



**Australian Government**

# **LGAMEM003 Contribute to high level strategic decision making**

**Release: 1**

## LGAMEM003 Contribute to high level strategic decision making

### Modification History

Not applicable.

### Application

This unit describes the performance outcomes, skills and knowledge required to contribute to high level strategic decision making as an elected member in local government.

This unit applies to individuals who have been elected to office in local government including councillors and mayors.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

### Competency Field

Not applicable.

### Unit Sector

Not applicable.

### Elements and Performance Criteria

#### ELEMENTS

*Elements describe the essential outcomes*

1. Prepare for high level strategic decision making.
2. Participate in high level strategic decisions.

#### PERFORMANCE CRITERIA

*Performance criteria describe the performance needed to demonstrate achievement of the element.*

- 1.1. Collaborate with other elected members to identify strategic organisational and community issues.
- 1.2. Prioritise organisational and community issues requiring high level strategic decision making within financial and resource limitations.
- 1.3. Source, interpret, discuss, analyse and report on information that informs high level strategic decisions.
- 1.4. Interpret legislation to identify and comply with mandatory requirements for community consultation.
- 2.1. Propose, evaluate and discuss alternative solutions.
- 2.2. Analyse the political, social and economic environment and take into account emerging trends and current and

- possible future goals of the organisation.
- 2.3. Review proposed high level strategic decisions to determine implications for implementation.
- 2.4. Support high level strategic decisions that represent and promote community interests.
- 2.5. Collaborate with other elected members to make informed high level strategic decisions.
- 2.6. Interpret, review and participate in endorsement of council plans.
- 3. Review high level strategic decisions.
  - 3.1. Monitor, discuss, analyse and report on implementation and outcomes of high level strategic decisions.
  - 3.2. Collaborate with other elected members to instigate reviews where high level strategic decision outcomes are not met.
  - 3.3. Identify own contribution to high level strategic decision making to identify and act on opportunities for improvement.

## Foundation Skills

*Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.*

<b>SKILLS</b>	<b>DESCRIPTION</b>
Reading skills to:	<ul style="list-style-type: none"> <li>• interpret organisational documents relevant to elected member decision making.</li> </ul>
Oral communications skills to:	<ul style="list-style-type: none"> <li>• negotiate with and influence others</li> <li>• resolve conflict</li> <li>• respect and represent diversity.</li> </ul>
Numeracy skills to:	<ul style="list-style-type: none"> <li>• read, interpret and discuss financial information including financial models and forecasts</li> <li>• read, interpret and discuss statistical information.</li> </ul>
Problem-solving skills to:	<ul style="list-style-type: none"> <li>• solve problems in collaboration with others.</li> </ul>
Teamwork skills to:	<ul style="list-style-type: none"> <li>• work with other elected members and council staff to contribute to decision making.</li> </ul>
Technology skills to:	<ul style="list-style-type: none"> <li>• access organisational documents relevant to elective member decision making from electronic sources.</li> </ul>

## **Unit Mapping Information**

No equivalent unit.

## **Links**

Companion Volume Implementation Guide are available in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0388d502-0fc3-49d9-a06e-c95893d7>