



Australian Government

CPPSCM5003 Manage strata community asset maintenance and defects

Release: 1

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Modification History

Release Comments

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

Application

This unit of competency specifies the skills and knowledge required to manage strata community asset maintenance and defects. It includes determining strata community asset maintenance and defect management requirements, and implementing, reviewing and evaluating asset maintenance and defect management strategies.

This unit is suitable for senior strata managers/principals who are self-directed and have substantial depth of knowledge and skills to make independent judgements in the management of strata communities. Strata managers may also be known as strata community 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

Element	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe what needs to be done to demonstrate achievement of the element.

<p>1. Determine strata community asset maintenance and defect management requirements.</p>	<p>1.1 Source and analyse relevant asset handover information, warranties, manuals and plans to determine the types of strata community assets, and maintenance, performance and life cycle requirements.</p> <p>1.2 Analyse asset maintenance plans and schedules and strata community financial documentation to assess planned capital works and maintenance.</p> <p>1.3 Identify regulatory compliance requirements associated with asset maintenance and defect management.</p> <p>1.4 Identify persons or entities with roles, responsibilities and obligations related to warranties, maintenance and defect management of identified assets.</p>
<p>2. Implement strata community asset maintenance and defect management strategies.</p>	<p>2.1 Consult with relevant persons to create an asset register and assess and prioritise asset maintenance and defect management requirements.</p> <p>2.2 Analyse risks associated with asset maintenance and defects and plan suitable risk management strategies.</p> <p>2.3 Identify situations requiring specialist advice and seek assistance as required to determine risks associated with asset defects or maintenance requirements.</p> <p>2.4 Coordinate relevant persons to conduct required asset inspections, tests or servicing according to workplace and regulatory requirements.</p> <p>2.5 Document findings and consult with strata committee to plan asset maintenance and defect management strategies and priorities.</p> <p>2.6 Negotiate with relevant persons to ensure that asset maintenance and defect management strategies are effectively implemented especially where responsibility for defects lies with other persons or entities.</p> <p>2.7 Identify and apply measures to limit risk to the asset, strata community and strata manager in implementing defect process or maintenance scheduling.</p>
<p>3. Review and evaluate strata community asset maintenance and defect management strategies.</p>	<p>3.1 Analyse documentation and consult with relevant persons to assess the effectiveness of implemented strata community asset maintenance and defect management strategies.</p> <p>3.2 Conduct checks and implement actions required to ensure risk is mitigated toward asset, strata community and strata manager according to regulatory and workplace requirements.</p> <p>3.3 Update relevant plans to ensure effective strategies are in place to meet long-term asset maintenance, performance and life cycle requirements.</p> <p>3.4 Maintain asset maintenance and defect management documentation according to workplace and regulatory</p>

	requirements.
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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 CPPDSM6007 Develop life cycle asset management plans.

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>