

# SQA Advanced Unit Specification

## General information

<b>Unit title:</b>	Kitchen Planning and Design (SCQF level 8)
<b>Unit code:</b>	J47M 48
<b>Superclass:</b>	TJ
<b>Publication date:</b>	June 2020
<b>Source:</b>	Scottish Qualifications Authority
<b>Version:</b>	01

## Unit purpose

This unit is designed to enable learners to develop the knowledge and skills required to evaluate the design of a commercial kitchen, including the equipment required for various types of food production operation.

The design of a commercial kitchen should ensure the smooth flow of staff, processes and activities around the kitchen, as well as enabling the effective utilisation of equipment and produce while complying with current legislation. Learners will explore how cost, efficiency and food hygiene and health and safety regulations affect the design of a commercial kitchen.

## Outcomes

On successful completion of the unit, the learner will be able to:

- 1 Evaluate the factors that affect the physical planning, design and financing of a commercial kitchen.
- 2 Identify the legislative requirements that relate to kitchen planning and design.
- 3 Evaluate the layout of a commercial kitchen and produce an accurately proportioned drawing/plan of the area.

## Credit points and level

1 SQA unit credit(s) at SCQF level 8: (8 SCQF credit points at SCQF level 8).

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### **Recommended entry to the unit**

Entry to this unit is at the discretion of the centre. However, it will be beneficial if learners have knowledge of relevant legislation. This could be evidenced by possession of a food hygiene unit at SCQF level 6, a similar qualification or experience.

### **Core Skills**

Achievement of this Unit gives automatic certification of the following:

Complete Core Skill                      Problem Solving at SCQF level 6

### **Context for delivery**

If this unit is delivered as part of a group award, it is recommended that it should be taught and assessed within the subject area of the group award to which it contributes.

### **Equality and inclusion**

This unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods, or considering alternative evidence.

Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements).

### Statement of standards

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Acceptable performance in this unit will be the satisfactory achievement of the standards set out in this part of the unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

Where evidence for outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Learners should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

#### Outcome 1

Evaluate the factors that affect the physical planning, design and financing of a commercial kitchen.

##### Knowledge and/or skills

- ◆ The constraints involved in kitchen planning and design
- ◆ The importance of good planning and design
- ◆ The impact of utilities/services on kitchen planning and design
- ◆ Procurement of kitchen equipment
- ◆ Assessing costs, budget requirements and methods of financing kitchen equipment

#### Outcome 2

Identify the legislative requirements that relate to kitchen planning and design.

##### Knowledge and/or skills

- ◆ The main requirements of the Food Safety Act and the Food Hygiene (Scotland) Regulations
- ◆ The requirements of Waste (Scotland) Regulations
- ◆ The requirements of The Water Supply (Water Fittings) (Scotland) Byelaws
- ◆ The requirements of Control of Substances Hazardous to Health Regulations (COSHH)

#### Outcome 3

Evaluate the layout of a commercial kitchen and produce an accurately proportioned drawing/plan of the area.

##### Knowledge and/or skills

- ◆ Producing accurately proportioned plans
- ◆ Analysing food production areas
- ◆ Categorising equipment
- ◆ Factors that influence the siting and installation of equipment
- ◆ Identifying improvements to kitchen layout
- ◆ Evaluating the impact of changes to kitchen layout

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### Evidence requirements for this unit

Learners will need to provide written/oral evidence to demonstrate their knowledge and/or skills across all outcomes.

#### For Outcomes 1 and 2, learners are required to:

- ◆ Identify the constraints involved in the planning and design of a commercial kitchen, should include:
  - size of kitchen
  - types of material (eg, for surfaces, walls, floors, ceilings)
  - design layout options
  - relevant specialists
  - the impact of menu style on equipment requirements
- ◆ Explain the importance of good planning and design in relation to:
  - the prevention of food contamination
  - work flow efficiency
  - effective utilisation of equipment and produce
  - creation of a safe working environment
  - compliance with legislation
  - compliance with waste management
- ◆ Identify the utilities/services required in food production operations and explain the impact they have on planning and design, should include:
  - gas
  - electricity
  - water
  - drainage
  - ventilation
- ◆ Identify the equipment requirements for a food production operation, should include:
  - food storage
  - food preparation/waste
  - cooking
  - serving
- ◆ Assess costs and budget requirements of possible design options and identify two methods of financing kitchen equipment
- ◆ Describe the main requirements of the following regulations in relation to kitchen planning and design:
  - Food Safety Act and the Food Hygiene (Scotland) Regulations
  - The Waste (Scotland) Regulations
  - The Water Supply (Water Fittings) (Scotland) Byelaws
  - The Control of Substances Hazardous to Health Regulations (COSHH)

**Evidence should be generated under supervised conditions.**

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### For Outcome 3, learners are required to:

- ◆ Evaluate the layout of an existing commercial kitchen and the range of equipment it contains
- ◆ Produce an accurately proportioned plan of the commercial kitchen
- ◆ Identify the advantages and disadvantages of the existing food production area
- ◆ Categorise the equipment according to requirements of the existing production area
- ◆ Identify the factors influencing the siting and installation of the equipment
- ◆ Make recommendations for improvements to the layout of the existing kitchen, including positioning of equipment to:
  - optimise workflow
  - improve energy usage
  - assist cleaning, maintenance and safety
- ◆ Produce an updated plan of the kitchen to illustrate the recommended changes
- ◆ Identify the expected impact of the recommended changes on inter-departmental working

### Support notes

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Unit support notes are offered as guidance and are not mandatory.

While the exact time allocated to this unit is at the discretion of the centre, the notional design length is 40 hours.

#### Guidance on the content and context for this unit

##### Outcomes 1 and 2

Understanding of the constraints involved in kitchen planning and design should be covered, such as:

- ◆ size and shape of kitchen
- ◆ types of building materials (ceiling, floor, walls, surfaces)
- ◆ design layout options
- ◆ impact of menu style on equipment requirements

Relevant specialist who may be consulted should be explored, for example:

- ◆ architects
- ◆ kitchen planners/designers
- ◆ equipment manufacturers and suppliers

Learners should develop an understanding of the types of menu to be produced and how these will affect the layout and types of equipment needed along with available staff skills.

The range of equipment should include:

- ◆ food storage
- ◆ food preparation
- ◆ cooking
- ◆ serving

Learners will need to make reference to utilities/services and the reasons for any changes to them explained. Utilities/services include:

- ◆ gas
- ◆ electricity
- ◆ water
- ◆ drainage
- ◆ ventilation
- ◆ suppliers

The need for good lighting to ensure that all areas can be seen to be clean and that work can be carried out safely and that good ventilation is required for temperature and humidity control could be discussed.

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The legal requirement for the following could be discussed:

- ◆ Provision of wholesome and adequate supplies of hot and cold water for food preparation and associated cleaning practices
- ◆ Development of good internal and external waste disposal practices
- ◆ Provision of staff washroom facilities
- ◆ The use of durable and impermeable material in the construction and maintenance of commercial kitchens in order to limit physical, chemical and microbial contamination

The need for the siting of fixtures and fittings to facilities the ease of cleaning and access for cleaning should be stressed. The design, construction and effective maintenance of premises with respect to the prevention of access, restriction of breeding sites and control of infestation by pests including rodents, birds and insects should be discussed.

Reference could also be made to the need to consider factors influencing the siting of food production facilities.

Legal requirements could include:

- ◆ When and who to seek approval from for design proposals (eg, local authority building departments, environmental health officers, etc)
- ◆ The Food Safety Act and the Food Hygiene (Scotland) Regulations as they relate to the hygienic operation of food premises.
- ◆ The Waste (Scotland) Regulations
- ◆ The Water Supply (Water Fittings) (Scotland) Byelaws
- ◆ The Control of Substances Hazardous to Health Regulations (COSHH)

### Outcome 3

The commercial kitchen identified for the work contained in Outcomes 3 should be a kitchen that the learners are familiar with.

The effects of installing and using the equipment should include the nature of procedures that can be performed more efficiently in terms of achieving standards, compliance with legislation and use of staff time. It may also refer to the need for further staff training, costs and ease of maintenance.

Reference could also be made to the National Occupational Standards (NOS) unit PPL 4KM37 *Plan and Design Operational Areas*. This NOS unit covers the input to the design and development of kitchen areas by the person in charge of a commercial kitchen. The design should ensure the smooth flow of staff, processes and activities around the kitchen, the effective utilisation of equipment and produce and compliance with relevant legislation.

### Guidance on approaches to the delivery of this unit

In the first instance, it would be beneficial for the tutor to guide learners through the legal requirements for the food premises and aspects of good practice.

Learners can then proceed to work individually. It is strongly recommended that learners visit at least one supplier of professional kitchen equipment.

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It would also be beneficial if learners could visit a recently built/refurbished commercial kitchen to draw on the experiences of those who have first-hand up-to-date knowledge of kitchen planning and design.

Wherever possible, learners should be encouraged to draw from their own experience when evaluating the equipment and kitchen designs. It would be appropriate to use a computer programme for the design plans.

Plans are not required to be accurate to scale drawings; however, they should reflect accurate proportions.

### **Guidance on approaches to assessment of this unit**

Evidence can be generated using different types of assessment. The following are suggestions only. There may be other methods that would be more suitable to learners.

Centres are reminded that prior verification of centre-devised assessments would help to ensure that the national standard is being met. Where learners experience a range of assessment methods, this helps them to develop different skills that should be transferable to work or further and higher education.

### **Outcomes 1 and 2**

A restricted response questionnaire covering all of the knowledge/skills and evidence requirements could be used to assess these outcomes.

### **Outcome 3**

Learners could produce a report on their evaluation of the layout of a commercial kitchen and the range of equipment it contains and their recommendations for improvements. Learner reports should incorporate both their original plan of the kitchen and an amended plan to illustrate their recommended changes.

Whenever possible, learners should be encouraged to draw from their own experience when evaluating the equipment and design.

It is advisable for learners to undertake research on types of equipment and reference this in the final report.

### **Opportunities for e-assessment**

E-assessment may be appropriate for some assessments in this unit. By e-assessment, we mean assessment which is supported by Information and Communication Technology, such as e-testing or the use of e-portfolios or social software. Centres wishing to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment — as specified in the evidence requirements — are met, regardless of the mode of gathering evidence. The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at: [www.sqa.org.uk/e-assessment](http://www.sqa.org.uk/e-assessment)

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### Opportunities for developing Core and other essential skills

Completion of this unit may provide opportunities to develop aspects of the following Core Skills:

#### ***Problem Solving: Critical Thinking at SCQF level 6***

For all outcomes, learners will be demonstrating the Core Skill component of Critical Thinking at SCQF level 6 in order to meet the evidence requirements for this unit. This includes:

- ◆ Identifying the constraints involved in the planning and design of a commercial kitchen
- ◆ Explaining the importance of good planning and design in relation to work flow efficiency, prevention of food contamination, workplace safety, etc
- ◆ Identifying the utilities/services required in food production operations and explain the impact they have on planning and design
- ◆ Identifying the equipment requirements for a food production operation
- ◆ Assessing costs and budget requirements of possible design options and identifying methods of financing kitchen equipment
- ◆ Describing the main legal requirements that relate to kitchen planning and design
- ◆ Evaluating the layout of a commercial kitchen and the range of equipment it contains
- ◆ Producing accurately proportioned plans of the kitchen, including an updated plan to illustrate recommended changes
- ◆ Identifying the advantages and disadvantages of a food production area
- ◆ Categorising the equipment according to requirements of a production area
- ◆ Identifying the factors that influence the siting and installation of the equipment
- ◆ Making recommendations for improvements to the layout of a kitchen
- ◆ Identifying the expected impact of the recommended changes

#### ***Problem Solving: Planning and Organising at SCQF level 6***

For all outcomes, learners will be demonstrating the Core Skill component of Planning and Organising at SCQF level 6 in order to meet the evidence requirements for this unit. This includes:

- ◆ Carrying out research into the constraints that need to be taken into considering when planning and designing commercial kitchens, including legislative requirements
- ◆ Preparing for and carrying out an evaluation of a commercial kitchen
- ◆ Producing accurately proportioned plans

#### ***Problem Solving: Reviewing and Evaluating at SCQF level 6***

For Outcome 3, learners will be demonstrating the Core Skill component of Reviewing and Evaluating at SCQF level 6 when they produce a reflective account of the planning for and production and service of a menu. This will include:

- ◆ Evaluating the layout of a commercial kitchen and the range of equipment it contains
- ◆ Identifying the advantages and disadvantages of a food production area
- ◆ Categorising the equipment according to requirements of a production area
- ◆ Identifying the factors that influence the siting and installation of the equipment
- ◆ Making recommendations for improvements to the layout of a kitchen
- ◆ Identifying the expected impact of the recommended changes

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### ***Information and Communication Technology: Accessing Information at SCQF level 6***

Learners are likely to use multiple online sources to gather information to inform their evaluation of commercial kitchens. This will include:

- ◆ The principles of kitchen design the procurement of equipment
- ◆ The legislation that must be complied with
- ◆ The factors that influence the siting and installation of the equipment

In doing so they will be demonstrating the Core Skill component of Accessing Information at SCQF level 6.

### ***Information and Communication Technology: Providing/Creating Information at SCQF level 6***

Learners are likely to use a software package to compile information/build a portfolio of evidence to support their evaluation of commercial kitchen designs and the equipment used in these kitchens. In addition, they will use a software package to produce an accurately proportioned plan of an existing kitchen and update the plan to illustrate their recommendations for an improved layout. In doing so they will be demonstrating the Core Skill component of Providing/Creating Information at SCQF level 6.

The Core Skill of Problem Solving at SCQF level 6 is embedded in this unit. When a learner achieves the unit, their Core Skills profile will also be updated to include this Core Skill.

## History of changes to unit

Version	Description of change	Date

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SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of SQA Advanced Qualifications.

### Further information

Call SQA's Customer Contact Centre on 44 (0) 141 500 5030 or 0345 279 1000.  
Alternatively, complete our [Centre Feedback Form](#).

### General information for learners

**Unit title:** Kitchen Planning and Design (SCQF level 8)

This section will help you to decide whether this is the unit for you by explaining: what the unit is about; what you should know or be able to do before you start; what you will need to do during the unit; and opportunities for further learning and employment.

This unit is designed to enable you to develop the knowledge and skills required to evaluate the design of a commercial kitchen, including the equipment required for various types of food production operation.

The design of a commercial kitchen should ensure the smooth flow of staff, processes and activities around the kitchen, as well as enabling the effective utilisation of equipment and produce while complying with current legislation. You will explore how cost, efficiency and food hygiene and health and safety regulations affect the design of a commercial kitchen.

You do not have any previous knowledge of kitchen planning and design to undertake this unit, but you should have a basic knowledge of the legal requirements relevant to food hygiene and health and safety in food premises.

The assessments for this unit will test your knowledge and understanding of the issues that impact on kitchen planning and design, including legislative requirements and siting and installation of equipment. You will also be expected to evaluate the design of a commercial kitchen, make recommendations for improvements and produce proportioned drawings/plans.

Completion of this unit will also enable you to develop the following Core Skills:

- ◆ *Problem Solving: Critical Thinking* at SCQF level 6
- ◆ *Problem Solving: Planning and Organisation* at SCQF level 6
- ◆ *Problem Solving: Reviewing and Evaluating* at SCQF level 6
- ◆ *Information and Communication Technology: Accessing Information* at SCQF level 6
- ◆ *Information and Communication Technology: Providing/Creating Information* at SCQF level 6

On completion of this unit, you could progress to other qualifications in Professional Cookery at SCQF levels 8 or above and/or seek employment in a professional kitchen/hospitality management.

The Core Skill of Problem Solving SCQF at level 6 is embedded in this unit. When a learner achieves the unit, their Core Skills profile will also be updated to include this Core Skill.