



Australian Government

**Assessment Requirements for
CPPSCM5003 Manage strata community
asset maintenance and defects**

Release: 1

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Modification History

Release Comments

- | Release | Comments |
|---------|---|
| 1 | <p>This version first released with CPP Property Services Training Package Release 16.0.</p> <p>Supersedes and is not equivalent to CPPDSM6007 Develop life cycle asset management plans. Unit redeveloped to meet specific strata community management requirements.</p> |

Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit to manage asset maintenance and defects for one strata community, including:

- developing a handover procedure for receiving a new strata community development, including action lists for the statutory documents
- for one of the warranties disclosed in the handover materials, brief the subject matter expert in a perceived defect or non-compliance issue
- creating an asset register for the new strata community development that lists three major facilities, systems, plant or equipment and for each, scheduling the following to cover a minimum two year period:
 - recommended maintenance periods
 - level of work expected
 - likely costs
 - installer details
 - maintenance company details
 - risk strategies to ensure the maintenance company carries the risk of meeting the maintenance period without breach of warranties and certifications.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- asset life cycle
- building systems and awareness of typical building defects
- common hazards to public and personal safety associated with maintenance work in strata community property and facilities

- compliance requirements of legislation and regulations relevant to strata community asset maintenance and defect management in the jurisdiction of operation:
 - civil liability
 - environmental protection (sustainability)
 - fair trading and consumer protection
 - financial probity
 - National Construction Code (NCC)
 - privacy
 - records management, including those related to asset inspections, works and servicing
 - strata schemes management
 - work health and safety (WHS)
- definition and purpose of Building Information Modelling (BIM) and its benefits and limitations relating to the life cycle management of built assets
- differing roles, responsibilities, obligations and risk profiles related to maintenance and defect management of strata community property and facilities:
 - builders
 - building certifiers/inspectors
 - developers
 - owners
 - strata communities
 - strata committees
 - senior strata managers/principals
- documentation/information required to be handed over on completion of development and its importance in managing strata community risk and regulatory compliance:
 - asset lists
 - certification of relevant assets: lifts and air handling units
 - fire safety schedules
 - maintenance manuals and schedules
 - occupancy permits or equivalent certificates
 - reports, notices or other documentation from service providers
 - security operating instructions
 - warranties and instructions related to equipment, appliances and fixtures
- maintenance schedules and plans associated with strata community assets:
 - purpose
 - inclusions
 - maintenance and service intervals
- principles of risk management
- purpose and content of asset registers and maintenance schedules
- purpose, content and structure of strata plans
- situations requiring specialists to be engaged to diagnose building defects and the impact of those defects on building systems

- types of drawings, models and documentation used for a BIM handover
- types of strata community assets:
 - buildings
 - community facilities
 - furniture, fixtures and fittings (personal property of the scheme)
 - grounds and surrounds
 - plant and equipment
 - utilities services (conduits, cabinets and pipework)
- workplace requirements associated with strata community asset maintenance and defect management:
 - procedures for organising asset inspection and engaging specialists for defect identification, inspections, tests, servicing and works
 - systems for storing and retrieving information and documentation.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to documentation, information and technologies required to achieve the performance criteria and performance evidence.

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>