



Australian Government

CPCCBBC5013 Manage professional technical and legal reports on building and construction projects

Release: 2

CPCBC5013 Manage professional technical and legal reports on building and construction projects

Modification History

- Release 2 Updated reference to general construction induction training program.
- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.0.
- Supersedes and is equivalent to CPCBC5013A Develop professional technical and legal reports on building and construction projects. Change to title.
- Updated to meet the Standards for Training Packages 2012.

Application

This unit of competency specifies the skills and knowledge required to manage the development of technical and legal reports on buildings and commercial construction projects. It includes pre-property inspections and reports, building design and planning advice and reviewing and monitoring construction works.

This unit of competency applies to builders, senior managers, building consultants and other construction industry personnel who advise on building design processes and conduct inspections to develop building and construction reports.

Completion of the general construction induction training program specified by the model Code of Practice for Construction Work is required for any person who is to carry out construction work. Achievement of *CPCWHS1001 Prepare to work safely in the construction industry* meets this requirement.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Building and Construction

Elements and Performance Criteria

Elements describe the essential outcomes.

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

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| 1 Perform pre-purchase property inspections and assessments. | 1.1 Inspect building and identify and document defects to the agreed level of detail requested by a client. |
| | 1.2 Obtain engineers' certificates according to the state of repair or number and type of defects. |
| | 1.3 Estimate rectification costs to the degree of accuracy required or recommend demolition of the structure. |
| | 1.4 Conduct feasibility studies at the direction of government agencies, financial institutions or investment houses. |
| 2 Advise and coordinate the design process and planning approval. | 2.1 Prepare a project brief on behalf of client. |
| | 2.2 Assess site conditions and structure. |
| | 2.3 Produce or obtain preliminary design drawings and estimate probable costs. |
| | 2.4 Coordinate a process through which final design documentation will be completed and approved by a client. |
| | 2.5 Submit documentation to obtain authorised planning approval for the project. |
| | 2.6 Prepare and present planning appeals to the authority, as necessary. |
| 3 Review building or construction works. | 3.1 Check contract documentation to ensure client interests are protected. |
| | 3.2 Monitor building or construction works regularly and provide reports on the progress and quality of work. |
| | 3.3 Check variations and refer to contractors as required. |
| | 3.4 Check and approve progress claims. |
| 4 Provide advice on dispute resolution. | 4.1 Negotiate disputes on behalf of the client. |
| | 4.2 Provide impartial advice to the parties involved in a building related dispute for equitable settlement. |

- 4.3 Provide referrals for expert legal interpretation of contractual matters.
- 4.4 Provide expert testimony and evidence in the event of disputes going to court.

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- oral communication skills to:
 - engage in oral negotiations and explore complex issues to reconcile and resolve disputes
- technology skills to:
 - use communication tools and devices to communicate and collaborate effectively with others
 - use equipment and programs to access and extract information and develop relevant documentation.

Unit Mapping Information

Supersedes and is equivalent to CPCCB5013A Develop professional technical and legal reports on building and construction projects.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>

Assessment Requirements for CPCBC5013 Manage professional technical and legal reports on building and construction projects

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Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by preparing, from contract requirements, a construction project feasibility study, including advice on building, site use, plans and processes.

In doing this, the candidate must:

- maximise the effectiveness of resources, and oversee the building and construction works to effect contractual outcomes
- coordinate the design process and obtain planning approval
- address assessment of any controversy or doubts.

Knowledge Evidence

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

- government building and construction legislative requirements:
 - construction industry contracts including quantities establishment, rates and costs related to payments and claims
 - building and construction industry subcontracting system
 - relevant licensing arrangements
 - human resource principles and practices
- work health and safety (WHS) Acts and regulations
- workplace safety requirements
- relevant state or territory building and construction codes, standards and regulations:
 - National Construction Code (NCC)
 - zoning and compliance with laws and by-laws by local authorities
- environmental and sustainability requirements:
 - Environment Protection Authority (EPA)

- building and construction quality practices and processes:
 - planning
 - management of on and off-site operations technical and legal requirements
 - engineering approvals by architectural or design consultants
 - final design or specification client approvals
 - finance approvals by lending bodies
- feasibility studies, including related information from:
 - architectural or engineering practicalities
 - availability and quantum of finance
 - availability of services and conditions governing service provision
 - change of use for existing buildings
 - confirmation of ownership
 - development on vacant land
 - encumbrances or caveats on property
 - environmental factors or constraints
 - existing buildings/structures for a given purpose
 - most cost-effective method of building for a given site or location
 - refurbishment costs of buildings/structures
 - special conditions that may apply to developments
- identification of defects through property inspections:
 - adjoining properties
 - confirmation of boundaries
 - on-site inspections of buildings, structures or features
 - site access and egress
 - topographical and geological surveys.

Assessment Conditions

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

Assessment can be undertaken in the workplace or in a simulated workplace environment.

A simulated environment is one that realistically replicates workplace conditions, materials and equipment, interactions with others and workplace irregularities, and which meets industry standards for safety and environmental practices.

Candidates must be provided with:

- relevant government building and environmental legislation
- current relevant codes and standards
- organisational policies, procedures and other quality documentation to undertake the performance criteria and assessment requirements

- business equipment and technology, applications and software to facilitate management of the development of technical and legal reports.

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