Australian Government

Department of Education, Employment and Workplace Relations

PSPLAND506A Identify and manage contaminated sites

Release 3

INDUSTRY SKILLS COUNCILS
Creating Australia's Future

PSPLAND506A Identify and manage contaminated sites

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 identification of Crown/State land that is potentially contaminated and management of the sites. It includes identifying, reporting on and managing contaminated sites.

In practice, identifying and managing contaminated sites may overlap with other generalist or specialist public sector work activities such as working ethically, complying with legislation, coordinating and using resources.

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. **Identify contaminated sites**	1.1 Information is sourced from ***historical records*** to establish historical land tenure and use.
	1.2 Evidence from historical tenure search is analysed to ensure it is correct and organisational policies have been considered.
	1.3 Agreed procedures are applied to eliminate sites that are unlikely to be a concern and provide an audit lead for how the decision was made.
	1.4 Identification of sites is conducted and presented in accordance with documented procedures and ***organisational standards***.
	1.5 Records in relation to contaminated sites are updated in accordance with organisational policy and procedures.
2. **Report on contaminated sites**	2.1 A report on findings is prepared in accordance with ***organisational procedures***.
	2.2 Information is included in the report that is clearly expressed and technically correct.
	2.3 Report is directed to the appropriate officer for decision in accordance with organisational policy and procedures.
	2.4 ***Information systems*** are updated in accordance with organisational standards.
3. **Manage contaminated sites**	3.1 ***Legislation*** and associated procedures relating to the management of contaminated sites are accessed and requirements are confirmed.
	3.2 Agreements are negotiated with external parties for ***remediation*** or management of contaminated land.
	3.3 Contracting of consultants is arranged to supervise and report on management of contaminated sites as agreed.
	3.4 Dispositions of contaminated land are considered and the most cost-effective solution is determined and implemented.
	3.5 ***Notifications*** are registered against titles to contaminated land in accordance with legislation, policy and procedures.
	3.6 Liability is limited to the greatest extent possible in accordance with organisational procedures.

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:

- interpreting legislation, regulations, policies and practices relating to public land management in general and contaminated sites in particular
- undertaking historical tenure searches
- undertaking historical land usage searches
- generating documentation to organisational standards
- filing and retrieving records
- retrieving spatial and textual information from electronic information systems
- obtaining copies of land titles where applicable
- undertaking research, analysis and interpretation
- coordinating and managing contractors/consultants
- obtaining quotes for remediation work
- writing reports requiring formality of structure and language
- responding to diversity, including gender and disability
- applying public sector legislation including occupational health and safety and environment in the context of public land management

Knowledge requirements
Look for evidence that confirms knowledge and understanding of:

- legislation, policies and procedures relating to public land administration, land management and development
- legislation, policies and associated protocols relating to contaminated sites
- historical land records relating to land tenure and use
- different types of records that need to be updated and in what circumstances
- the organisation's quality management, document processing and associated systems
- key stakeholders in relation to contaminated sites
- public sector legislation including occupational health and safety and environment in the context of contaminated site management

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
	• PSPGOV504B Undertake research and analysis
	• PSPGOV507A Undertake negotiations
	• PSPGOV509A Conduct evaluations
	• PSPGOV517A Coordinate risk management
	• PSPLEGN501B Promote compliance with legislation in the public sector
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)
	• identification and management of contaminated sites 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 identification and management of contaminated sites
	• case studies and workplace scenarios to capture the range of situations likely to be encountered when identifying and managing contaminated sites
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 identifying and managing contaminated sites, including coping with difficulties,

irregularities and breakdowns in routine
- identification and management of contaminated sites 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.

Historical records may include:	• cancelled public plans • Crown allotments • Crown surveys • correspondence files • deeds registers • certified plans • gazette notices • Crown leases • original plans • resumption plans • reserve plans, etc
Organisational standards may be:	• industry standards, such as land titles office standards
Organisational procedures may be:	• regulatory requirements • industry practices • manual or electronic applications
Organisational procedures may be specified in:	• office practice guidelines • workplace notices • computer training manuals
Information systems may include:	• departmental systems • databases • files • archives
Legislation may include:	• contaminated sites Acts and associated protocols • legislation related to public land administration • public sector legislation such as equal employment opportunity, anti-discrimination, diversity, occupational health and safety • privacy legislation and freedom of information • public sector standards • jurisdictional and organisational code/s of practice and code/s of ethics

	• organisational standards
	• industry standards
Remediation may be undertaken by:	• private contractors
	• government organisations such as LandCorp WA
Notifications may include:	• memorials
	• dealings

Unit Sector(s)

Not applicable.

Competency field

Public Land Administration.