

Unit of Competency

CPPACC4012 Conduct outdoor recreation area access audits

Modification history

Release	Comments
1	Supersedes and is equivalent to CPPACC4012A Conduct an outdoor recreation area access audit. Minor change to unit title. 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 inspect outdoor recreation areas to ensure accessibility for people with disability against the requirements of relevant standards and legislation. Outdoor recreation areas include city parks and landscaped areas, rural environmental parks and national parks. The unit includes assessing car parking and continuous accessible paths of travel and preparing an access audit report.

This unit is for individuals who work independently using specialised knowledge to conduct a range 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. Respond to client enquiry.	1.1 Identify client requesting outdoor recreation area access audit and establish their authority to act according to workplace requirements. 1.2 Consult with client to clarify access audit requirements and confirm own competence and organisational capability to respond to client needs. 1.3 Obtain and document client authority to proceed with access audit activities according to workplace requirements.
2. Establish client relationship.	2.1 Negotiate to confirm contractual arrangements with client, and document and store agreement according to regulatory and workplace requirements. 2.2 Negotiate and finalise written client brief, including detailed access audit instructions, according to workplace requirements. 2.3 Obtain copies of all relevant documentation for outdoor recreation area access audit according to workplace requirements. 2.4 Record all documentation received according to workplace requirements.

3. Prepare for outdoor recreation area access audit.	3.1 Prepare outdoor recreation area access audit checklist appropriate to scale of audit task. 3.2 Arrange and brief personnel required to efficiently conduct outdoor recreation area access audit according to workplace requirements. 3.3 Select and prepare required tools and equipment according to workplace requirements. 3.4 Access site according to agreed site access arrangements in consultation with relevant persons.
4. Carry out outdoor recreation area access audit.	4.1 Interpret relevant documentation for outdoor recreation area and carry out required measurements and calculations according to workplace requirements. 4.2 Assess outdoor areas within property boundary for compliance with regulatory requirements. 4.3 Assess on-site car parking and provisions for designated accessible parking for compliance with regulatory requirements. 4.4 Assess accessible paths of travel to, and within all spaces of, outdoor recreation area for compliance with regulatory requirements. 4.5 Document identified non-compliances and rectification strategies to meet regulatory and workplace requirements.
5. Report on outdoor recreation area access audit.	5.1 Prepare outdoor recreation area access audit report to meet contractual and workplace requirements. 5.2 Review draft outdoor recreation area access audit report in consultation with relevant persons and incorporate feedback into final report. 5.3 Forward outdoor recreation area access audit report to client according to contractual arrangements. 5.4 Maintain copies of outdoor recreation area access audit report and associated documentation for future reference 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 equivalent to CPPACC4012A Conduct an outdoor recreation area access audit

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 CPPACC4012 Conduct outdoor recreation area access audits

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Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by conducting access audits of two different outdoor recreation areas.

Knowledge Evidence

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

- Commonwealth, state and territory legislation, regulations and standards relevant to outdoor recreation area access audits:
 - anti-discrimination and disability discrimination
 - *Disability (Access to Premises - Buildings) Standards 2010* under the *Disability Discrimination Act 1992* (or their successors) - known as the Access to Premises Standards
 - principles of universal design
 - privacy and confidentiality
- 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
- methods for assessing outdoor recreation area access for people with disability:
 - measurements and calculations used to determine provisions for access
 - types of outdoor recreation areas and purpose of access audits
 - car parking and provisions for designated accessible parking
 - minimum requirements of outdoor recreation area spaces
- negotiation techniques
- purpose and content of outdoor recreation area audit checklists
- strategies that can be used to address areas of access non-compliance associated with outdoor recreation area
- types of disability and limitations that each disability places on an individual's ability to access the environment
- workplace requirements for conducting outdoor recreation area access audits:
 - documentation and records administration
 - format and content of:
 - client contractual arrangements
 - outdoor recreation area access audit reports
 - quality
 - site access arrangements
 - work health and safety (WHS) including personal protective equipment (PPE)
 - 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, tools and equipment, outdoor recreation areas and technologies required to achieve the performance criteria and performance evidence.

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