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Case for Endorsement

Swimming Pool and Spa Service

CPP Property Services Training Package

Release 9.0

Artibus Innovation

Artibus Innovation is the Skills Service Organisation supporting the Industry Reference Committees (IRCs) for the Construction, Plumbing and Services, and Property Services sectors in Australia. It develops, manages, and supports nationally recognised Training Packages.

The IRCs are responsible for providing guidance, direction, and advice in relation to the workforce training and skills development needs of these two industry sectors. Together industry, employees and enterprises contribute significantly to Australia's infrastructure, underpinning the nation's economic and social fabric.

Artibus Innovation
373 Elizabeth Street
North Hobart, TAS, 7000
Phone: 03 6218 2841
Email: enquiries@artibus.com.au
Webpage: artibus.com.au

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A. Administrative details of the Case for Endorsement

Name of allocated IRC

Property Services IRC

Name of SSO

Artibus Innovation

Training Package Components submitted for approval

This submission puts forward the Case for Endorsement for one updated qualification, 14 updated units of competency and three units of competency proposed for deletion.

Qualification

Code	Title
CPP41319	Certificate IV in Swimming Pool and Spa Service

Units of competency

Code	Title
CPPSPS4001	Assess and treat water problems in swimming pools and spas
CPPSPS4002	Install and repair swimming pool and spa circulation and filtration systems
CPPSPS4003	Install and repair swimming pool and spa dosing systems
CPPSPS4004	Install and repair swimming pool and spa cleaning and vacuuming systems
CPPSPS4005	Install, service and repair swimming pool and spa heating systems
CPPSPS4006	Install, service and repair low voltage swimming pool and spa lighting systems
CPPSPS4007	Inspect, service and repair aquatic facility plant and equipment
CPPSPS4008	Install, service and repair spas
CPPSPS4009	Estimate cost of swimming pool and spa products and services
CPPSPS4012	Design, install and service automated systems for swimming pools and spas
CPPSPS4013	Establish maintenance plans for swimming pools and spas
CPPSPS4014	Drain and acid wash swimming pools and spas
CPPSPS4016	Advise on swimming pool and spa products and services
CPPSPS4017	Detect leaks in swimming pools and spas

Units of competency proposed for deletion

Code	Title
CPPSPS4010A	Manage own role as a swimming pool and spa technician
CPPSPS4011A	Comply with regulatory requirements for swimming pool and spa servicing
CPPSPS4015A	Maintain spa water quality

Further mapping information on the 17 units of competency can be located in **Section H: Proposed training package components.**

Case for change details

On behalf of the Property Services IRC, Artibus Innovation prepared a proposal as part of the Industry Skills Forecast 2018 to undertake a full review of CPP41312 Certificate IV in Swimming Pool and Spa Service and its 17 associated units of competency.

Activity order details

Reference number: TPD/2017-18/004

Date executed: 27 June 2018

AISC requirements

To undertake the review, development, deletion (where appropriate) and transition of the Certificate IV in Swimming Pool and Spa Service components in CPP07 Property Services Training Package to the requirements of the *Standards for Training Packages 2012.*

Summary of key changes

Key Changes	Description
KC 1	The 14 Certificate IV in Swimming Pool and Spa Service units of competency have been updated to the *Standards for Training Packages 2012.*
KC 2	Two units have been removed and proposed for deletion: CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing CPPSPS4015A Maintain spa water quality Content from these units has been embedded in all relevant units so that compliance is applied in context.
KC 3	One unit, CPPSPS4010A Manage own role as a swimming pool and spa technician, is proposed to be deleted and replaced with a cross-sector unit: CPPCOM4001 Manage own work, professional development and ethical behaviour.

Key Changes	Description
KC 4	Additional units of competency have been imported from the Business Services Training Package as elective options to provide for continuing professional development for business owners and retail staff in customer service, supervision and management.
	Additional units have been imported from the SIS Sport, Fitness and Recreation Training Package as elective options to increase options in aquatic technical operations. The units could be selected to meet the WA accreditation requirements for Pool Plant Operators or to achieve the nationally recognised skill set SISSS0011 Aquatic Technical Operator.

B.   Description of work and request for approval

On behalf of the Property Services IRC, Artibus Innovation prepared a proposal as part of the Industry Skills Forecast 2018 to undertake a full review of CPP41312 Certificate IV in Swimming Pool and Spa Service and its 17 associated units of competency.

The AISC approved the project in May 2018. The project commenced in July with a national round of consultation 2018.

The processes supporting the review of the CPP41312 Certificate IV in Swimming Pool and Spa Service included:

- an initial desktop audit of the units and qualification
- the formation of a technical advisory group (TAG) comprising industry practitioners and the peak industry association
- national consultation forums at which the skills and knowledge required for job roles associated with the Certificate IV in Swimming Pool and Spa Service. The findings were used as a basis for developing the new qualification and updating sector specific units to align with current and emerging work practices.

The project was also guided by several key principles underpinning current government reforms to training packages:

- support individuals to move easily from one related occupation to another, and
- remove duplication at the unit level to improve the efficiency of the training system
- encourage the uptake of skill sets.

AISC decision being sought

To note the work undertaken and approve the submission.

C.   Evidence of industry support

Our inclusive consultation approach aimed to gather industry feedback from a range of stakeholders to ensure the training package components met industry expectations and skilling requirements.

Project page

A project page was created at commencement of the project on the Artibus Innovation website. The page provided industry stakeholders information on national forums, workshops, the status of the project and opportunities to provide input. The project page was frequently updated throughout the duration of the project and can be viewed here:

http://www.artibus.com.au/project/?project_id=24

Technical Advisory Group (TAG)

A Technical Advisory Group (TAG) was established to the provide strategic input into the development of the qualification and the coverage of the units of competency.

The TAG meet in August 2018 and then to sign off the revised qualification and units in April 2019. A small working group provided expert technical advice as the revision of the units and qualification progressed.

Industry consultation sessions

Between 22 August and 6 September 2018, a series of face-to-face consultation sessions were held in Sydney, Canberra, Melbourne, Adelaide, Perth and Brisbane. These sessions were promoted by Artibus Innovation in its newsletter and on the project page. The Swimming Pool and Spa Association of Australia (SPASA) provided advertising of the events at the SPLASH! Pool and SPA Trade Show held on the Gold Coast 1 – 2 August 2018 and via its regular newsletter and two separate bulletins. SPASA Victoria and SPASA WA notified their members and Splash Magazine E newsletter ran an article on the opportunity for industry to have a say on the review of the Certificate IV in Swimming Pool and Spa Service.

Industry support for the review of the qualification was enthusiastic with a total of 40 participants in the consultation sessions, including a representative from the regulatory body in Queensland. There was consistent feedback across all jurisdictions. The main themes were that:

- the Certificate III in Swimming Pool and Spa Service be made an entry requirement for the Certificate IV
- the existing qualification focuses on the technical skills required by a senior service technician doing field work. However, there is a need to address the training needs of the business owner/franchisee who hires the technicians and handles the retail/business side, managing staff, sales and quoting. To do this, additional units can be imported and potentially a skill set developed.

Employers present at the consultations expressed the view that an updated Certificate IV in Swimming Pool and Spa Service was important as a career pathway and would support staff

retention, provide for continuing professional development and contribute to improving standards in the sector.

Summary of feedback from forums and meetings

Feedback from the consultation process resulted in a draft qualification and units of competency that are supported by industry.

Online feedback on qualification and units of competency drafts

The draft qualification and units were made available through the project page on the Artibus website over the following timeframes.

Industry stakeholders were able to download the draft materials and provide feedback on the qualifications and units of competency.

Online Consultation Stage	Timeframe of Consultation
Draft training package components released for feedback	11 April 2019 - 9 May 2019
Final draft training package components	13 May 2019 - 31 May 2019

Feedback was sought on all of the draft training package components, with a focus on whether the draft units and qualification reflected the current skills and job functions of the industry. Feedback was also sought on any missing skills and knowledge that needed to be added to the qualification.

The TAG was asked to consider the feedback gathered in the first and second on line surveys. They provided advice on necessary amendments the training package components.

State/Territory Training Authorities (STAs)

STAs have been kept abreast of the project via newsletters and direct email correspondence. STA feedback on the project was reviewed and put forward to the TAG to consider.

Dissenting views and alternative approaches explored

The TAG held two formal meetings to discuss and communicated via the shared online workspace as the update of the training package components progressed. There were no dissenting views relating to the in development of the qualification and units of competency.

Report by exception

Support for this Case for Endorsement progressing to the AISC for approval has been received from the following STAs:

- New South Wales
- Northern Territory

- Western Australia
- Tasmania
- Queensland.

No response was received from the following STAs:

- Australian Capital Territory
- South Australia.

The Victorian STA has reviewed the project and raised concerns regarding, but not limited to:

- entry requirements
- unit equivalency and mapping
- unit referencing

Artibus has made amendments to the training package components against the Victorian STTA's feedback where possible, and provided a response outlining amendments and rationales for decisions.

After reviewing the response provided by Artibus, the Victorian STA is not prepared to support the project progressing to the AISC for endorsement at this time.

Appendix C: Victorian STA's concerns on the Swimming Pool and Spa Service Project outline the concerns raised by the Victorian STA's and the response provided by Artibus.

D. Industry expectations about training delivery

Advice about industry's expectations of training delivery

This project aimed to follow the AISC's requirements and support the COAG Industry and Skills Council reforms to training packages by developing:

- a qualification that better reflects occupational standards
- units of competency that provide a clear intended outcome
- a comprehensive skills and knowledge base to enhance the professionalism of the sector and support individuals to move easily from one related occupation to another
- encourage the uptake of skill sets.

The revised units of competency have been transitioned to align with the *Standards for Training Packages 2012*.

The impact of the changes of the proposed endorsed components are as follows:

- RTOs will be notified by training.gov.au of the changes in the units of competency and their assessment requirements
- RTOs will be required to adapt all aspects of training and assessment to the changes in structure and content in the units of competency and their assessment requirements.

RTOs can expect a series of changes. RTOs will be required to:

- assess and implement the mandatory delivery and assessment requirements specified in the endorsed components
- adjust training and assessment strategies
- review delivery and assessment resources
- address and enhance supporting material and resources to address assessment requirements.

Quality principles: Flexibility, Recognition, Access, and Equity

Flexibility and recognition

The qualification was developed to allow for units to be selected from a pool of elective units, including units that may be drawn from other Training Packages or accredited courses. Additionally, there are a range of imported units in the qualification to support transferability of skills across the industry.

Equity and Access

The CPP41319 Certificate IV in Swimming Pool and Spa Service has the following entry requirement:

Candidates are required to hold the CPP31218 Certificate III in Swimming Pool and Spa Service or at least five years current industry experience and skills equivalent to the Certificate III.

The entry requirement aims to provide the industry confidence in training and promote occupational pathways by having a direct link with the lower-level qualification. This approach is an industry requirement for candidates seeking to undertake the CPP41319 Certificate IV in Swimming Pool and Spa Service.

IRC recommendation on traineeships and apprenticeships

The Property Services IRC does not have any recommendations on traineeships and apprenticeships.

Advice on occupational and licensing requirements

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

Implementation issues of note and management strategy

The endorsed components have been developed to:

- align with the *Standards for Training Packages 2012*
- support the approach of the standards to develop a qualification that IS accessible in content, format and logic
- support industry relevant training and assessment practices.

The impact for enterprises is expected to be a positive one. The proposed endorsed components will provide enterprises with a workforce that can apply relevant skills and knowledge and a career pathway.

The proposed endorsed components meet the requirements for the *Standards for Training Packages 2012* and have been uploaded onto the National Register through the Training Package Content Management System (TPCMS) and published on Training.gov.au (TGA).

Advice on downstream effects of the change

Minimal downstream effects are expected in industry. The CPP41319 Certificate IV in Swimming Pool and Spa Service remains equivalent to its preceding qualification in the CPP07 Property Services Training Package.

E.   Quality assurance reports

Editorial Report

An editorial report has been undertaken by Sue Hamilton.

Equity Report

An equity report has been undertaken by Sue Hamilton.

Quality Report

A quality report has been undertaken by Trish Gamper.

Declaration

Artibus Innovation declares that the proposed components of the *CPP Property Services Training Package Version 9.0 Companion Volume Implementation Guide* adhere to the requirements of the Standards for Training Packages 2012, the Training Package Products Policy, and the Training Package Development and Endorsement Process Policy.

The CPP Property Services Training Package Version 9.0 Companion Volume Implementation Guide can be located on the VETNet website at:

- https://vetnet.education.gov.au
- Artibus Innovation official website, through an external link: www.artibus.com.au.

F. Implementation of the COAG Industry Skills Council reforms to training packages

Supporting COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC will support the COAG Industry and Skills Council reforms to training packages by endorsing components that have been developed to ensure they reflect:

Principle	Evidence
Reflect identified workforce outcomes	The revision of the qualification has been undertaken in consultation with industry to ensure the qualification reflects the current vocational outcome.
Support national (and international) portability of skills and competencies including reflecting licensing and regulatory requirements	No licensing, legislative or certification requirements apply to this qualification at the time of publication.
Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	The packaging rules of the qualification allow candidates to select from a range of imported units from other Training Packages.
Be flexible enough to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	The qualification supports workers in various jurisdictions and contexts. The qualification could equally lead candidates to work in residential or commercial settings.
Facilitate recognition of an individual's skills and competencies and support movement between the school, vocational education and higher education sectors	The qualification was developed to support learner progression and articulation from the CPP31218 Certificate III in Swimming Pool and Spa Service.
Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements	Assessment requirements associated with each unit of competency are written clearly and provide specific information on both performance and knowledge evidence requirements for assessment, as well as on the required conditions for assessment.

Evidence of completion of the training package development work

This Case for Endorsement will be put forward to the AISC August 2019 meeting.

Evidence that training package components are prepared for publication

The proposed components are currently in pre-publishing mode on the TPCMS.

Approximate Publication Timeframe

The endorsed components will be ready for publication on endorsement and the official release of the AISC communique.

G. Proposed training package components

Qualification mapping

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
CPP41319 Certificate IV in Swimming Pool and Spa Service	CPP41312 Certificate IV in Swimming Pool and Spa Service	Supersedes and is equivalent to CPP41312 Certificate IV in Swimming Pool and Spa Service. Changed packaging arrangements – core decreased by 4 to 8 units and electives increased from 8 to 12 units. Additional imported units included in elective bank.	E

Units of competency mapping

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
CPPSPS4001 Assess and treat water problems in swimming pools and spas	CPPSPS4001A Assess and treat water problems in swimming pools and spas	Supersedes and is equivalent to CPPSPS4001A Assess and treat water problems in swimming pools and spas. Incorporated content from - CPPSPS4015A Maintain spa water quality, and - CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing Updated to meet the Standards for Training Packages.	E
CPPSPS4002 Install and repair swimming pool and spa circulation and filtration systems	CPPSPS4002A Install, service and repair swimming pool and spa circulation and filtration systems	Supersedes and is equivalent to CPPSPS4002A Install, service and repair swimming pool and spa circulation and filtration systems. Minor title changed. Added in content from	E

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
		CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing Updated to meet the Standards for Training Packages.	
CPPSPS4003 Install and repair swimming pool and spa dosing systems	CPPSPS4003A Install, service and repair swimming pool and spa dosing systems	Supersedes and is equivalent to CPPSPS4003A Install, service and repair swimming pool and spa dosing systems. Minor title changed. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing Updated to meet the Standards for Training Packages.	E
CPPSPS4004 Install and repair swimming pool and spa cleaning and vacuuming systems	CPPSPS4004A Install, service and repair swimming pool and spa cleaning and vacuuming systems	Supersedes and is equivalent to CPPSPS4004A Install, service and repair swimming pool and spa cleaning and vacuuming systems. Minor title change. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • Element 3 changed from Service to Maintain Updated to meet the Standards for Training Packages.	E
CPPSPS4005 Install, service and repair swimming pool and spa heating systems	CPPSPS4005A Install, service and repair swimming pool and spa heating systems	Supersedes and is equivalent to CPPSPS4005A Install, service and repair swimming pool and spa heating systems. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing	E

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
		• Element 3 changed from Service to Maintain Updated to meet the Standards for Training Packages.	
CPPSPS4006 Install, service and repair low voltage swimming pool and spa lighting systems	CPPSPS4006A Install, service and repair swimming pool and spa low voltage lighting systems	Supersedes and is equivalent to CPPSPS4006A Install, service and repair low voltage swimming pool and spa lighting systems. Minor title change. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • Element 3 changed from Service to Maintain Updated to meet the Standards for Training Packages.	E
CPPSPS4007 Inspect, service and repair aquatic facility plant and equipment	CPPSPS4007A Inspect, service and repair aquatic facility plant and equipment	Supersedes and is equivalent to CPPSPS4007A Inspect, service and repair aquatic facility plant and equipment. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • Element 3 changed from Service to Maintain Updated to meet the Standards for Training Packages.	E
CPPSPS4008 Install, service and repair spas	CPPSPS4008A Install, service and repair spas	Supersedes and is equivalent to CPPSPS4008A Install, service and repair spas. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • Element 3 changed from	E

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
		Service to Maintain Updated to meet the Standards for Training Packages.	
CPPSPS4009 Estimate cost of swimming pool and spa products and services	CPPSPS4009A Estimate cost of swimming pool and spa products and services	Supersedes and is equivalent to CPPSPS4009A Estimate cost of swimming pool and spa products and services. Updated to meet the Standards for Training Packages.	E
CPPSPS4012 Design, install and service automated systems for swimming pools and spas	CPPSPS4012A Design, install and service automated systems for swimming pools and spas	Supersedes and is equivalent to CPPSPS4012A Design, install and service automated systems for swimming pools and spas. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • Element 3 changed from Service to Maintain Updated to meet the Standards for Training Packages.	E
CPPSPS4013 Establish maintenance plans for swimming pools and spas	CPPSPS4013A Establish maintenance plans for swimming pools and spas	Supersedes and is equivalent to CPPSPS4013A Establish maintenance plans for swimming pools and spas. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing Updated to meet the Standards for Training Packages.	E
CPPSPS4014 Drain and acid wash swimming pools and spas	CPPSPS4014A Drain and acid wash swimming pools and spas	Supersedes and is equivalent to CPPSPS4014A Drain and acid wash swimming pools and spas. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing	E

CPP Property Services Training Package	CPP07 Property Services Training Package	Comments	Equivalent statement
		Updated to meet the Standards for Training Packages.	
CPPSPS4016 Advise on swimming pool and spa products and services	CPPSPS4016A Advise on swimming pool and spa products and services	Supersedes and is equivalent to CPPSPS4016A Advise on swimming pool and spa products and services. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • WHS Updated to meet the Standards for Training Packages.	E
CPPSPS4017 Detect leaks in swimming pools and spas	CPPSPS4017A Detect leaks in swimming pools and spas	Supersedes and is equivalent to CPPSPS4017A Detect leaks in swimming pools and spas. Added in content from: • CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing • WHS Updated to meet the Standards for Training Packages.	E

Deleted units

- CPPSPS4010A Manage own role as a swimming pool and spa technician
- CPPSPS4011A Comply with regulatory requirements for swimming pool and spa servicing
- CPPSPS4015A Maintain spa water quality

Imported units of competency

Code	Title	Training Package
BSBCUE302	Deploy customer service field staff	BSB Business Services
BSBCUE304	Provide sales solutions to customers	BSB Business Services

Code	Title	Training Package
BSBCUE309	Develop product and service knowledge for customer engagement operation	BSB Business Services
BSBCUS402	Address customer needs	BSB Business Services
BSBLDR402	Lead effective workplace relationships	BSB Business Services
BSBRSK401	Identify risk and apply risk management processes	BSB Business Services
BSBSMB401	Establish legal and risk management requirements of small business	BSB Business Services
BSBSMB403	Market the small business	BSB Business Services
BSBSMB407	Manage a small team	BSB Business Services
BSBSMB417	Recruit staff	BSB Business Services
BSBSMB420	Evaluate and develop small business operations	BSB Business Services
BSBSMB421	Manage small business finances	BSB Business Services
CPCCCM2012	Work safely at heights	CPC Construction, Plumbing and Services
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	CPC Construction, Plumbing and Services
RIIWHS202D	Enter and work in confined spaces	RII Resources and Infrastructure Industry
SIRRINV002	Control stock	SIR Retail Services
SISCAQU001	Test pool water quality	SIS Sport, Fitness and Recreation
SISCAQU003	Maintain aquatic facility plant and equipment	SIS Sport, Fitness and Recreation
SISCAQU005	Develop and implement aquatic facility maintenance procedures	SIS Sport, Fitness and Recreation
SISCAQU014	Operate self-contained breathing apparatus in an aquatic facility	SIS Sport, Fitness and Recreation
SISXEMR001	Respond to emergency situations	SIS Sport, Fitness and Recreation
SISXEMR002	Coordinate emergency response	SIS Sport, Fitness and Recreation
SISXRSK301A	Undertake risk analysis of activities	SIS Sport, Fitness and Recreation
SISXWHS101	Follow work health and safety policies	SIS Sport, Fitness and Recreation

Appendix A: Industry stakeholders

Technical Advisory Group (TAG) Members

TAG Member	Organisation
Michael Hurley	Chair, Property Services IRC
Lindsay McGrath	SPASA
Angela Longton	Poolwerx
Kylie Rojahn	Atlantis Pool Service
Paul Stafford	Roejen Services
Mark Smith	Clark Rubber
Lee Salisbury	Sapphire Wetwork Pool and Spa
Chris Pilat	Cool Pool Care

Forum attendees

Sydney, 22 August 2018

Name of attendee	Organisation
Michael Freame	Dural Poolsmart
Jeff Neate	My Pool Safety
Anthony Arbidans	Swimart Baulkham Hills
Spiros Dassakis	Swimming Pool and Spa Association

Canberra, 23 August 2018

Name of attendee	Organisation
Wendy Hudson	Swimart Erindale
Peter Hudson	Swimart Erindale
Dave Brown	Waters Edge Pool Services
Andrew Kuzak	Monaro Pools
Mark Spilsbury	North Strathfield Swimart

Melbourne, 28 August 2018

Name of attendee	Organisation
Cheryl Catalano	Clark Rubber
Sean Kershaw	Jim's Pool Care
Adam Post	Jim's Pool Care
Chris Samartzis	SPASA Victoria

Adelaide, 29 August 2018

Name of attendee	Organisation
Cate Harrison	Adelaide Pool Patrol
Lee Watts	Adelaide Pool Patrol
Matthew Thompson	Thompson's Pool Service
Ricky Albeck	Thompson's Pool Service
Susie	SPASA
Rodney Smith	SPASA
James Lunnay	Jim's Pool Care

Perth, 30 August 2018

Name of attendee	Organisation
Elena Moretti	Aqua Leisure
Steve Parry	Aqua Leisure
Kevin Stone	Aqua Leisure
Lynley Papineau	Aqua Leisure
Paul Muenchow	Department of Training & Workforce Development WA
Lisa Barron	Department of Training & Workforce Development WA
Paul Lowndes	Pool Tech

Raymond Hillman	Service Technician
Charles Bucknell	CETEC – water quality testing services
Mike Wren	SPASA WA
Bryce Steele	SPASA WA
Liz Hollingdale	Pool Controls
Cath McGrath	Construction Training Fund

Brisbane, 6 September 2018

Name of attendee	Organisation
Adrian Lacy	Spatex
Kyle Rojahn	Atlantis Pool Shops
Troy Cartwright	Poolwerx
Ian Jones	Bionizer
Christiaan Kimberley	Nkorthlakes Pool Care
Carl Gervais	Rode Pool Services
John Dixon	Sunbather Pool Heating and Pool Covers
Lee Moore	Astral Pool and Spa Solutions
Therese Nolan	Education Officer VET and Vocational Learning, Catholic Education Office
Graham Easterby	Queensland Building and Construction Commission
Andrew Patterson	Blue Water Pool Care, Cairns
Lyn Kelso	The Worx, Darwin
Rod Hardy	Rod Hardy Pools, Darwin
Sarah Gardiner-Smith	A B Phillips, Vic
Em Ritchie	Conductor Hub, Qld
Bruce Everett	Swimart, Meadowbrook, Qld
Alex Johnson	Swimart, Franchise Development Manager, NSW

Vince Stoneman	Driclad, National Business Manager, Vic
Gary Cohen	Sterns Group
Joshua Chapman	Classic Pools and Spas, General Manager, Qld
Granville Harris	Astral Pool Australia, Business Development Manager, NSW
Mike Geddes	Poolwerx, Franchise Development Manager, Qld
Damien Garton	Render Systems Australia, Qld

Appendix B: IRC support

The Property Services IRC supports the submission of the submission of the training package components put forward in this Case for Endorsement.

Signed on behalf by the appointed Chair of the Property Services IRC.

Name of Chair:

Noel Hamey

Signature of Chair:

Date: 24 June 2019

Appendix C: Victorian STA's concerns on the Swimming Pool and Spa Service Project

8 July 2019   Feedback provided by the Victorian STA to Artibus

9 July 2019   Artibus provided a response to the Victorian STA

STA Feedback 1:

Entry Requirements for CPP41319 Certificate IV in Swimming Pool and Spa Service. The CFE indicates the inclusion of Entry Requirements was a major theme in the consultations, however, there is no rationale provided in the CFE, or the CVIG (as required by the Standards) other than it is an industry requirement.   There is no explanation as to how it was determined that 5 years' industry experience is equivalent to the Certificate III. Please provide the rationale and evidence of need for introducing the Entry Requirement and include it in the CVIG.

Artibus Response 1:

After discussion with the industry association the requirement for 5 years industry experience has been removed and the entry requirements amended to as follows:

> *ENTRY REQUIREMENTS*

> *Candidates are required to hold the CPP31218 Certificate III in Swimming Pool and Spa Service or the CPP31212 Certificate III in Swimming Pool and Spa Service.*

Information on the Entry Requirements has been included in the Companion Volume Implementation Guide.

STA Feedback 2:

Elective Unit: CPCCCM2012 Work safely at heights. **This elective unit does not appear to be endorsed.** The current unit is CPCCCM2010B Work safely at heights and its prerequisite is CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry. CPCCWHS2001 Apply WHS requirements, policies and procedures in the construction industry is included in this qualification as the prerequisite to CPCCCM2012, however, **both should be removed and the currently endorsed unit with its prerequisite should be included**.

Artibus Response 2:

The qualification will be amended to reflect CPCCCM2010B Work safely at heights.

CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry has been removed from the qualification.

Artibus will seek IRC approval to update all units of competency to remove CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry as a prerequisite and replace it with the updated CPCCWHS2001 Apply WHS requirements, policies and procedures in the construction industry.

STA Feedback 3:

Elective Unit: CPPCOM4001 Manage own work, professional development and ethical behaviour
The CFE notes this unit replaces CPPSPS40101A Manage own role as a swimming pool and spa technician (now proposed for deletion), however, this was previously a core unit. What is the reason for this cross-sector unit now becoming an elective? Please provide the rationale for replacing the previous core unit with the cross-sector unit and moving it to the elective bank in the context of our comments.

Artibus Response 3:

Industry advice was to:

- *reduce number of core units to provide more flexibility in qualification*
- *move CPPSPS4010A Manage own role as a swimming pool and spa technician to electives. Managing own role implicit in all the units. In the interests of reducing duplication across units, CPPSPS4010A was mapped against CPPCOM4001 Manage own work, professional development and ethical behaviour. The mapping indicted close alignment. Where there was not direct correlation across PCs the CPSPS4010A PCs were embedded in relevant revised units. Thus it was recommended that CPPSPS4010A be replaced by CPPCOM4001. See mapping.*
- *The CFE notes the existing qualification focuses on technical skills and a major theme was the need to address the training needs of the business owner; franchisee. The core of the new qualification appears highly technical.*

Additional units of competency have been imported from the Business Services Training Package as elective options to provide for continuing professional development for business owners and retail staff in customer service, supervision and management. Advice from the only RTO currently offering the qualification, Swimming Pool and Spa Association of Australia (SPASA) is that they would offer create short course opportunities for business owners and retail staff using BSB units available in the elective bank. It is not envisaged that business owners or retail staff undertake the complete qualification.

STA Feedback 4:

Units. I note all the units are deemed equivalent to their predecessors, and overall the units appear well written. However, the Assessment Conditions for CPPSPS4001 Assess and treat water problems in swimming pools and spas requires at least two of the pools/spas to be used by the public – this may be difficult to replicate in a simulated environment. Please advise how this is to be implemented in a simulated environment or reconsider the wording.

Artibus Response 4:

The wording in the units of competency state 'Assessment must be undertaken in the workplace or in a simulated workplace environment.' Arrangements for assessment of pools and spas used by the public would need to be conducted in a real workplace.

Editorial Report Template

1. **Cover page**	
Information required	**Detail**
Training Package title and code	CPP Property Services Training Package, Release 9.0
Number of new qualifications and their titles [1]	Nil
Number of revised qualifications and their titles	There is one revised qualification: • CPP41319 Certificate IV in Swimming Pool and Spa Service
Number of new units of competency and their titles	Nil
Number of revised units of competency and their titles	14 revised units of competency – see Attachment 1.
Confirmation that the draft training package components are publication-ready	The draft swimming pool and spa components reviewed meet the requirements of the Standards for Training Packages 2012 and are publication ready. Artibus Innovation states in the Case for Endorsement (CfE) that the components are currently in pre-publishing mode on the TPCMS and are ready for publication once endorsed.
Is the Editorial Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide a name.	Yes - Sue Hamilton is a member of the Quality Assurance Panel.
Date of completion of the report	18 June 2019

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[1] *When the number of training products is high the titles can be presented as an attachment.*

2. Content and structure

Units of competency

Editorial requirements	Comments
Standard 5: • The structure of units of competency complies with the unit of competency template.	The structure of the 14 revised units complies with the unit of competency template. The coding and titling of the units comply with the unit of competency template. The revised units that have been transitioned to meet the requirements of the *Standards for Training Packages (2012)*. Most units have retained their coding with the suffix removed. All units include a statement in the Application field relating to legislative and regulatory requirements. *Legislative and regulatory requirements apply to swimming pool and spa technicians but vary according to state/territory jurisdictions. Users must check with the relevant regulatory authority before delivery.* *Service technicians are not permitted to undertake installation, replacement, maintenance and repair functions that are restricted to licensed trades or occupations.* The prerequisite field is used although no units include a prerequisite unit. The other optional fields are not utilised (competency field, unit sector and range of conditions). Foundation skills are described in the appropriate field utilising skills as described in the Australian Core Skills Framework (ACSF). The equivalence of a revised unit to the previous version is stated in the unit mapping information field.
Standard 7: • The structure of assessment requirements complies with the assessment requirements template.	All 14 units of competency have associated assessment requirements, which comply with the assessment requirements template. The assessment requirements are clearly written and have consistent breadth and depth. The performance evidence reflects workplace tasks and includes appropriate volume and frequency requirements. The knowledge evidence and assessment conditions fields are utilised appropriately. Artibus Innovation has indicated that all aspects of the assessment requirements are supported by stakeholders and the Property Services Industry Reference Committee (IRC).

Training Package Quality Assurance

Qualifications

Editorial requirements	Comments by the editor
Standard 9: • The structure of the information for qualifications complies with the qualification template.	The revised qualification complies with the qualification template with all mandatory fields completed. • Coding and titling are appropriate. • The qualification description outlines the qualification outcome – who it applies to and the work covered. There are no licensing, legislative or certification requirements applicable to the qualification. • An entry requirement is specified for CPP41319 Certificate IV in Swimming Pool and Spa Service. Candidates are required to hold the CPP31218 Certificate III in Swimming Pool and Spa Service or at least five years current industry experience and skills equivalent to the Certificate III. The rationale for the entry requirement is included in the CPP Companion Implementation Guide (CVIG). • The packaging rules are clearly articulated. The core and electives cover a broad range of units across six industry training packages. • The equivalence of the revised version to the previous version is stated in the qualification mapping information section.
Standard 10: • Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template.	No credit arrangements with Higher Education apply to the qualification reviewed. Artibus Innovation provided separate documentation in a format that complies with the credit arrangements template.

Companion Volumes

Editorial requirements	Comments by the editor
Standard 11: • A quality assured companion volume implementation guide is available and complies with the companion volume implementation guide template.	The training package components in this submission are accompanied by the *CPP Property Services Training Package Companion Volume Implementation Guide, Release 9.0* The CPP CVIG complies with the companion volume implementation guide template included in the 2012 Standards, and has been quality assured in line with Artibus Innovation's internal processes and this external editorial review.

3.   Proofreading

Editorial requirements	Comments by the editor
• **Unit codes and titles** and **qualification codes and titles** are accurately cross-referenced throughout the training package product(s) including mapping information and packaging rules, and in the companion volume implementation guide.	The codes and titles have been proofread and cross-referenced throughout all documentation provided – units, qualification, CfE and CPP CVIG. Artibus Innovation addressed a range of edits, sequencing of units and typographical errors noted during the editorial review.
• Units of competency and their **content** are **presented in full**.	All 14 units of competency and their associated assessment requirements were presented in full.

• The author of the Editorial Report is satisfied with the quality of the training products, specifically with regard to:
  o absence of spelling, grammatical and typing mistakes
  o consistency of language and formatting
  o logical structure and presentation of the document
  o compliance with the required templates
	This editorial review has incorporated checking:
	
	• spelling/typing mistakes
	• numbering (codes and performance criteria)
	• checking acronyms
	• consistency of language throughout
	• structure and presentation of documents
	• compliance with templates.
	
	Throughout this process, the Artibus Innovation team incorporated many of the suggestions provided in an interim report during the editorial review, or clearly explained why aspects should stay as they are.

Attachment 1: CPP training package components

Qualifications

CPP qualification
• CPP41319 Certificate IV in Swimming Pool and Spa Service

Units of competency

CPP Units of Competency
Revised units
• CPPSPS4001 Assess and treat water problems in swimming pools and spas • CPPSPS4002 Install and repair swimming pool and spa circulation and filtration systems • CPPSPS4003 Install and repair swimming pool and spa dosing systems • CPPSPS4004 Install and repair swimming pool and spa cleaning and vacuuming systems • CPPSPS4005 Install, service and repair swimming pool and spa heating systems • CPPSPS4006 Install, service and repair swimming pool and spa low voltage lighting systems • CPPSPS4007 Inspect, service and repair aquatic facility plant and equipment • CPPSPS4008 Install, service and repair spas • CPPSPS4009 Estimate cost of swimming pool and spa products and services • CPPSPS4012 Design, install and service automated systems for swimming pools and spas • CPPSPS4013 Establish maintenance plans for swimming pools and spas • CPPSPS4014 Drain and acid wash swimming pools and spas • CPPSPS4016 Advise on swimming pool and spa products and services • CPPSPS4017 Detect leaks in swimming pools and spas

Training Package Quality Assurance

Quality Report Template

Section 1 – Cover page

Information required	Detail
Training Package title and code	**CPP Property Services Training Package (Release 9.0) – Swimming Pool and Spa Service**
Number of new qualifications and their titles[1]	N/A
Number of revised qualifications and their titles	One (1) revised qualification: • CPP41319 Certificate IV in Swimming Pool and Spa Service
Number of new units of competency and their titles	N/A
Number of revised units of competency and their titles	Fourteen (14) revised units of competency – Refer to Attachment 1
Confirmation that the panel member is independent of: • the Training Package or Training Package components review ('Yes' or 'No') • development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No') • undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No')	I confirm that I am independent of: • the Training Package or Training Package components review – Yes • development and/or validation activities associated with the Case for Endorsement – Yes • undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report – Yes
Confirmation of the Training Packages or components thereof being compliant with the *Standards for Training Packages 2012*	Training Package components are compliant with the *Standards for Training Packages 2012*
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Products Policy*	Training Package components are compliant with the *Training Package Products Policy*
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Development and Endorsement Process Policy*	Training Package components are compliant with the *Training Package Development and Endorsement Process Policy*

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[1] When the number of training products is high the t*itles can be presented as an attached list.*

Training Package Quality Assurance

Information required	Detail
Panel member's view about whether: • the evidence of consultation and validation process being fit for purpose and commensurate with the scope • estimated impact of the proposed changes is sufficient and convincing	The Case for Endorsement outlines the consultation and validation processes for the review and development of one (1) qualification and fourteen (14) units of competency. Activities included an initial desktop audit of the qualification and units of competency, the formation of a Technical Advisory Group (TAG) and national consultation forums. Key stakeholders were kept informed throughout the project and sufficient opportunities for feedback and validation provided. These processes are fit for purpose and are commensurate with the scope of the project. The estimated impact of changes has also been identified in the Case for Endorsement. As the draft qualification and units of competency are equivalent to previous versions, minimal downstream effects for training and assessment are expected.
Name of panel member completing Quality Report	**Trish Gamper – Gamper Consulting Services**
Date of completion of the Quality Report	**21 June 2019**

Training Package Quality Assurance

Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 1 Training Packages consist of the following: 1. AISC endorsed components: • qualifications • units of competency • assessment requirements (associated with each unit of competency) • credit arrangements 2. One or more quality assured companion volumes	**Yes**	The CPP Property Services Training Package consists of the following: 1. ASIC endorsed components: • 1 qualification • 14 units of competency and associated assessment requirements • credit arrangements are not applicable as no credit arrangements currently exist between the qualification and Higher Education. 2. A quality assured companion volume implementation guide. The Editorial Report confirms these components.
Standard 2 Training Package developers comply with the *Training Package Products Policy*	*Yes*	Artibus Innovation has complied with the *Training Package Products Policy*. The draft qualification and units of competency comply with coding and titling requirements, access and equity have been addressed, foundation skills are explicit and recognisable within the Training Package components, imported units of competency have been checked for currency with one unit containing a prerequisite which has also been imported in the qualification, and clear mapping tables are provided. The Editorial and Equity Reports also confirm compliance with the *Training Package Products Policy*.
Standard 3 Training Package developers comply with the AISC *Training Package Development and Endorsement Process Policy*	*Yes*	Artibus Innovation has complied with the AISC *Training Package Development and Endorsement Process Policy*. As outlined in the Case for Endorsement, a Case for Change was submitted and approved by the AISC to undertake the review, development, deletion (where appropriate) and transition of the swimming pool and spa service components in the CPP07 Property Services Training Package to the requirements of the *Standards for Training Packages 2012*. The Case for Endorsement outlines the development, consultation, feedback and validation processes in the development and review of the components.
Standard 4 Units of competency specify the standards of performance required in the workplace	*Yes*	A review of the Training Package components confirms clearly written units of competency that specify the performance required in the workplace.

Training Package Quality Assurance

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 5 The structure of units of competency complies with the unit of competency template	*Yes*	A review of the units of competency confirms compliance with the unit of competency template. Compliance is also confirmed in the Editorial Report.
Standard 6 Assessment requirements specify the evidence and required conditions for assessment	*Yes*	A review of the assessment requirements confirms they clearly specify the evidence required and provide required conditions for assessment. Compliance is also confirmed in the Editorial Report.
Standard 7 Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template	*Yes*	A review of the units of competency confirms that every unit of competency has associated assessment requirements and the structure complies with the assessment requirements template. The Editorial Report also confirms compliance with this Standard.
Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type	*Yes*	A review of CPP41319 Certificate IV in Swimming Pool and Spa Service and the AQF Level 4 specifications confirms that the qualification complies with the AQF specification for the qualification type.
Standard 9 The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template	*Yes*	A review of the CPP41319 Certificate IV in Swimming Pool and Spa Service confirms that the structure of the qualification complies with the qualification template. This is also confirmed in the Editorial Report.
Standard 10 Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template	*N/A*	No credit arrangements exist between the CPP41319 Certificate IV in Swimming Pool and Spa Service and Higher Education qualifications. Artibus Innovation provided separate documentation which complies with the required template.

Training Package Quality Assurance

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 11 A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.	*Yes*	A quality assured Companion Volume Implementation Guide has been produced and will be available at the time of endorsement. The Companion Volume Implementation Guide complies with the relevant template and has been quality assured in line with Artibus Innovation's internal processes and has been edited by a member of the QA Panel.
Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	*N/A*	

Training Package Quality Assurance

Section 3 – Compliance with the training package quality principles

Note: *not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.*

Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Driven by industry's needs	**Yes**	The Case for Endorsement has identified that the proposed qualification and units of competency have been reviewed and developed to support movement between related occupations and to reflect the current skills and knowledge required by industry. The Case for Endorsement also details consultation processes and key stakeholders involved in the project.
Compliant and responds to government policy initiatives Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence: • ensure obsolete and superfluous qualifications are removed from the system • ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices • ensure that the training system better supports	**Yes**	A review of the Training Package components, the Case for Endorsement, the Companion Volume Implementation Guide, and Editorial and Equity Reports confirms the Training Package components are compliant and respond to government initiatives by: • removing two units of competency to reduce duplication • replacing one unit with a cross-sector unit for greater flexibility • importing additional elective units of competency to better support individuals moving from one occupation to another • importing additional elective units of competency to increase options in technical operations and foster greater recognition of skill sets.

individuals to move easily from one related occupation to another • improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors • foster greater recognition of skill sets		
Reflect contemporary work organisation and job profiles incorporating a future orientation	**Yes**	The Case for Endorsement notes that the revised CPP41319 Certificate IV in Swimming Pool and Spa Service better reflects occupational standards and the skills and knowledge contained in the units of competency will enhance the professionalism of the sector.

Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support movement of skills within and across organisations and sectors	**Yes**	CPP41319 Certificate IV in Swimming Pool and Spa Service contains common CPP and imported units of competency, which support movement of skills across organisations and sectors. The Case for Endorsement notes that the qualification supports workers in various jurisdictions and contexts. The qualification could equally lead candidates to work in residential or commercial settings.
Promote national and international portability	**Yes**	The allowance to select additional units of competency from other Training Packages or accredited courses as well as the inclusion of imported units of competency within the qualification promotes national portability of skills and knowledge.
Reflect regulatory requirements and licensing	**Yes**	A review of the units of competency confirms that legislative and regulatory requirements apply to swimming pool and spa technicians but vary according to state/territory jurisdictions. Users are advised to check with the relevant regulatory authority before delivery.

Training Package Quality Assurance

Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Reflect national consensus	**Yes**	Support for the revised qualification and units of competency is contained within the Case for Endorsement.
Recognise convergence and connectivity of skills	**Yes**	The incorporation of common CPP and imported units of competency recognise the convergence and connectivity of skills.

Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Meet the diversity of individual and employer needs	**Yes**	The revised qualification provides flexibility and choice of units of competency to meet the diversity of individual and employer needs.
Support equitable access and progression of learners	**Yes**	The Equity Report confirms that the Training Package components support equitable access and progression of learners. The CPP41319 Certificate IV in Swimming Pool and Spa Service was developed to support learner progression and articulation from the CPP30218 Certificate III in Swimming Pool and Spa Service.

Quality principle 5: Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support learner transition between education sectors	**N/A**	Pathways from school and to higher education are not applicable to this qualification.

Training Package Quality Assurance

Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support implementation across a range of settings	**Yes**	The flexibility within the qualification supports implementation across a range of settings. Implementation advice is also contained within the Companion Volume Implementation Guide.
Support sound assessment practice	**Yes**	A review of the units of competency and their associated assessment requirements confirms they support sound assessment practices. The Editorial Report also confirms units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth. The performance evidence and knowledge evidence reflect work tasks and knowledge requirements and include appropriate volume and frequency of requirements.
Support implementation	**Yes**	Implementation advice is provided in the Companion Volume Implementation Guide. The Case for Endorsement also provides advice to Registered Training Organisations (RTOs) regarding relevant changes required for implementation.

Training Package Quality Assurance

Attachment 1 - Units of competency

Code	Title
CPPSPS4001	Assess and treat water problems in swimming pools and spas
CPPSPS4002	Install and repair swimming pool and spa circulation and filtration systems
CPPSPS4003	Install and repair swimming pool and spa dosing systems
CPPSPS4004	Install and repair swimming pool and spa cleaning and vacuuming systems
CPPSPS4005	Install, service and repair swimming pool and spa heating systems
CPPSPS4006	Install, service and repair low voltage swimming pool and spa lighting systems
CPPSPS4007	Inspect, service and repair aquatic facility plant and equipment
CPPSPS4008	Install, service and repair spas
CPPSPS4009	Estimate cost of swimming pool and spa products and services
CPPSPS4012	Design, install and service automated systems for swimming pools and spas
CPPSPS4013	Establish maintenance plans for swimming pools and spas
CPPSPS4014	Drain and acid wash swimming pools and spas
CPPSPS4016	Advise on swimming pool and spa products and services
CPPSPS4017	Detect leaks in swimming pools and spas

Training Package Quality Assurance

Equity Report Template

Section 1 – Cover page

Information required	Detail
Training Package title and code	CPP Property Services Training Package, Release 9.0
Number of new qualifications and their titles [1]	Nil
Number of revised qualifications and their titles	There is one revised qualification: • CPP41319 Certificate IV in Swimming Pool and Spa Service
Number of new units of competency and their titles	Nil
Number of revised units of competency and their titles	14 revised units of competency. – see Attachment 1.
Confirmation that the draft training package components meet the requirements in Section 2 *Equity checklist of draft training package components*	The draft swimming pool and spa components reviewed meet the requirements of the *Standards for Training Packages 2012* and the access and equity requirements of the *Training Package Products Policy.*
Is the Equity Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide the name.	Yes - Sue Hamilton is a member of the Quality Assurance Panel.
Date of completion of the report	18 June 2019

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[1] *When the number of training products is high the titles can be presented as an attached list.*

Training Package Quality Assurance

Section 2 – Equity checklist of draft training package components

Equity requirements	Equity reviewer comments Provide brief commentary on whether the draft endorsed components meet each of the equity requirements
The training package component(s) comply with Standard 2 of the *Standards for Training Packages 2012*. The standard requires compliance with the *Training Package Products Policy*, specifically with the access and equity requirements: • Training Package developers must meet their obligations under Commonwealth anti-discrimination legislation and associated standards and regulations. • Training Package developers must ensure that Training Packages are flexible and that they provide guidance and recommendations to enable reasonable adjustments in implementation.	The 14 revised units of competency and one qualification reviewed comply with Standard 2 of the *Standards for Training Packages* and the access and equity requirements of the *Training Package Products Policy*. The *CPP Companion Volume Implementation Guide, Release 9.* (CPP CVIG)* includes guidance to ensure that learners are not discriminated against, and guidance around reasonable adjustment to accommodate learners with disabilities or particular needs. Reference has been made to *Disability Standards for Education, 2005*.(p 187]

Section 3 - Training Package Quality Principles

Quality Principle 4
Be **flexible** to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces.

Key features
Do the units of competency meet the diversity of individual and employer needs and support equitable access and progression of learners?
What evidence demonstrates that the units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth so that they support implementation across a range of settings?
Are there other examples that demonstrate how the key features of flexibility are being achieved?

Equity requirements	Equity reviewer comments
1. What evidence demonstrates that the draft components provide flexible qualifications/units of competency that enable application in different contexts?'	Qualification The CPP41319 Certificate IV in Swimming Pool and Spa Service has undergone a major revision to update the qualification. This includes changed packaging arrangements – core decreased by 4 to 8 units and electives increased from 8 to 12 units with additional imported units in the elective bank. The comprehensive list of electives meets the broad needs of the sector and provides greater flexibility for operators in different contexts. The qualification includes some common CPP units, imported units from the business services; sport, fitness and

Equity requirements	Equity reviewer comments
	recreation; and four other training packages, and the ability to import additional electives from suitable training packages or accredited courses allowing mobility across sectors.
	Units of competency
	The assessment requirements of all the units submitted for review, specify that assessment must take place in a workplace or in a simulated workplace environment. This allows for assessment to occur in a range of different contexts.
2. Is there evidence of multiple entry and exit points?	An entry requirement is specified for CPP41319 Certificate IV in Swimming Pool and Spa Service. Candidates are required to hold the CPP31218 Certificate III in Swimming Pool and Spa Service or at least five years current industry experience and skills equivalent to the Certificate III. The rationale for the entry requirement, supported by industry, is included in the CfE (p10)
	The entry requirement aims to provide the industry confidence in training and promote occupational pathways by having a direct link with the lower-level qualification.
	The CPP CVIG makes reference this industry requirement.
	Pathway advice outlined in the CPP CVIG indicates options for movement into other CPP qualifications via recognition of common and imported units.
3. Have prerequisite units of competency been minimised where possible?	No unit submitted for review contains a prerequisite unit.
4. Are there other examples of evidence that demonstrate how the key features of the flexibility principle are being achieved?	The qualification includes a broad range of imported units, primarily BSB units, within the core and electives, and the packaging rules allow for an additional two units to be imported as elective units.
	The use of common CPP units also allows for mobility across different property services sectors.

Quality Principle 5

Facilitate **recognition** of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors.

Key features
Support learner transition between education sectors.

Training Package Quality Assurance

Equity requirements	Equity reviewer comments
1. What evidence demonstrates pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications?	The pathway into CPP41319 Certificate IV in Swimming Pool and Spa Service is via completion of the CPP31218 qualification or five years industry experience comparable with this qualification. Pathways from schools and to higher education are not applicable to this qualification. There are no credit arrangements for pathways to higher education. This is stated in separate credit arrangement documents for the qualification.

Quality Principle 6

Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements.

Key features
Support implementation across a range of settings and support sound assessment practices.

Equity requirements	Equity reviewer comments
1. Does the Companion Volume Implementation Guide include advice about: • Pathways • Access and equity • Foundation skills? (see Training Package Standard 11)	The *CPP CVIG, Release 9.0*, includes adequate information about access and equity issues. Guidance to ensure that learners are not discriminated against, and guidance about reasonable adjustment to accommodate learners with disabilities or particular needs is provided in the CPP CVIG. Basic information on training pathways specific to CPP41319 is also provided. The CPP CVIG also outlines information about Foundation Skills and the main framework adopted, namely: the Australian Core Skills Framework (ACSF).
2. Are the foundation skills explicit and recognisable within the training package and do they reflect and not exceed the foundation skills required in the workplace?	Many of the Foundation Skills are explicit in the performance criteria. Those that are not, are clearly stated in the Foundation Skills field of relevant CPP units of competency. They do not exceed the foundation skills required in the workplace.

Training Package Quality Assurance

Attachment 1: CPP training package components

Qualifications

CPP qualifications
• CPP41319 Certificate IV in Swimming Pool and Spa Service

Units of competency

CPP Units of Competency
Revised units
• CPPSPS4001 Assess and treat water problems in swimming pools and spas • CPPSPS4002 Install and repair swimming pool and spa circulation and filtration systems • CPPSPS4003 Install and repair swimming pool and spa dosing systems • CPPSPS4004 Install and repair swimming pool and spa cleaning and vacuuming systems • CPPSPS4005 Install, service and repair swimming pool and spa heating systems • CPPSPS4006 Install, service and repair swimming pool and spa low voltage lighting systems • CPPSPS4007 Inspect, service and repair aquatic facility plant and equipment • CPPSPS4008 Install, service and repair spas • CPPSPS4009 Estimate cost of swimming pool and spa products and services • CPPSPS4012 Design, install and service automated systems for swimming pools and spas • CPPSPS4013 Establish maintenance plans for swimming pools and spas • CPPSPS4014 Drain and acid wash swimming pools and spas • CPPSPS4016 Advise on swimming pool and spa products and services • CPPSPS4017 Detect leaks in swimming pools and spas