Draft 0.1

This is our work-in-progress update to CPCCBC6011A Establish systems to develop and monitor building and construction costs: https://training.gov.au/Training/Details/CPCCBC6011A.

We are working with industry experts to ensure the updated unit:

- meets current and anticipated industry needs
- complies with current Standards for Training Packages
- is written in clear understandable English.

Information on our training package review and development process is available here: http://www.artibus.com.au/project-stage.

Summary of changes from current endorsed unit

Re-templated to meet Standards for Training Packages 2012.

Sequenced Elements and Performance Criteria.

Specified what and how performance is demonstrated in Performance Evidence.

Captured critical Range Statement items and included industry relevant knowledge in Knowledge Evidence.

Stated mandatory conditions and specific requirements for assessment.

CPCCBC6011
Establish systems to develop and monitor building and construction costs

Application

This unit of competency specifies the skills and knowledge required to establish systems to develop and monitor building and construction costs for residential or commercial projects. It includes implementing and maintaining a construction costing system and recording outcomes.

It supports the establishment of the human resources and facilities necessary to produce accurate and successful costing information, providing a basis for accurate estimating and tendering processes in accordance with organisational guidelines.

This unit of competency supports builders, project managers and related construction industry professionals who integrate information from a broad range of sources to develop systems and take responsibility establishing and managing construction costing systems.

Prerequisite Unit

Nil.

Unit Sector

Construction.

Elements and Performance Criteria

1. Identify factors for inclusion into the costing system.	1.1	Identify and quantify strategic factors impacting on the construction costing process.
	1.2	Quantify range and scope of activities being undertaken by the organisation under the contract.
	1.3	Qualify strategic and operational factors impinging on organisation costing processes and introduce measures to capture cost data.
2. Establish and implement organisational costing system.	2.1	Direct and manage the design and development of organisational project costing system.
	2.2	Develop criteria for implementing and maintaining systems concerned with costing the construction process and formulate into active practice.
	2.3	Develop methods to gather and monitor actual cost information essential to construction of costing process.
	2.4	Obtain approval of costing process from senior management.
	2.5	Evaluate costing process regularly to ensure accuracy and compliance with policy.
3. Establish and implement a costing quality control system.	3.1	Base quality control procedures on sound financial principles and practices.
	3.2	Train staff to ensure that quality assurance practices are applied to the costing process on a daily basis.

	3.3	Develop a system that allows reconciliation of invoices for progress payments against work completed, or due for completion, prior to payments being approved.
4. Develop and implement a costing feedback system.	4.1	Establish and implement a method to effectively and quickly communicate financial information concerning construction costs within the organisation.
	4.2	Develop and maintain a review and feedback system using company project records and performance criteria to identify cost over-runs or savings within the contract.
	4.3	Plan and strategically implement a subcontractor feedback system, based on performance, progress and other strategic factors.
5. Establish recording and costing evaluation system.	5.1	Institute a documentation and recording system to meet organisational needs for ongoing evaluation of costing process.
	5.2	Apply strategic balances and checks that enable the ongoing maintenance of quality of the costing system.

Foundation Skills

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

- technology skills to:
  - use digital tools and devices to communicate and collaborate effectively with others
  - use equipment and programs to access, extract information and complex data to analyse for strategic purposes.

Unit Mapping Information

Supersedes and equivalent to CPCCBC6011A Establish systems to develop and monitor building and construction costs.

Links

Companion Volume Implementation Guide: to be added.

Assessment Requirements for CPCCBC6011 Establish systems to develop and monitor building and construction costs

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by establishing and developing building and construction costs systems for a Type A construction project. The costing system needs to include relevant aspects of the monitoring process to ensure continued financial viability of the organisation.

In doing this, the candidate must:

- communicate effectively both verbally and in writing with senior management, employees, clients, regulatory authorities and legal representatives
- develop conceptual and strategic problem solving processes.

Knowledge Evidence

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

- appropriate sector of the building and construction industry and the nature of contracts upon which its activities are based
- factors to be considered in assessing the risk inherent in different types of building and construction projects
- financial and business administration principles commensurate with organisational processes:
    - establishing and maintaining accurate estimating practices
    - ability to gather specific information concerning actual versus estimated costs
    - relationships with financial management and construction management systems
- human resource practices and industry's industrial relations climate and practices:
    - awards, agreements and work practices
    - entitlements, margins, allowances, rates and penalties
    - using the services of well trained and experienced personnel
- socioeconomic and political factors which determine the climate in that sector of the building and construction industry
- quality assurance systems:
    - control procedures for maintaining costing
    - establishing performance benchmarks for system
    - monitoring internal expenditure and funding allocations
    - establishing and maintaining comprehensive records of bids
    - appropriate manual or electronic databases to assist performance comparisons
    - programmed and spontaneous reviews of success rates
    - providing secure and safe accommodation for costing information

Assessment Conditions

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

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment.

Candidates must be provided with:

- relevant and current government building legislation, codes and standards
- project plans, specifications and manufacturer's instructions
- organisational quality assurance, policies and procedures and workplace safety requirements
- relevant financial and consumer legislation
- sufficient equipment and materials to facilitate establish systems to develop and monitor building and construction costs.

Links

Companion Volume Implementation Guide: to be added.