



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PSPLAND501A Review planning documents and environmental assessments**

**Revision Number: 3**

## PSPLAND501A Review planning documents and environmental assessments

### Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

### Unit Descriptor

This unit covers the competency to conduct environmental reviews of planning documents and environmental assessments involving public land and to consult with other authorities/parties.

In practice, reviewing planning documents and environmental assessments may overlap with other generalist or specialist public sector work activities such as working ethically, complying with legislation, coordinating and using resources, engaging the community, managing projects.

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

### Application of the Unit

Not applicable.

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

Not applicable.

## Employability Skills Information

This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in *bold italics* is explained in the Range Statement following.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. <b>Review planning documents/ environmental assessments</b>	<p>1.1 The purpose of the <i>planning document</i>/environmental assessment involving public land is established.</p> <p>1.2 An assessment is made to identify the impact of the likely effects of the proposal as submitted on public land.</p> <p>1.3 A check is made to ensure that any proposal is in accordance with legislative requirements and policies relating to public land.</p> <p>1.4 <i>Statutory</i> and organisational procedures are followed for the <i>review and assessment</i> of the planning document/environmental assessment.</p> <p>1.5 Documentation associated with the review is prepared and directed, following organisational <i>best practice requirements</i>.</p> <p>1.6 Responses are made within the specified timeframe where applicable.</p>
2. <b>Consult with other authorities/parties</b>	<p>2.1 The authorities/<i>parties</i> that need to be consulted are established.</p> <p>2.2 The information submitted is directed to all authorities/parties promptly.</p> <p>2.3 Consultations are conducted in accordance with organisational policy and procedures.</p> <p>2.4 A coordinated response is prepared using the information supplied following <i>organisational procedures</i>.</p>

## Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

### Skill requirements

Look for evidence that confirms skills in:

- assessing impacts of development on public land
- interpreting policy and strategies
- interpreting planning documents
- interpreting engineering and construction plans
- interpreting aerial photographs
- interpreting electronic mapping (GIS)
- communicating with a diverse range of stakeholders to enable a coordinated response
- responding to diversity, including gender and disability
- preparing a response involving negotiation of an agreed position
- applying public sector legislation including occupational health and safety and environment in the context of conducting environmental reviews of planning documents and environmental assessments

### Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- legislation, regulations, policies and practices relating to public land administration and land use planning approvals
- legal implications of a development on public land
- risk management
- departmental delegations
- public sector legislation including occupational health and safety and environment in the context of conducting environmental reviews of planning documents and environmental assessments

## Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

### Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
  - PSPETHC501B Promote the values and ethos of public service
  - PSPGOV503B Coordinate resource allocation and usage
  - PSPGOV507A Undertake negotiations
  - PSPCOM502A Develop and implement community engagement strategies
  - PSPLAND502A Develop and market public land
  - PSPLEGN501B Promote compliance with legislation in the public sector
  - PSPPM502B Manage complex projects

### Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- the review of planning documents and environmental assessments in a range of (3 or more) contexts (or occasions, over time)

### Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to the review of planning documents and environmental assessments
- case studies and workplace scenarios to capture the range of situations likely to be encountered when reviewing planning documents and environmental assessments

### Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles

normal work practice and replicates the range of conditions likely to be encountered when reviewing planning documents and environmental assessments, including coping with difficulties, irregularities and breakdowns in routine

- the review of planning documents and environmental assessments in a range of (3 or more) contexts (or occasions, over time)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- portfolios
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

**For consistency of assessment**

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

## Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

***Planning documents*** may include:

- development applications
- development control plans
- environmental protection authority referrals
- environmental impact statements
- statement of environmental effects
- regional environmental plan
- local environmental study
- review of environmental factors
- planning permit applications
- planning scheme amendments
- land management plans
- waterways
- local environmental plan
- plans of management
- State/Territory/Commonwealth environmental planning policy

***Statutory procedures*** may include:

- Acts and regulations relevant to environmental planning and assessment
- Acts and regulations relevant to the Local Government

***Environmental or assessment review*** may include:

- impact on natural environment and built environment
- legal impact
- the economic impact
- public reaction
- method of operation
- remedial works
- social effects

***Best practice requirements*** may include:

- quality client service
- quality system documentation

***Parties that may need to be referenced for assessments*** may include:

- other government agencies
- Local Government
- internal clients

***Organisational procedures*** may include:

- the public
- office practice guidelines
- workplace notices
- computer training manuals
- executive directives
- manual or electronic applications

## **Unit Sector(s)**

Not applicable.

## **Competency field**

Public Land Administration.