

Unit of Competency

CPPACC5012 Prepare written design briefs for accessible building work

Modification history

Release	Comments
1	Supersedes and is equivalent to CPPACC5012A Prepare a design brief for accessible building work. Minor change to unit title to clarify outcome. Unit updated to meet the 2012 Standards for Training Packages. This version first released with CPP Property Services Training Package Release 14.0.

Application

This unit of competency specifies the skills and knowledge required to consult with clients to prepare written design briefs that ensure that building work provides adequate access for people with disability to meet the requirements of relevant legislation, codes and standards.

This unit is for individuals who are self-directed and have substantial depth of knowledge and skills to make independent judgements in the provision of access consulting services.

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

Prerequisite Unit

None.

Unit Sector

Access Consulting.

Elements and Performance Criteria

1. Assess client requirements.	1.1 Interview client using prepared questionnaire to obtain all information required to create access design brief according to workplace requirements. 1.2 Use effective interpersonal skills and communication techniques to elicit and confirm client aspirations for development project according to workplace requirements. 1.3 Evaluate and document design consequences of client aspirations according to workplace requirements. 1.4 Determine impact of class of development according to the National Construction Code (NCC) and regulatory requirements. 1.5 Determine regulatory requirements for access according to class of development.
2. Assess access limitations imposed by the development.	2.1 Identify and document topographical limitations to accessible design. 2.2 Identify and document limitations to accessible design caused by existing conditions.
3. Create written access design brief.	3.1 Prepare initial written access design brief incorporating client aspirations for project and required access provisions to meet regulatory requirements. 3.2 Check to ensure design brief includes the intended site, construction methodology, materials and interior finishes,

	<p>allocation of space and specific fixtures, fittings and furniture to meet client requirements.</p> <p>3.3 Conduct calculations and measurements to prepare preliminary budget for inclusion in access design brief according to workplace requirements.</p> <p>3.4 Review access design brief in consultation with relevant persons and incorporate feedback according to workplace requirements.</p>
4. Discuss and review access design brief with client.	<p>4.1 Present access design brief to client and explain rationale for costs and features in relation to client aspirations and access requirements.</p> <p>4.2 Review and modify access design brief to incorporate agreed ideas in consultation with client.</p> <p>4.3 Review access design brief to confirm required disability access is provided according to client and regulatory requirements.</p>
5. Finalise written access design brief.	<p>5.1 Prepare final agreed written access design brief according to contractual and workplace requirements.</p> <p>5.2 Forward access design brief and associated documentation to client according to contractual and workplace requirements.</p> <p>5.3 Maintain copies of access design brief and associated documentation for future reference according to regulatory and workplace requirements.</p>

Foundation skills

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

Unit Mapping Information

Supersedes and is equivalent to CPPACC5012A Prepare a design brief for accessible building work

Links

The Companion Volume Implementation Guide for the CPP Property Services Training Package is available at: <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPACC5012 Prepare written design briefs for accessible building work

Modification history

Release	Comments
1	Supersedes and is equivalent to CPPACC5012A Prepare a design brief for accessible building work. Minor change to unit title to clarify outcome. Unit updated to meet the 2012 Standards for Training Packages. This version first released with CPP Property Services Training Package Release 14.0.

Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by preparing written design briefs for accessible building work to meet the needs of two different clients. Each design brief must identify:

- the intended site
- construction methodology
- materials and interior finishes
- allocation of space
- specific fixtures, fittings and furniture
- budget estimate detailing construction, design and statutory costs.

Knowledge Evidence

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

- anthropometric and ergonomic principles of accessible building design and fitout
- basic principles of design relating to accessible buildings and fitouts
- Commonwealth, state and territory legislation, regulations, codes and standards relevant to access consulting activities:
 - anti-discrimination and disability discrimination
 - building control including local government regulations and by-laws
 - *Disability (Access to Premises – Buildings) Standards 2010* under the *Disability Discrimination Act 1992* (or their successors) – known as the Access to Premises Standards
 - National Construction Code (NCC) building classifications and access requirements
 - National Disability Insurance Scheme (NDIS) *Specialist Disability Accommodation Design Standard* (or its successor)
 - Livable Housing Australia *Livable Housing Design Guidelines* (or its successor)
 - principles of universal design
 - privacy and confidentiality
- estimating methods to prepare budget estimates detailing construction, design and statutory costs associated with access design briefs
- functional systems of the human body
- interpersonal communication strategies used to effectively relate to people from a range of social, cultural and ethnic backgrounds and with a range of physical and cognitive abilities
- limitations to accessible design that can be caused by topography and existing conditions
- measurements and calculations used to determine provisions for access

- processes for interpreting drawings and associated documentation when preparing design briefs for accessible building work
- types of disability and limitations that each disability places on an individual's ability to access the environment
- workplace requirements for preparing design briefs for accessible building work:
 - client service
 - content and format requirements of access design briefs and associated questionnaires
 - documentation and records administration
 - quality
 - work role boundaries – responsibilities, limitations and professional abilities.

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

The Companion Volume Implementation Guide for the CPP Property Services Training Package is available at: <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>