



Australian Government

Department of Education, Employment and Workplace Relations

CPPACC5017A Provide expert access advice on building renovations

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit specifies the competency required to provide expert advice on the renovation of buildings to achieve access for people with disabilities. The unit focuses on ensuring access issues are incorporated into the design process. It includes the identification and evaluation of appropriate construction methods in accordance with relevant building legislation.

Construction methods are assessed to provide the basis for determining appropriate alternatives for recommendations on building renovations.

The access consultant must ensure that the project plans provide adequate access for people with disabilities. Access consultants will need to apply anthropometric and ergonomic principles in the performance of their role. They need to know and advise designers on the access requirements of the Disability Discrimination Act (DDA) Premises Standard, DDA Transport Standard, DDA Education Standard, the Building Code of Australia (BCA) and relevant Australian standards for the preparation of design plans that meet the access needs of people with disabilities. Some categories of design work are covered by various state and territory legislation and regulations.

Application of the Unit

Application of the unit

This unit of competency supports the access consulting service of building renovations where there is a breadth, depth and complexity of tasks and often the requirement to make decisions and provide recommendations involving non-routine situations.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Not Applicable

Employability Skills Information

Employability skills

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Confirm the areas of the building that require renovation to achieve access.	<p>1.1 The building requiring renovation is inspected and the areas of the building requiring renovation are identified in accordance with <i>relevant building legislation</i>.</p> <p>1.2 The <i>methodology</i> for undertaking the required renovations is determined taking into account all aspects of the building's structure and construction, and relevant building legislation.</p>
2 Confirm that building construction methodology can accommodate required renovations.	<p>2.1 The effect of applying the identified methodology for modifying the building is assessed.</p> <p>2.2 Alternative <i>technologies</i> for overcoming any adverse effects resulting from the application of the identified methodology for providing access to the building are considered.</p> <p>2.3 Suitable technology for overcoming any adverse effects resulting from the identified methodology for providing access to the building is determined.</p>
3 Review pre-existing conditions that impact on the Building Upgrade Plan.	<p>3.1 The impact on the accessibility of the building resulting from implementation of the Building Upgrade Plan is assessed and documented.</p> <p>3.2 The impact of the identified suitable technology on achieving reduced timelines for providing full access to the building is assessed and documented.</p> <p>3.3 Suitable technology identified for reducing timelines is documented and reported to the client.</p>
4 Review pre-existing conditions that impact on the Alternative Building Solution.	<p>4.1 The impact on the accessibility of the building resulting from the implementation of the Alternative Building Solution is assessed and documented.</p> <p>4.2 The impact of the identified suitable technology on achieving the performance requirements of the BCA for providing full access to the building is assessed and documented.</p> <p>4.3 Suitable technology identified for achieving the performance requirements of the BCA is documented and reported to the client.</p>
5 Review pre-existing conditions that impact on the application for exception to the BCA.	<p>5.1 The impact of allowing the application for exception to the BCA on the accessibility of the building is analysed and documented.</p> <p>5.2 The impact of the identified suitable technology on overcoming pre-existing conditions to the achievement of full access to the building is</p>

ELEMENT	PERFORMANCE CRITERIA
6 Develop arguments pertaining to expert judgement.	assessed and documented. 5.3 Suitable technology identified for achieving full access is documented and reported to the client. 6.1 Where the identified suitable technology differs from the Deemed-to-Satisfy (DTS) provisions, arguments to demonstrate that the identified suitable technology meets or exceeds the performance requirements of the BCA are developed and documented. 6.2 Client is advised of suitable technology for providing renovations that meet or exceed the DTS provisions of the BCA.
7 Document findings and prepare report for client.	7.1 The final access report documentation is prepared in accordance with contractual and <i>organisational requirements</i> . 7.2 Access report documentation is forwarded to the client in accordance with contractual arrangements and organisational requirements. 7.3 A copy of the access report and associated documentation are recorded and retained for future reference in accordance with organisational and legislative requirements.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the essential skills and knowledge and their level, required for this unit.

Required knowledge and understanding include:

- anthropometric principles of accessible building design and fitout
- behaviour of structural members undergoing stress, strain, compression or bending
- commonwealth, state and territory anti-discrimination legislation and regulations
- commonwealth, state and territory Heritage Acts
- design, structural and construction principles of buildings
- disability awareness
- efficient and effective customer service
- environmental issues impacting on material selection
- ergonomic principles of accessible building design and fitout
- functional systems of the human body
- industry codes of practice and ethics
- international standards on building access
- limitations of work role, responsibility and professional abilities
- nature of building materials and effect of performance
- occupational health and safety (OHS) legislation and procedures
- processes for interpreting reports, working drawings and specifications
- processes for recording data, administering records and preparing reports
- relevant commonwealth, state and territory building and other legislation, local government regulations and Australian standards
- research methodology and analytical processes
- role, responsibilities and powers of building certifiers
- state and territory Planning and Development Acts
- relevant terminology and definitions in hazard identification.

Required skills and attributes include:

- analytical skills to:
 - analyse, evaluate and apply legislative requirements pertaining to disability access
 - analyse and evaluate the impacts of the full range of disabilities and the limitations that each disability places on the individual's ability to access the environment
 - analyse and evaluate how environmental barriers impact on people with disabilities
 - use the BCA as a performance-based document
- application skills to:
 - apply relevant anti-discrimination and building legislation
 - apply current Australian and international building codes, standards, regulations and practices

- apply disability awareness to work processes
- apply OHS policies and procedures
- communication skills to:
 - explain clearly information on issues relating to the provision of access
 - explain clearly information on legislation relating to the provision of access, and the relationship between the various pieces of legislation
 - consult effectively with clients and colleagues
 - impart knowledge and ideas through oral, written and visual means
 - develop and maintain professional relationships and networks
 - use workplace equipment and communication methods
- literacy skills to:
 - assess and use workplace information
 - read and interpret plans, specifications and structural drawings
 - read and use anatomical and medical terminology
 - read and use building and construction terminology
- organisational skills to:
 - prepare and manage documentation
 - plan and schedule site visits
 - collect, store and retrieve data for inclusion in a report to the client
 - develop and implement organisational policies and procedures
- interpersonal skills to:
 - relate to people from a range of social, cultural and ethnic backgrounds and with a range of physical and mental abilities
 - consult and provide advice in a sensitive and appropriate manner
 - facilitate change for greater awareness of disability access
 - analyse own work practices and process outcomes critically
 - engage colleagues and share disability access knowledge
 - adapt to new workplace situations
- report-writing skills to:
 - prepare a report on building renovations to meet the contractual requirements of the client
 - prepare a report on building renovations that meets organisational requirements
- research and evaluation skills to:
 - source, analyse and evaluate building legislative requirements
 - source, analyse and evaluate legislative requirements for the provision of access
 - facilitate the development of performance-based solutions
- technical skills to:
 - apply anthropometric and ergonomic principles of accessible building design and fitout
 - apply Australian standards on slip resistance, luminance contrast, wayfinding

and hearing augmentation

- use structural and design principles.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Overview of assessment

- This unit of competency could be assessed on its own or as part of an integrated assessment activity involving other competencies relevant to the job function.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- A person who demonstrates competency in this unit must be able to provide evidence of:
 - recognising the needs and desires of people with disabilities to engage fully in all aspects of society, and their right to do so
 - interpreting accurately the impacts of the full range of disabilities and the limitations that each disability places on the individual's ability to access the environment
 - interpreting accurately how the full range of environmental barriers impact on any of the impairments that people with disabilities might have
 - applying disability awareness to the provision of access for people with disabilities
 - interpreting and applying building legislation to the provision of access for people with disabilities
 - interpreting and applying construction methodologies to the provision of access for people with disabilities
 - interpreting and using the performance-based provisions of the BCA to provide appropriate levels of access and developing effective arguments to demonstrate that performance-based solutions meet or exceed the DTS requirements
 - complying with OHS regulations applicable to workplace operations
 - applying organisational management policies and procedures, including quality assurance requirements

Context of and specific resources for assessment

- developing effective and practical building renovation solutions to meet access requirements for people with disabilities.
- Resource implications for assessment include:
 - a registered provider of assessment services
 - competency standards
 - assessment materials and tools
 - suitable assessment venue/equipment
 - workplace documentation
 - candidate special requirements
 - cost and time considerations.
- Validity and sufficiency of evidence requires that:
 - competency will need to be demonstrated over a period of time reflecting the scope of the role
 - where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice with a decision of competence only taken at the point when the assessor has complete confidence in the person's competence
 - all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
 - where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be current and show that it represents competency demonstrated over a period of time
 - assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the performance criteria is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Relevant building

- BCA

- legislation** may include:
- DDA
 - DDA Premises Standard
 - DDA Transport Standard
 - DDA Education Standard
 - Australian standards
 - state and territory codes and regulations
 - international codes and standards.
- Methodology** may refer to:
- the full range of construction elements necessary to provide access for people with disabilities e.g. ramps, landings and doorways.
- Technologies** may refer to:
- innovative solutions for meeting the performance requirements of the BCA.
- Organisational requirements** may be outlined and reflected in:
- access and equity policy, principles and practices
 - business and performance plans
 - client service policies, procedures and standards
 - codes of conduct and codes of practice
 - communication channels and reporting procedures
 - communication of services offered
 - complaint and dispute resolution procedures
 - compliance with legislation, codes and workplace standards
 - continuous improvement processes and standards
 - defined resource parameters
 - duty of care
 - employer and employee rights and responsibilities
 - ethical standards
 - legal policies and guidelines
 - OHS policies, procedures and programs
 - organisational mission statement, goals, objectives, plans, systems and processes
 - policies and procedures relating to the setting of fees and the negotiation and management of contracts
 - policies and procedures relating to own role, responsibilities and delegation
 - privacy and confidentiality policies and procedures
 - quality assurance and procedures manuals
 - records and information management systems and processes
 - style guides and other guides used to prepare documents.

Unit Sector(s)

Unit sector

Access consulting