Australian Government

Department of Education, Employment and Workplace Relations

# SISXRES506A Undertake open-space planning

**Release: 1**

INDUSTRY
SKILLS
COUNCILS
Creating Australia's Future

## SISXRES506A Undertake open-space planning

## Modification History

Not Applicable

## Unit Descriptor

| Unit descriptor | This unit describes the performance outcomes, skills and knowledge required to undertake research to determine supply and demand for open spaces in order to develop and implement an action plan for open-space planning for sport and recreation programs and activities. |
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| | No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement. |

## Application of the Unit

| Application of the unit | This unit applies to those who work as operations managers or program managers who are responsible for planning, implementing and evaluating outdoor recreation programs and activities across a range of activity areas. Work would be undertaken autonomously with responsibility for management of resources. |
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## Licensing/Regulatory Information

Refer to Unit Descriptor

## Pre-Requisites

| Prerequisite units | |  |
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# Employability Skills Information

| Employability skills | This unit contains employability skills. |
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# Elements and Performance Criteria Pre-Content

| Elements describe the essential outcomes of a unit of competency. | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide. |
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# Elements and Performance Criteria

| ELEMENT | PERFORMANCE CRITERIA |
|---|---|
| 1. Conduct research into open-space planning. | 1.1. Conduct a **feasibility study** to determine requirements for **open-space** planning.<br><br>1.2. Establish goals and expected outcomes for open-space planning in consultation with appropriate personnel.<br><br>1.3. Identify financial and human resource requirements for open-space planning.<br><br>1.4. Gather **information** from **sources** and **stakeholders** according to **relevant legislation** and **organisational policies and procedures**.<br><br>1.5. Analyse and document information gathered according to relevant legislation and organisational policies and procedures. |
| 2. Assess supply of open space. | 2.1. Identify existing open space and develop a classification system to assess the supply of open space.<br><br>2.2. Establish **criteria** for evaluating the open space according to organisational policies and procedures.<br><br>2.3. Assess and document requirements for upgrading and improving current open space. |
| 3. Assess demand for open space. | 3.1. Develop a **demographic profile** of the open space and identify geographical and location issues.<br><br>3.2. Determine usage patterns and identify target groups in consultation with user groups.<br><br>3.3. Determine satisfaction levels of stakeholders and the community in relation to open-space areas.<br><br>3.4. Analyse information gathered and identify demand. |
| 4. Develop and evaluate options. | 4.1. Assess the adequacy of the supply of open space against perceived and latent demand.<br><br>4.2. Identify shortfalls and surplus in open space in consultation with stakeholders.<br><br>4.3. Develop alternative options where required according to organisational policies and procedures. |
| 5. Develop a work plan. | 5.1. Select preferred options according to organisational policies and procedures.<br><br>5.2. Develop and document a **work plan** for open-space planning in consultation with stakeholders and according to relevant legislation.<br><br>5.3. Develop and document **schedule of works**. |

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| ELEMENT | PERFORMANCE CRITERIA |
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|  | 5.4. Obtain necessary approval from appropriate personnel according to organisational policies and procedures. |
|  | 5.5. Establish *evaluation procedures* for open-space planning according to organisational policies and procedures. |
| 6. Implement work plan. | 6.1. Monitor effectiveness of plan and evaluate relevance to current situation. |
|  | 6.2. Seek feedback from stakeholders and the community. |
|  | 6.3. Make recommendations to appropriate personnel to improve the effectiveness of the plan according to organisational policies and procedures. |

# Required Skills and Knowledge

**REQUIRED SKILLS AND KNOWLEDGE**

This section describes the skills and knowledge required for this unit.

**Required skills**

- communication skills to:
    - consult and liaise with stakeholders to gather information about usage patterns and demand for open space
    - seek approval for work plans from appropriate personnel
- literacy skills to:
    - research and gather information about the requirements, supply and demand for open planning
    - develop and document work plans
- numeracy skills to analyse financial requirements for open-space planning
- planning and organising skills to:
    - establish criteria to evaluate open spaces
    - prioritise work and set timeframes to develop a schedule of works
    - implement and monitor the effectiveness of the plan
- problem-solving skills to:
    - develop and select options for open-space planning
- evaluate effectiveness of implemented work plan and suggest improvements.

**Required knowledge**

**REQUIRED SKILLS AND KNOWLEDGE**

- legislation to enable the collection and use of information from stakeholders and the development of a work plan to effectively manage open spaces
- organisational policies and procedures to:
    - collect information responsibly
    - consult stakeholders
    - evaluate options for open-space planning to enable effective open-space management of competing demands
    - methodology to conduct feasibility studies to enable effective open-space planning
- research and data-collection techniques to enable the responsible collection and use of data
- goals and objectives of open-space planning in relation to outdoor recreation programs and activities
- open-space management techniques to enable the management and prioritisation of competing demands
- sources of information and resources to establish supply of and demand for open space.

# Evidence Guide

| EVIDENCE GUIDE | |
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| The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package. | |
| **Overview of assessment** | |
| **Critical aspects for assessment and evidence required to demonstrate competency in this unit** | Evidence of the following is essential: <br><br> • conducts a feasibility study in consultation with stakeholders to determine requirements and resources for open-space planning <br><br> • conducts research, planning and consultation to determine open-space supply and demand relevant to sport and recreation activities in own work environment, and analyses and evaluates information collected to develop a work plan <br><br> • prioritises competing demands for open space to develop, implement and monitor a work schedule and seeks feedback from users and stakeholders on the effectiveness of the work plan <br><br> • applies effective contingency-management techniques to deal with a range of problems and issues that may arise in relation to competing demands for open space. |
| **Context of and specific resources for assessment** | Assessment must ensure development and implementation of a work plan for open-space planning which reflects local requirements and is of sufficient breadth to demonstrate competency and consistency of performance. <br><br> Assessment must also ensure access to: <br><br> • a regional open space <br> • resources and information on the location <br> • target groups with open-space demands <br> • appropriate persons to gain approvals <br> • resources to undertake the open-space planning <br> • organisational documentation relevant to open-space planning. |
| **Method of assessment** | A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: <br><br> • observation of interacting with a range of target |

| EVIDENCE GUIDE | |
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| | groups to establish open-space needs<br>• oral and or written questioning to assess knowledge of research and data-collection techniques to conduct a feasibility study<br>• portfolio containing evidence of work plans for open-space planning, feasibility study and research and demographic profiles for open spaces<br>• third-party reports from a supervisor detailing appropriate work performed by the candidate.<br><br>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:<br><br>• SISXRES505A Achieve sustainable land management. |
| **Guidance information for assessment** | |

# Range Statement

| RANGE STATEMENT | |
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| The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included. | |
| *Feasibility study* may include: | • current and previous expenditure patterns<br>• user satisfaction levels<br>• usage patterns. |
| *Open space* may include: | • facilities<br>• car parks<br>• natural elements<br>• greenfields area. |
| *Information* may include: | • planning studies<br>• political environment of organisations<br>• issues papers<br>• demographic profiles. |

**RANGE STATEMENT**

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| ***Sources* may include:** | • grants<br>• schools<br>• service sporting clubs and associations<br>• corporate sponsors<br>• bequests<br>• developer and organisation joint ventures<br>• community groups. |
| ***Stakeholders* may include:** | • government bodies<br>• community groups<br>• participants. |
| ***Relevant legislation* may include:** | • occupational health and safety<br>• environmental protection<br>• privacy<br>• anti-discrimination<br>• local laws and by-laws. |
| ***Organisational policies and procedures* may include:** | • ***occupational health and safety***<br>• collection and use of information<br>• evaluation criteria<br>• aims and objectives of open-space planning. |
| ***Criteria* may include:** | • access<br>• geographical factors<br>• environmental factors<br>• location<br>• quality and characteristics of open space<br>• usage. |
| ***Demographic profile* may include:** | • transport routes<br>• distance between areas<br>• topography<br>• proximity to amenities<br>• ecology. |
| ***Work plans* may include:** | • objectives<br>• tasks<br>• timeframes<br>• budget<br>• consultation plan. |
| ***Schedule of works* may include:** | • priorities<br>• costs<br>• timeframes. |
| ***Evaluation procedures* may** | • community consultation |

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| RANGE STATEMENT | |
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| include: | • surveys<br>• public meetings<br>• market research. |

# Unit Sector(s)

| Unit sector | Cross-Sector |
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# Co-requisite units

| Co-requisite units | | |
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# Competency field

| Competency field | |
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