept Design
   - Create Design Brief

3. **Concept Design**
   - Precise Concept Design
   - Develop Design
   - Create Technical and Construction Strategy

4. **Technical Design**
   - Project Design
   - Prepare Project Schedule
   - Establish Construction Strategy
   - Create Construction Strategy

5. **Construction**
   - Prepare Construction Strategy
   - Establish Beams and Timetables
   - Create Construction Strategy
   - Establish Construction Strategy

6. **Handover and Close Out**
   - Undertake Handover
   - Establish Final Schedules
   - Close out

7. **In Use**
   - Establish Final Schedules
   - Undertake Maintenance
   - Close out

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**8 stages**

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**8 task bars**

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**Sustainability Checkpoints**

- **Sustainability Checkpoint 1**
  - Establish Project Brief
  - Establish Project Brief
  - Establish Project Brief
  - Establish Project Brief

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**Information Exchanges**

- **Project Brief**
  - Design and Concept Design
  - Construction Design
  - Establishment of Project Brief
  - Establishment of Project Brief

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**UK Government Information Exchanges**

- Not required
- Required
- Required
- Required
- Not required
- Not required
- Required
- Required

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*Note: The RIBA Plan of Work is designed to support clients and practitioners in planning and implementing building projects.*
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The system comprises 8 stages, numbered from 0-7 (!). Briefly, this is what each entails:

- **Stage 0 – Strategic Definition**: This is the stage when you’re deciding whether or not you have a project at all – it may involve a feasibility study to explore whether a building project is a good idea, and if so what the possibilities are.

- **Stage 1 – Preparation and Brief**: Here you decide what you hope the project will achieve (the ‘Brief’ part), and commission any surveys, for example of an existing building or piece of land (the ‘Preparation’ part).

- **Stage 2 – Concept Design**: Here you start seeing some proposals, initially in sketchy form, and later with more formal drawings. At the end of this stage you will have decided what product it is they are trying to buy – how big the building is, what it looks like, and what you will be able to do with it.

- **Stage 3 – Developed Design**: The design is developed further and a planning application is submitted.

- **Stage 4 – Technical Design**: At this stage other members of the design team input and co-ordinate design information – for example the structural and services design.

- **Stage 5 – Construction**: The contractor gets ready to begin work and then builds the building;

- **Stage 6 – Handover and Close Out**: The builder hands the completed building over and after a period (typically a year) any subsequent defects related to the building work are addressed, and the building contract is concluded.

- **Stage 7 – In Use**: This allows for post-occupancy evaluation and review of whether the project achieved what it set out to.
Comments

The programme shown is for a substantial project with typical timings assuming a fair wind; sometimes the stages may become more drawn out – for example there may be a pause while sufficient funds are raised to be confident making a start with the building work.

Also note that the diagram illustrates a sequential process. Where there is a specific deadline – eg ‘we must be finished by Christmas’ – stages may be overlapped so the overall timescale can be shortened. For example if you were very confident that planning approval would be forthcoming at the first time of asking, then it might make sense to start on Stage 4 while the planning process is still underway. The obvious risk is that if for whatever reason permission is not forthcoming, then some additional fees may be incurred – so the benefits of earlier completion must be substantial and the risks clearly understood.