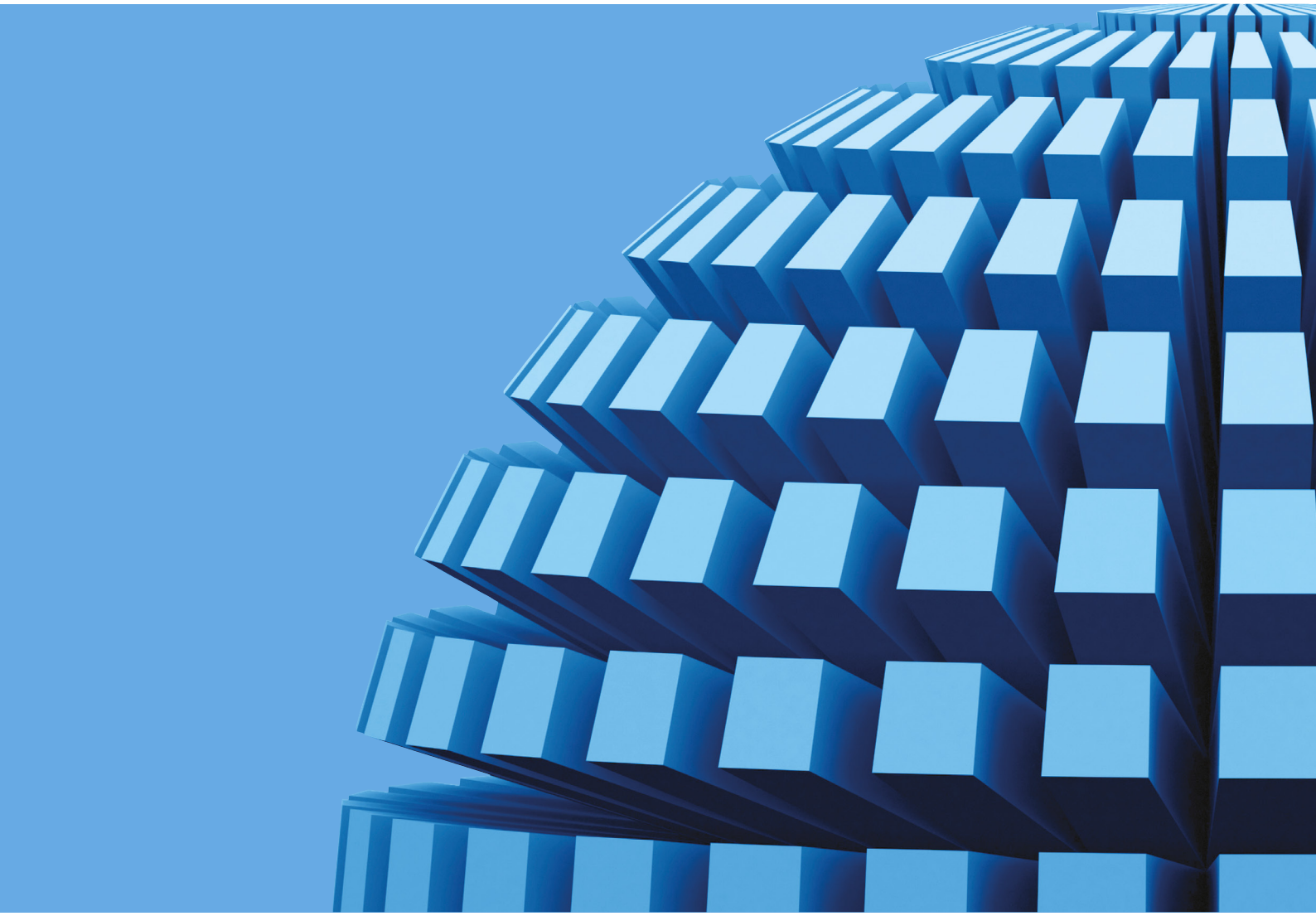
Příloha č. 7 – Princip měření ploch

RICS guidance note

RICS professional standards and guidance, Global

Code of measuring practice

6th edition, May 2015



rics.org/guidance

Code of measuring practice

Guidance note, global

6th edition, May 2015

Published by the Royal Institution of Chartered Surveyors (RICS)

Parliament Square

London

SW1P 3AD

www.rics.org

Produced by the RICS Property Measurement Group

First published 1979; Second edition 1987; Third edition 1990; Fourth edition 1993

Fifth edition 2001; Sixth edition 2007, revised May 2015 (to apply globally) and republished separately January 2018

ISBN 978 1 84219 332 7

Contents

Introduction

Purpose of the Code

The purpose of the Code is to provide succinct, precise definitions to permit the accurate measurement of buildings and land, the calculation of the sizes (areas and volumes) and the description or specification of land and buildings on a common and consistent basis. This may be required for valuation, management, conveyancing, planning, taxation, sale, letting, or acquisition purposes.

The Code is intended for use in the UK only. **[With effect from 18 May 2015 this code became globally applicable.]**

Status of the Code

This Code is a guidance note. It provides advice to members of RICS on aspects of the profession. Where procedures are recommended for specific professional tasks, these are intended to embody 'best practice', i.e. procedures which in the opinion of the RICS meet a high standard of professional competence.

Members are not required to follow the advice and recommendations contained in the guidance note.

They should however note the following points. When an allegation of professional negligence is made against a surveyor, the Court is likely to take account of the contents of any relevant guidance notes published by RICS in deciding whether or not the surveyor had acted with reasonable competence.

In the opinion of RICS, a member conforming to the practices recommended in this guidance note should have at least a partial defence to an allegation of negligence by virtue of having followed these practices.

However, members have the responsibility of deciding when it is appropriate to follow the guidance. If it is followed in an appropriate case, the member will not be exonerated merely because the recommendations were found in an RICS guidance note.

On the other hand, it does not follow that a member will be adjudged negligent if he has not followed the practices recommended in this note.

It is for each individual surveyor to decide on the appropriate procedure to follow in any professional task. However, where members depart from the practice recommended in this guidance note, they should do so only for good reason. In the event of litigation, the Court may require them to explain why they decided not to adopt the recommended practice.

In addition, guidance notes are relevant to professional competence in that each surveyor should be up to date and should have informed himself of guidance notes within a reasonable time of their promulgation.

Responsibility to consumers (users of space)

Long established and understood professional responsibilities to clients are matched by statutory obligations to users of property. It is a criminal offence for those involved in estate agency or property development business to give false or misleading information about specified aspects of land (which includes buildings) that are offered for sale. In this context, the *Property Misdescriptions Act* 1991 and the *Property Misdescriptions (Specified Matters) Order* 1992 specifically refer to measurements and sizes. Those involved in the sale of residential and commercial property to the general public carry these statutory obligations.

The Property Measurement Group does not consider there to be a conflict between the statutory obligations to users and contractual responsibilities to clients. Users of the Code must not overlook these requirements, which underlie the approach adopted in this sixth edition.

A code of measurement, not a code of valuation

The Code deals only with standard measurement practice. Valuation techniques such as the zoning of shops for comparison purposes; the adoption of different rates of value for units into areas of limited headroom; special uses; particular forms of construction; whether a room is a basement room; and the like do not form part of the Code. These matters, and the value, if any, to be attributed to any particular floor areas because of their special characteristics, are part of the valuers', estate agents' or developers' judgment, having regard to their contractual and statutory obligations.

The Code is distinct from that relating to the Standard Method of Measurement of Building Works (SMM), which is commonly used in the construction industry and published by RICSand the Construction Confederation. It is hoped that the Code might be of value to those in the construction industry as a complement to SMM, but in using this Code its primary purpose must be borne in mind.

The Group has not attempted to define everyday words and phrases. To do so is to go beyond the purpose of the Code. The Group is of the view that most weight should be given to common-sense interpretations and less weight to reliance on semantics, when interpreting the meaning of the Code. The Group has however taken the opportunity to incorporate recent judicial guidance on the meaning of 'usable area'.

The core definitions and marketing issues

In order to make the Code easier to use, especially to those not involved in measuring on a regular basis,

the Code contains a hierarchy of definitions. The core definitions are:

- GEA (Gross External Area)
- GIA (Gross Internal Area)
- NIA (Net Internal Area)

It is the advice of the Group that surveyors in their use of the Code, to satisfy their statutory obligations to consumers, rely principally upon NIA when marketing commercial property, or the Residential Agency Guidelines (RAG) when marketing residential property.

The core definitions GEA and GIA are suitable for specialist applications as identified in the Code. GIA can be used for marketing some forms of property, for example industrial. Those using GIA for marketing purposes are advised to take particular care. The Code identifies some of the dangers (for example, GIA 2.12) that could mislead a consumer of space marketed on a GIA basis, should these not be clearly stated.

In its response to a previous draft consultation paper, the Institute of Trading Standards Officers pointed out the line likely to be adopted by the courts. This will be that it does not matter what the professionals may think and understand, it is what the average person thinks and believes that is important in deciding whether statements are misleading or not.

In addition to the core definitions, the Code provides various technical definitions suitable for use in a variety of particular circumstances, and three specialist use definitions for shops, residential and leisure properties.

There may also be accepted conventions for the measurement of specialist types of property. Those concerned with such properties should be aware of any guidance that is provided in the *RICS Valuation - Global Standards* (the 'Red Book').

State separately

Consideration should be given as to whether it would be of assistance to those using the results of measurement calculations to identify separately certain areas which, although included in GIA or NIA, may warrant having a differential value applied.

Valuation Office Agency

The Valuation Office Agency has for many years generally adopted the RICS Code as its basis for measuring property both for rating and council tax. This is subject to the following exceptions:

Gross External Area and Gross Internal Area – areas with a headroom of less than 1.5m are excluded rather than included.

Net Internal Area is used for the measurement of industrial and warehouse buildings in some parts of the country. The Agency hopes to be able to complete the substantial work necessary to change entirely to GIA for the planned 2010 rating revaluation.

Accuracy

During preparatory consultations for this sixth edition of the Code, consideration was given to comments received by the Group, both recently and since the time of the publication of the fifth edition, regarding the matter of accuracy.

The Group acknowledges that users of this Code, with the intention that the results are relied on by themselves or others, should all be termed 'professional measurers'. This is irrespective of the degree of technically sophisticated measuring equipment they might choose to employ so as to report 'accurately' on the task at hand. What professional measurers, or their customers, consider to be the required degree of accuracy in terms of the final reported figures is dependent upon the site-specific conditions and circumstances, across the wide spectrum of sites and properties for which the Code may be applied.

The examples given in the fifth edition were intended to illustrate the extremes of application that might be encountered by the professional measurers as they consider the question of 'fitness for purpose', and these examples are still illustrative.

They might pace out the extents of a tarmacadam car park when valuing an application for interim payment for building works undertaken, but use a hand-held laser measuring device or some technically advanced surveying equipment when measuring the net internal area of office space in a building in the City of London. In the first case, dependent upon circumstances, an accuracy requirement of say +/- 10% of the total area may be acceptable, whereas in the second case a reported figure of better than +/-1% may be expected, again dependent upon circumstances.

So it is worth identifying the parameters for evaluating the level of accuracy that should be attained:

- What is the purpose of the measurement exercise?
- What is being measured?
- What are the site conditions at the time of measurement?
- What would be the ramifications should the level of accuracy be deemed insufficient for the purpose?

What is beyond question is the need for professional measurers not to mislead, intentionally or unintentionally. The former is obviously the foundation of all professional institutions, not just RICS. The latter is one of risk management, to reduce to a minimum the effect of errors when they occur. In this respect, professional measurers should introduce checking mechanisms to their procedures, processes and equipment as a means of delivering a final product to an agreed level of accuracy. Such mechanisms would include recognised equipment calibration techniques and software check routines, given this electronic age of working and reporting, and an appropriate regime whereby these checks are undertaken and audited.

Given the history of the published Code and the sequence of revisions that have been made since the first publication, it is hoped that these guidelines are sufficiently detailed

for the avoidance of misinterpretation and misleading reporting.

There are other RICS publications that consider the topic of accuracy in such detail as deemed applicable to their particular fields of expertise:

- *UK Residential real estate agency* (the 'Blue Book')
- *Measured surveys of land, buildings and utilities,* 3rd edition.

In respect of the application of guidelines contained within this Code, the Group considers that the matter of accuracy in measurement exercises be left to practitioners, the professional measurers.

Metrication

Users of the Code are advised that they should adopt metric units as the standard system of measurement. Wide acceptance of metrication will greatly assist a smooth change over for users of the Code and consumers of space alike. Where the client requires reference to imperial units these may be provided as supplementary information, e.g. in parenthesis.

The British Standard BS 8888: 2006 Technical Product Specification (for defining, specifying and graphically representing products) recommends the inclusion of a comma rather than a point as a decimal marker, and a space instead of a comma as a thousand separator. While the convention has not been adopted in this Code, users should take care to ensure that this does not conflict with client requirements.

Introduction and diagrams

The introduction and diagrams form part of the Code.

Identity

This Code is called the 'RICS Code of Measuring Practice, 6th edition'.

Enquiries

Enquiries concerning the Code should be made in the first instance to:

Professional Standards Team

RICS

Parliament Square

London

SW1P 3AD

UK

Applications reference

Core definitions		Page
Gross External Area	Sections 1.0-1.20	[6]
Gross Internal Area	Sections 2.0-2.22	[10]
Net Internal Area	Sections 3.0-3.21	[14]

Use	Definition	Application	Pages
Building cost estimation			
Non residential all purpose	GIA	APP 4	[11]
Residential insurance	GEA	APP 3	[7]
Estate agency and valuation			
Business use (except those in APP 5)	NIA	APP 9	[15]
Department and variety stores	GIA	APP 5	[11]
Food superstores	GIA	APP 5	[11]
Industrial buildings	GIA or NIA	APP 5	[11]
Offices	NIA	APP 9	[15]
Residential – agency	RAG	APP 20	[29]
Residential – valuation	RV	APP 22	[31]
Retail warehouses	GIA	APP 5	[11]
Shops	NIA or RA	APP 9 or APP 19	[15] or [25]
Valuation of new homes for development purposes	GIA	APP 8 or APP 21	[11] or [31]
Warehouses	GIA or NIA	APP 5	[11]
Property management			
Service charge apportionment	GIA	APP 7	[11]
Service charge apportionment	NIA	APP 11	[15]
Rating			
Business use (except those in APP 6)	NIA	APP 10	[15]
Composite hereditaments	NIA	APP 10	[15]
Council Tax – houses and bungalows	GEA	APP 2	[7]
Council Tax – flats and maisonettes	EFA	APP 22	[31]
Food supermarkets	GIA	APP 6	[11]
Industrial – England & Wales	GIA	APP 6	[11]
Industrial – Scotland	GEA	APP 2	[7]
Offices	NIA	APP 10	[15]
Shops	NIA	APP 10	[15]
Special hereditaments (cost valued)	GIA	APP 6	[11]
Warehousing – England & Wales	GIA	APP 6	[11]
Warehousing – Scotland	GEA	APP 2	[7]
Town planning	GEA	APP 1	[7]

Use	Definition	Application	Pages
Technical definitions			
Building Frontage	BF	APP 18	[21]
Ceiling Height	CH	APP 14	[21]
Clear Internal Height	CIH	APP 13	[21]
Cubic Content	CC	APP 12	[21]
Eaves Height	EH	APP 14	[21]
Gross Site Area	GSA	APP 17	[21]
Maximum Internal Height	MIH	APP 14	[21]
Plot Ratio	PR	APP 18	[21]
Raised Floor Height	RFH	APP 14	[21]
Site Area	SA	APP 15	[21]
Site Depth	SD	APP 18	[21]
Site Frontage	SF	APP 18	[21]
Special use definitions – shops			
Ancillary Area	AA		
Built Depth	BD		
Gross Frontage	GF		
Net Frontage	NF		
Retail Area	RA	APP 19	[25]
Shop Depth	ShD		
Shop Width	SW		
Storage Area	SToA		
Special use definitions – residential			
Effective Floor Area	EFA	APP 22	[31]
Net Sales Area	NSA	APP 21	[31]
Residential Agency Guidelines	RAG	APP 20	[29]
Residential Values	RV		

Core definitions and diagrams

Gross External Area

1.0 Gross External Area (GEA)			
Gross External Area is the area of a building measured externally at each floor level.			
Including		**Excluding**	
1.1	Perimeter wall thickness and external projections	1.16	External open-sided balconies, covered ways and fire escapes
1.2	Areas occupied by internal walls and partitions	1.17	Canopies
1.3	Columns, piers, chimney breasts, stairwells, lift-wells, and the like	1.18	Open vehicle parking areas, roof terraces, and the like
1.4	Atria and entrance halls, with clear height above, measured at base level only	1.19	Voids over or under structural, raked or stepped floors
1.5	Internal balconies	1.20	Greenhouses, garden stores, fuel stores, and the like in residential property
1.6	Structural, raked or stepped floors are to be treated as a level floor measured horizontally		
1.7	Horizontal floors, whether accessible or not, below structural, raked or stepped floors		
1.8	Mezzanine areas intended for use with permanent access		
1.9	Lift rooms, plant rooms, fuel stores, tank rooms which are housed in a covered structure of a permanent nature, whether or not above the main roof level		
1.10	Outbuildings which share at least one wall with the main building		
1.11	Loading bays		
1.12	Areas with a headroom of less than 1.5m		
1.13	Pavement vaults		
1.14	Garages		
1.15	Conservatories		

Applications (when to use GEA)		**Notes** (how to use GEA)	
APP 1	**Town planning** – GEA is the basis of measurement for planning applications and approvals, i.e. site coverage (including plot ratio)	GEA 1	**Diagrams** – diagrams A and B illustrate how to apply GEA
APP 2	**Rating and council tax** – GEA is the basis of measurement for council tax banding of houses and bungalows (areas with a headroom of less than 1.5m, integral garages and attached structures of inferior quality, e.g. porches, being excluded), and for the rating of warehouses and industrial buildings in Scotland	GEA 2	**Party Walls** – in shared ownership are to be measured to their central line
APP 3	**Building cost estimation** – GEA is the preferred method of measurement for calculating building costs of residential property for insurance purposes		

Diagram A – Example of appropriate dimensions for GEA defined industrial/warehouse end terrace unit

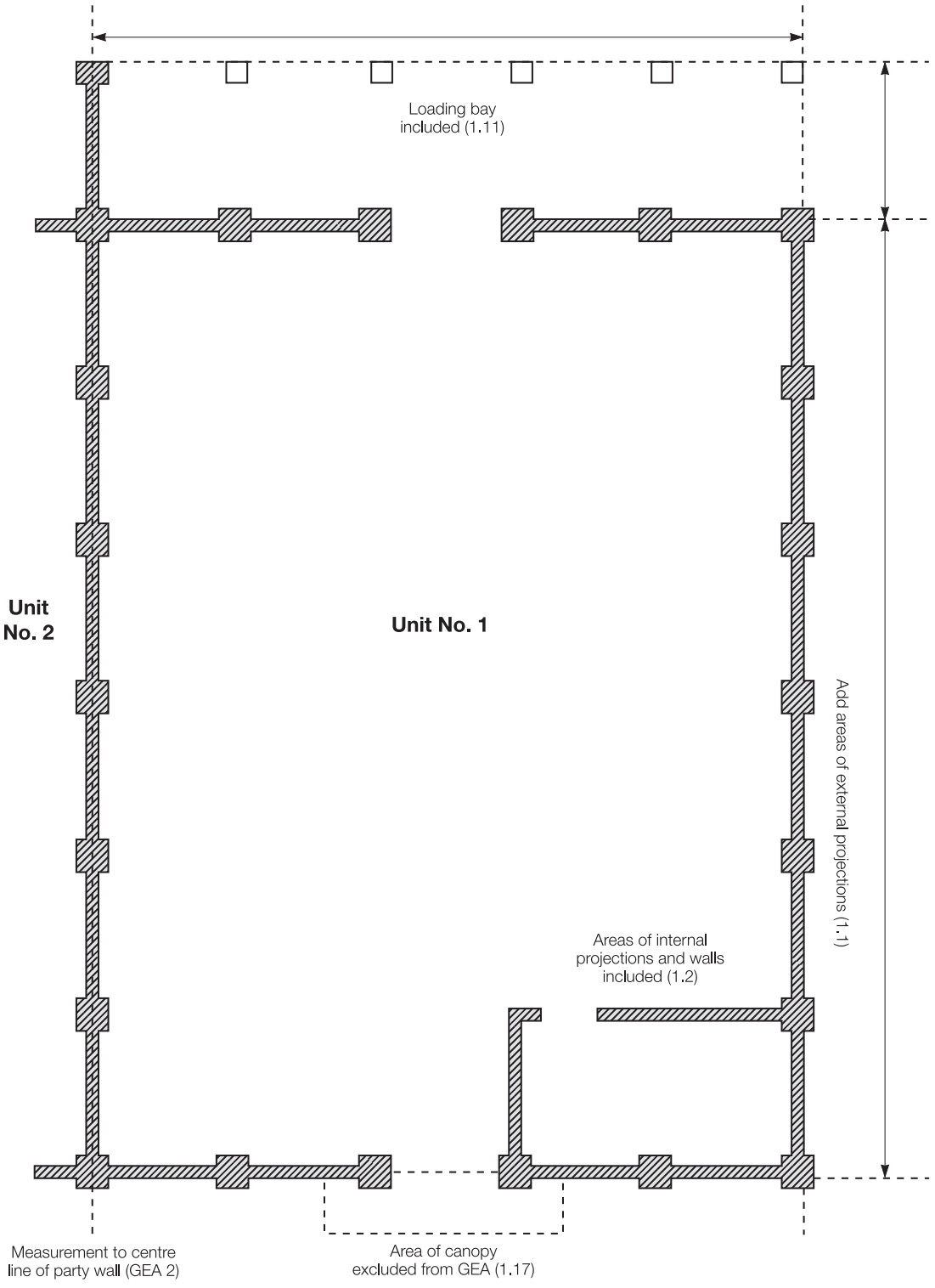


Diagram B – Example of appropriate dimensions for GEA defined terrace house