



Architectural Assistant - Part 2  
Recruitment Brief

April 2022 FINAL  
FUTURE **BUILT**





## A nationally recognised, future-focused practice offering award-winning, cross-sector building design services.

We are Watson Batty Architects

With studios in Leeds and Loughborough, Watson Batty Architects has more than 45 years' experience creating many types of buildings across a diverse range of sectors.

We undertake projects throughout the UK, ranging from commercial refurbishments to multi-million-pound new-build projects and ground-breaking regeneration schemes. Our cross-sector experience includes the areas of Learning, Retail, Commercial, Living, Regeneration, Industrial, Sport & Leisure, Transport and Faith-related projects.

Our core architecture business is supported by specialist in-house services, including Masterplanning, Access Consulting, Listed Building Advice, Graphics & Visualisation, Party Wall Surveying, Health & Safety Management, Principal Designer, Interiors, and Project Management.

Today, our team comprises over 30 architects, interior designers, technicians and masterplanners. Our management structure consists of four Directors, supported by two Regional Directors, an Associate Director and three Associates who manage each sector, lead the design teams and monitor staff resource.

With a strong and respected brand, a financially robust business, a healthy project pipeline, and a strategy to invest in exceptional talent, we are a company that is built for the future.

# Our Approach

---



Peter White  
Managing Director

## Putting our clients first

Reliable, professional and knowledgeable, Watson Batty Architects are a trusted design practice because we take time to understand our clients and their specific needs. Our motivation as designers is to interpret and articulate the client's vision, turn it into outstanding architecture and add value at every opportunity.

## Creating places for people

Whatever purpose a building may serve and within whatever sector it falls, our ethos is to place users at the heart of the design process and create the very best environments that nurture and inspire.

## Responding to the Climate Crisis

Sustainability sits at the very heart of everything we do; it is an integral part of good architecture, not a concept to be bolted on at the end. With over 40% of the UK's carbon footprint attributed to the built environment, we recognise our responsibility to help reduce the causes of our climate emergency.

## Championing change and innovation

The building industry is progressing fast, and we're moving with it. We're embracing Modern Methods of Construction, which use offsite building techniques and digital technologies to minimise site construction, reduce waste and energy, and increase project efficiency. And we utilise the latest Building Information Modelling technology, enabling us to lessen cost and risk by sharing information about design, construction and operation in a virtual form.

## Employing the best talent

Our highly qualified and experienced architects and support teams are committed to providing clients with exceptional service combined with the highest levels of design and technical expertise.

## Harnessing cross-sector knowledge

We provide a truly multi-disciplinary service for a diverse client base operating in a range of sectors. With over 45 years' experience designing and working within various environments, we have a successful track record in the design, delivery and completion of facilities that integrate a variety of uses.



"With an experienced team at the forefront of architecture, we're designing functional and inspiring buildings that help clients realise their ambitions and uphold their responsibilities to users, communities and the environment."

# Our Foundations



## FUTURE BUILT

**Creative** with a **Practical Approach**

**Respected** within our **Profession**

We **Boldy** rise to the **Challenge**

A **Foundation** of **Knowledge**

**Assured** in our **Delivery**

**Go-ahead** Attitude

We've built our valued reputation by upholding our guiding principles and core values.

Our four guiding principles ensure we never lose sight of what makes us a successful and respected practice that provides outstanding service to clients:

### Providing measurable value

We create spaces that work. It's not enough for architecture to have a positive visual impact. We pride ourselves on offering cost-effective, feasible design solutions that are buildable, functional and well-detailed.

### Reliable and professional

Our clients don't just know us, they trust us. Our broad experience and our unbending commitment to deliver are two reasons why we have client relationships that span three decades.

Memorable, meaningful and motivating, our **core values** are the fundamental qualities of our business and brand that we live and breathe.

### Great to work with

We work openly and with energy. We believe the design process should be collaborative and enjoyable. Listening and understanding always come first. And as a project progresses, free-flowing communication remains central to its success.

### Future-focused

We never stand still. Technologies and processes in our industry are constantly evolving and improving, and we readily adapt to offer our clients the best possible service. The need to push the boundaries of our capability is central to our ethos.

"The team at Watson Batty Architects have been excellent. As a client, I feel that they have fully understood and met the brief, have a grasp of our priorities, expectations and limitations. It is difficult to assess some of the points above as we are so early in the process, but I am confident that going forward Watson Batty will not disappoint."

Laura Whitehead, Project Manager, Leeds City Council

# Our Capability Statement

Welcome to an abbreviated survey of our portfolio and an articulation of our approach and process.

The purpose of this document is to demonstrate the breadth of our experience, showcase the quality of our design, and prove our appreciation for the standards and challenges that drive those who commission buildings.

The work showcased covers selected recent projects, arranged across the following sector areas. Many case studies incorporate several of these areas, demonstrating our cross-sector experience.

We will also cover the various strategies and technologies which enable us to design smartly and more efficiently, but above all, design better buildings for our clients.



**Learning**  
Creating safe, functional and inspiring environments



**Workplace**  
An evolving space with a positive purpose



**Sport & Leisure**  
Satisfying stakeholders and embedding flexibility



**Transport**  
Riding the cutting edge of future travel



**Retail**  
Invigorating and reinventing a changing sector



**Sustainable Design**  
Bringing long-term positive benefit to people and planet



**Living**  
Desirable, sustainable and compliant homes



**Strategic Masterplanning**  
Transforming places and delivering measurable value



**Logistics**  
A deep knowledge of a burgeoning industry



**Building Information Modelling**  
Increasing efficiency through advanced technology



Over **28,000**  
New School  
Places



Working  
on Projects  
throughout the **UK**



Delivered  
projects  
at **5** Airports  
in the UK



**5000+**  
New Homes  
Across the UK



**1.7m sq.ft**  
New Food Retail  
for Morrisons



Supported and  
Worked Alongside  
**15** Major  
University  
Clients



**6**  
Sport, Leisure  
and Wellbeing  
Facilities Delivered



Over **85** Leading  
Education  
Clients



**4.1m**  
sq.ft New  
and  
Refurbished  
Mail Centres  
for Royal Mail

“Their knowledge and understanding gives them an excellent foundation to develop project specific bespoke solutions that address local context whilst working within the latest construction guidelines.”

Paul McCletchie, Pre-Construction Director, Galliford Try

# Life at Watson Batty

## Our staff

- Shared purpose enabling development and wellbeing
- Value what people bring to our organisation
- Support our staff to develop and be their best
- Team spirit
- CPD/training and design sessions/sharing good practice
- Regular social events
- Support for local charities



## CSR

As a practice, we recognise the importance of approaching Corporate Social Responsibility in a coordinated and committed manner to make a positive impact to our clients, the community, our partners and the environment.

Through our culture, our work in the community and both our environmental and ethical policies, we strive to ensure our part in CSR is brought to the attention of our staff at all times. We encourage the utmost efforts both as individuals and as a company to operate in an ethical manner, both currently and as a future focus of the practice.

The nature of our work makes our impact on the environment at the forefront of how we operate, and we subscribe to the concept of environmentally aware design, supporting the activities of the entire development team in meeting this objective. Through our design approach we are committed to reducing the impact of our own activities on the environment and raising the awareness of this to our staff, external clients, subcontractors and suppliers. It is in our best interest to achieve client satisfaction and retention through a commitment to policies of good practice and service, and adhere to Statutory and Regulatory requirements in doing so.

Being future focused, we value diversity in the workplace and believe in caring for our employees and work experience students, encouraging continual learning and development opportunities across the business. As a firm and as individual staff members, we understand the significant impact we can have on the community and are therefore dedicated to being a responsible contributing member of society both through financial and active support.



## Supporting the next generation



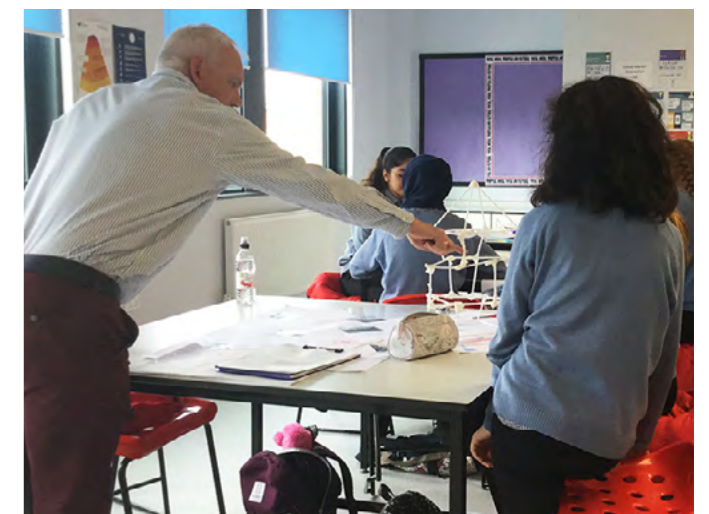
### Student Support and Mentoring

Watson Batty Architects annually support RIBA's Student Mentoring programme. From our Midlands office in Loughborough we provide formal mentoring support to RIBA Part 1 students at the Leicester School of Architecture, De Montfort University. This is in collaboration with the RIBA East Midlands regional office. On each occasion we undertake to provide two or three students each academic year with office / practice experience, site visits, an opportunity to attend project / client meetings and an insight into the working life of an architectural practice. This takes place over the course of each academic year and involves a minimum of three dedicated half day events in addition to providing ongoing contact / accessibility with each allocated student. We are committed as a practice to supporting the future of our profession and the next generation of architects. This year we are helping judge the RIBA East Midlands Student Awards based on the theme of sustainability in both Part 1 and Part 2 work.

A number of WBA staff also support students in schools of architecture in our local regions including Sheffield, Nottingham, De Montfort and Loughborough universities kick-starting their careers, mentoring a number of students from each of these Universities.

### Work in Schools

In line with our obligations set out as part of the 2030 Climate Challenge and Architects declare, we are pleased to have the next generation of Architectural talent driving this climate agenda as part of our studio.



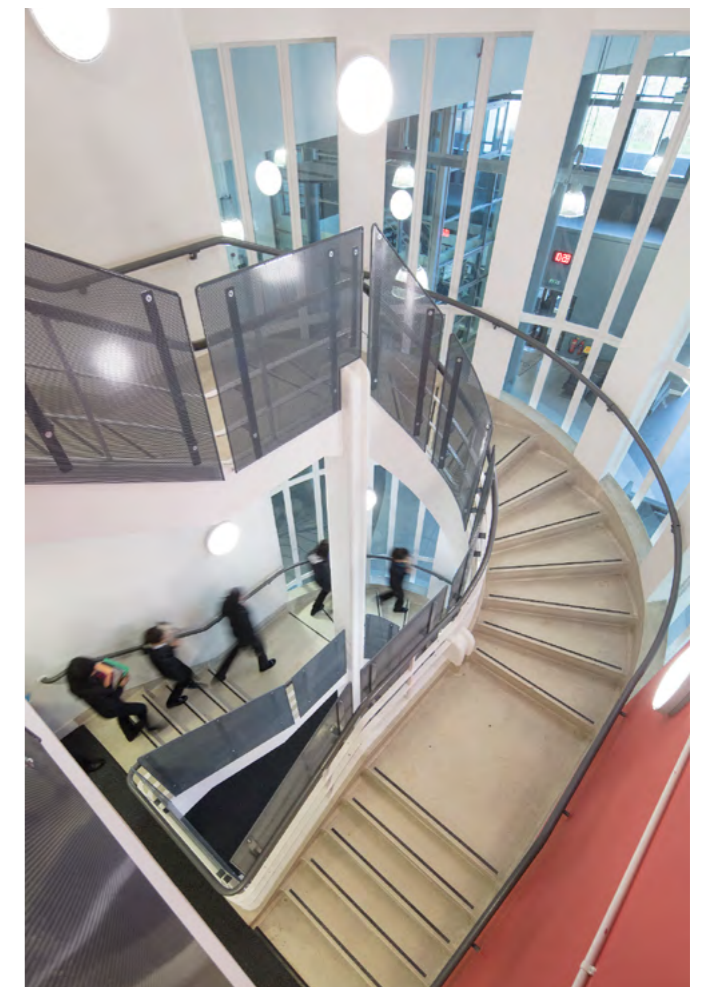
## Dixons McMillan Academy

Dixons McMillan Academy is the 4th Free School to be operated by the Dixons Academy Trust. Located on Trinity Road in Bradford, the free school occupies the former Bradford College site. The proposals converted the existing college building into a Secondary School for 720 pupils aged 11 to 18.

Design proposals included the partial demolition of the existing building as well as the conversion of a new build extension and a new build free standing sports hall with changing facilities.

Responding to the client's brief the proposals create a school environment which is centered around a large multi-use 'heart' space. Watson Batty Architects created a central covered heart space by enclosing the existing semi-courtyard entrance area by providing a new glass frontage and entrance to the building. The existing building has undergone a major refurbishment to create suitable teaching spaces and facilities as well as allowing the academy to function efficiently and securely.

Alongside the new heart space and entrance foyer there is a new sports hall facility with integrated changing provisions and storage. Together with landscape and highways proposals the scheme was successfully completed in November 2016.





“It has been a pleasure working with the WBA team on Egham Leisure Centre. The project was a real collaboration and the client was listened to and the contribution was always treated as valid. Any challenges faced were dealt with positively and with an enthusiasm to find innovative but practical solutions.”

Tom Mukherjee-Neale, Project Manager, Places for People

### Egham Orbit Leisure Centre

Egham Orbit Leisure Centre launches the first-phase of The Runnymede Regeneration Programme (RRP), a programme that will see several sites re-developed across the Borough. The new build leisure centre offers Egham a unique, improved and distinctive sporting, leisure, health and wellbeing destination; a place which will significantly enhance the existing facilities to benefit the wider community. Now completed, the Centre provides a wide range of sport and leisure facilities, creating a compact and effective complex reflecting a modern approach to leisure centre delivery.

The composition of the building and landscape strategies sympathetically respond to the existing site context and topography, maintaining the existing links with the surrounding residential areas. The design aims to increase participation in a wide variety of indoor and outdoor activities by providing a safe, welcoming and comfortable environment as well as providing a facility which is secure and energy efficient.

The new facilities that replace the existing leisure centre will provide a 25m 8 lane swimming pool and a 10m x 10m learner pool, both with movable floors; wet splash area; soft play area and various dedicated changing room facilities including wet, dry, communal and change for outdoor sports. Additional facilities include a health suite with spa and 8 treatment rooms; crèche with outdoor terrace and play area; 4 court sports hall and a fitness suite with 2 consultation rooms. Flexible spaces have been made available with one dedicated to indoor cycling or training and a further 2 multi-use studios featuring sliding/folding doors. Staff offices with breakout areas and a cafe with outdoor terrace are included, with outdoor spaces being landscaped to complement the completed leisure centre design.

Due to the site's location in a designated area of the Green Belt, close attention was paid to the façade and landscape design, ensuring the development complemented its setting. The Centre achieved a Very Good BREEAM Rating.




## Burchester Court Extra Care Housing, Grimsby

Watson Batty Architects (WBA) were appointed to support ESH Construction deliver a new build, 60-unit extra care facility in Grimsby. WBA assisted ESH Construction with their D&B tender to Morgan Sindall Later Living for this state-of-the-art new build scheme, providing technical advice on deliverability and detailing issues.

The development is located on Winchester Avenue on the Nunthorpe Estate and has been made possible due to a £10.2 million investment from Places for People Living+ and Homes England. Our role was to carry out the detailed design and working drawings packages to aid ESH during the construction phase.

This new, highly anticipated scheme was delivered by Morgan Sindall Later Living (now Lovell Later Living) and will provide 60 extra care apartments in Grimsby. The project is part of a wider partnership to deliver 300 extra care apartments supporting elderly people to live safely and independently with care on hand if required.





"Watson Batty are on our consultants framework and have successfully delivered numerous projects. The company works well as lead consultant being part of the design team; their collaborative approach has helped to ensure projects are maintained to the various targets on programme and cost."

Alan Smith Hill, Head of Infrastructure Estate, Royal Mail Group

## Logistics

### A deep knowledge of a burgeoning industry

From one-off new-build factories to the planning of vast estates, we have extensive experience in designing for distribution, logistics, warehousing and processing. Our clients in this field are both developers and end-users.

The processes that happen inside these facilities and the functions of their external areas are complex and precise. From creating effective site layouts to state-of-the-art, energy-efficient solutions, our sector-specialist architects and their supporting technical staff understand every demand and nuance.

It's certainly an area that requires a firmly practical approach, but it also demands an ability to deal with the uncommon. Developing innovative solutions for unique situations is often our answer. In this growing industry that's now part of our national infrastructure, technology is constantly changing the landscape. Recently, our experience has expanded to cover coordination with robotic automation suppliers, allowing our clients to operate at the cutting-edge of the supply chain.



## No 1 Broughton Park - JBA Consulting Internal Office Fit Out

Watson Batty Architects were appointed early 2018 as the Interior Design Consultants for the internal fit out of a new rural building on the Broughton Hall Estate. Creating 20,000sq.ft of office space, the newbuild, horseshoe shaped, two storey building with timber shingles and zinc roof is set in the grounds of a farm on the estate. In a move to consolidate their head office within Skipton, JBA Consulting, currently located on the Broughton Hall Estate Business Park, will relocate to the building alongside JBA Risk Management.

With the current trends in workplace for agile working, hot desking and a strive for a healthy workplace, the design was approached in a manner that would work best for each side of the company. Due to the nature of the work, Consulting follow a more traditional way of working in terms of desking stations, whilst Risk are in favour of a hot desking system.

Centrally in the building next to the main entrance, there is a hub of agile working with a mixture of furniture types, allowing staff to work in the most productive manner for them. This agile hub is located next to a breakout zone and meeting rooms to facilitate collaboration and mixing between the two elements of the company.

The rural location of the building set out a stall for the interior design approach with the client requiring a sleek modern office for their clients to visit alongside retaining the feel of the location in the countryside. Muted tones with occasional bold colours integrated on furniture and bespoke joinery screens against statement flooring, such as Bolon Shapes, create a contrast to the lacquered ply finish on all walls. The project was completed late March 2019.



# Job Description

---

## Architectural Assistant - Part 2

### Reporting Relationships

Reporting to: Project Leader  
Direct reports: n/a

---



### Key Responsibilities

- To assist in raising the profile of architectural design within the practice
- To challenge existing ways of designing buildings including aesthetics, technologies and materials used
- To develop a clear understanding of the design and procurement process and show the ability to start to engage with others within the process including colleagues, clients, consultants and contractors
- To support the delivery of all projects from inception to completion in line with the company processes and procedures ensuring client files are continually maintained, design and working drawing packages completed and that the highest standard of design excellence / quality is delivered
- To carry out works in line with the agreed delivery targets
- To develop a better understanding of the job running process
- To contribute towards the development and awareness of architectural knowledge, design quality, technical excellence, new technologies and sustainability
- To attend college in accordance with RIBA guidelines & recommendations, and carry out all course work set by college in a conscientious manner
- Liaise with assigned office mentor with regards to any course work concerns that may arise
- To maintain a weekly diary or log of all tasks carried out over the course of the year and complete their PEDR in accordance with RIBA guidelines & recommendations. This will be discussed on a monthly basis with their office mentor to agree any shortfall in their training
- To ensure accurate and timely completion of all timesheets in order to ensure all projects are delivered within time and cost budgets
- Carry out Continual Professional Development (cpd) to maintain a professional service and competence in areas relevant to professional work and discharge the requirements of any engagement with commensurate knowledge and attention to detail

### Key Competencies

- Innovative Thinker – demonstrates the ability to produce architectural ideas at the cutting edge of design and is capable of exploring ideas outside of the ordinary. Has the ability to interpret and analyse a client’s brief, in order to develop challenging solutions
- Team Worker – ability to communicate clearly and enthusiastically with other team members
- Good Communicator – Communicates in a clear and concise manner and checks that communicated messages have been received and understood
- Knowledge Sharing – Seeks, applies and shares knowledge by making use of the knowledge and experience of other team members and colleagues in order to improve performance
- Personal Development – Managing professional development towards full qualification and willing to seek advice and learn as part of this process

# Job Description

## Architectural Assistant - Part 2



### Education / Qualifications

- RIBA Part II qualified with a degree/diploma in architecture from an RIBA recognized School of Architecture

### Skills & Experience

- Minimum 1 year practical experience within an architects' office
- IT literate including REVIT, CAD and suitable presentation software skills
- Proven quality project scheme designs indicating creative architectural solutions
- Good hand drawn illustration and presentation skills
- Knowledge of current relevant design and construction issues and building techniques, in particular sustainable design
- An awareness of the construction process and implications of design decisions on project costs

### Other

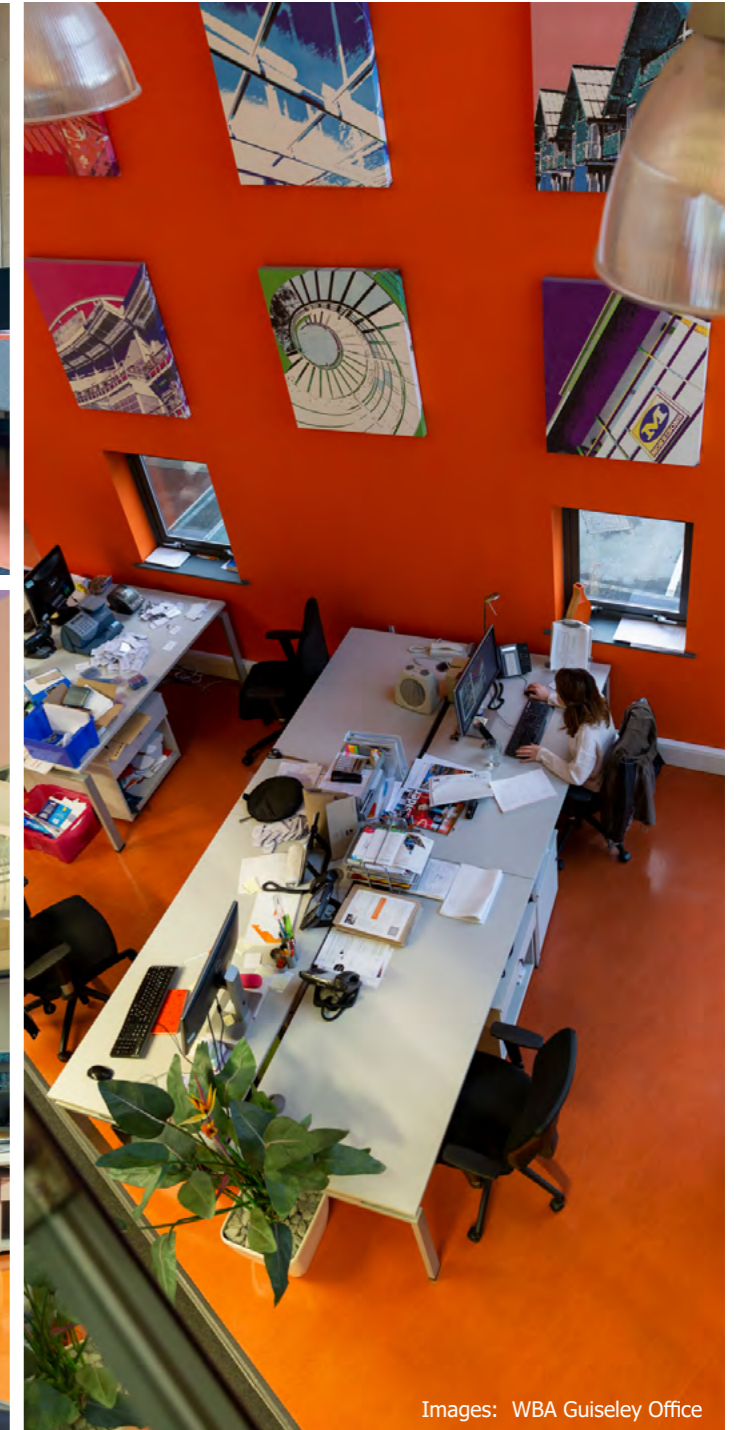
- Site visits will potentially be required, and due to the locations, access to own transport would be highly desirable

### Location

Watson Batty Architects Ltd  
Shires House, Shires Road  
Guiseley  
Leeds  
LS20 8EU

or

Watson Batty Architects Ltd  
Unit 3, Loughborough Technology Centre  
Epinal Way  
Loughborough  
LE11 3GE



Images: WBA Guiseley Office

