



Australian Government

PSPLND008 Monitor reserves management

Release: 1

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Modification History

Release	Comments
1	<p>This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to PSPLAND406A Monitor reserves management.</p> <ul style="list-style-type: none"> • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to monitor the management of public reserves. It includes reviewing planning documents, carrying out reserve inspections, attending meetings, and preparing reports and submissions that involve reserve management.

This unit applies to those working in management of public reserves.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit working independently, while performing complex tasks under a range of familiar contexts.

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

Competency Field

Public land administration

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

outcomes	further information is detailed in the range of conditions section.
1. Review planning documents for public reserves	1.1 Establish the purpose of the planning document. 1.2 Review and assess the planning document. 1.3 Prepare and direct documentation associated with the review.
2. Inspect reserves	2.1 Confirm the reason to undertake the inspection. 2.2 Undertake inspection activities. 2.3 Identify and note issues that require action. 2.4 Document the outcome of the inspection and actions to be implemented.
3. Attend meetings	3.1 Prepare information and resources required for the meeting. 3.2 Communicate the issues. 3.3 Confine the matters dealt with to the listed agenda. 3.4 Negotiate the desired outcomes. 3.5 Implement any required actions.
4. Prepare submissions	4.1 Establish the purpose of the submission. 4.2 Gather and present information. 4.3 Direct the submission to the appropriate personnel for approval.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPLAND406A Monitor reserves management.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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