



Australian Government

CPPSCM4028 Identify and analyse risks in strata community management

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 15.0.

Supersedes and is not equivalent to CPPDSM4028 Identify and analyse risks and opportunities in the property industry. Unit updated to reflect specific strata community management requirements. Skills and knowledge to identify and analyse opportunities removed.

Application

This unit of competency specifies the skills and knowledge required to identify and analyse potential risks to ensure safe and effective strata community management and compliance with regulatory requirements. It includes establishing terms of reference, developing an effective action plan and structure for risk analysis and assessment, assessing the level of potential risk against agreed assessment criteria and documenting the findings.

This unit is suitable for strata community managers who apply a broad range of skills and knowledge to complete routine and non-routine tasks and deal with predictable and sometimes unpredictable problems. Strata community managers may also be known as strata managers, owners' corporation managers or body corporate managers depending on the jurisdiction of operation.

Licensing, legislative, regulatory or certification requirements apply to strata community management in some states and territories. For further information, check with the relevant regulatory authority.

Pre-requisite Unit

Nil.

Unit Sector

Strata Community Management.

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

1 Identify strata

1.1 Source and collate information on actual and potential

- community risks. risks associated with management of the strata community and assess for currency, accuracy and relevance.
- 1.2 Assess identified risks to determine validity and reliability according to risk management objectives for strata community.
 - 1.3 Develop a structured plan for identifying and assessing the likelihood of same strata community management risks according to workplace requirements.
 - 1.4 Identify situations requiring specialist advice and seek assistance as required to effectively identify strata community management risks.
- 2 Analyse strata community risks.
- 2.1 Develop terms of reference for risk analysis.
 - 2.2 Develop assessment criteria for measuring level of potential or existing risk together with an assessment of consequences according to terms of reference.
 - 2.3 Identify gaps in assessment methodology and consult with relevant persons to implement actions required to ensure thorough risk assessment.
 - 2.4 Analyse valid and relevant data against assessment criteria to determine level of potential strata community risk and consequence assessment.
- 3 Document findings of strata community risk analysis.
- 3.1 Document findings of strata community risk analysis according to workplace requirements.
 - 3.2 Seek feedback from relevant persons to ensure findings are accurate and relevant and update document for future strata community decision making.
 - 3.3 Securely store all risk information and documentation according to regulatory and workplace requirements.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is not equivalent to CPPDSM4028 Identify and analyse risks and opportunities in the property industry.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>