



Australian Government

Assessment Requirements for SITEEVT033

Develop event transport plans

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- analyse key event information to identify, assess and determine transport needs for two different events with multiple operational components
- develop a transport strategy for one of the above events, including analysis of:
 - event constraints and issues:
 - event objectives
 - budget
 - human resources
 - other production requirements
 - competing events
 - transport issues and risks:
 - access to venue or site
 - availability of services
 - available communication networks
 - delays
 - distance between event venues and facilities
 - sustainability and environmental considerations
 - security, access restrictions, accreditation requirements and threats
 - signage
- develop a transport operational plan for one of the above events which:
 - maximises efficient use, cost, effectiveness and profitability relating to transport
 - documents specific details for each of the following transport procedures:
 - provision for those with disabilities
 - communication between transportation bodies
 - emergency services presence and access
 - human resource requirements: drivers, guides marshals and site supervisors
 - parking
 - pick-up and drop-off locations
 - security
 - timetabling

- training requirements
- vehicle refuelling
- contingency plans for breakdowns, delays, illness and weather
- evaluate the above transport strategy and plan against the following evaluation criteria:
 - attendance targets
 - environmental targets
 - financial targets
 - service targets
 - time targets for the movement of people, resources and equipment.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- types of events that require the development of dedicated transport strategies
- information to develop event transport plans:
 - authorities including emergency services, land management and protection agencies
 - dates, times and duration of event
 - general nature of event
 - level of government involvement including local and state
 - location
 - numbers attending
 - scope of physical production elements
- sources of specialist assistance for complex transport planning
- transport options and alternatives for consideration in the planning process:
 - private:
 - airlines
 - coach
 - taxis
 - hire cars, minibuses and limousines
 - charter services
 - disabled transport
 - public:
 - trains
 - buses
 - ferries
 - light rail and trams
- legislation, regulations and industry codes that affect transport planning
- transport strategy resource requirements:
 - financial

- human
- physical
- issues and risks associated with event transport
- transport procedures for the events specified in the performance evidence
- evaluation and performance measurement systems for events:
 - formats and systems
 - qualitative and quantitative evaluation criteria and ways to evaluate having achieved them.

Assessment Conditions

Skills must be demonstrated in:

- a live event; or
- a simulated industry event set up for the purpose of assessment.

Assessment must ensure access to:

- event budgets
- comprehensive event plans
- formal communications plans
- current industry documentation and publications relating to transport options
- geographic information for venues, sites and local area
- operational information:
 - contingency procedures
 - emergency information and procedures
 - event rosters, running sheets and schedules
- route maps between venues and sites
- event stakeholders with whom the individual consults. These can be:
 - those in an industry workplace who are assisted by the individual during the assessment process; or
 - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment operated within a training organisation.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors and have worked in industry for at least three years where they have applied the skills and knowledge of this unit of competency.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>