



Australian Government

Department of Education, Employment and Workplace Relations

SRXRES007B Undertake open space planning

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit has been developed for the Community Recreation, Fitness, Outdoor Recreation and Sport Industry Training Packages.

This unit covers the knowledge and skills to undertake research to determine supply and demand for open space in order to develop an action plan.

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Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

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Element	Performance Criteria
1 Determine methodology for open space planning	<p>1.1 Perform a feasibility study to determine if open space planning is required</p> <p>1.2 Establish goals, objectives, outcomes and evaluation procedures</p> <p>1.3 Take the financial and human resource requirements and constraints into account in determining the appropriate techniques</p> <p>1.4 Consider alternative research and data collection techniques</p> <p>1.5 Select technique consistent with achieving stated objectives</p> <p>1.6 Determine a work plan and gain necessary approval</p>
2 Conduct research	<p>2.1 Gather relevant information from within organisation, from community consultation, legislative context, relevant government agencies and other bodies</p> <p>2.2 Analyse and document information gathered</p> <p>2.3 Review methodology in light of the research and amended as required</p>
3 Assess supply of open space	<p>3.1 Identification of existing open space and develop classification system</p> <p>3.2 Establish criteria for evaluating the supply of open space and use to evaluate adequacy of supply</p> <p>3.3 Assess requirements for upgrading and/or improving current open space and document, taking into account geographical, environmental and location factors</p>
4 Assess demand for open space	<p>4.1 Develop demographic profile of the area and identify geographical and locational issues</p> <p>4.2 Determine usage patterns and identify target groups</p>

- in consultation with user groups
- 4.3 Determine **satisfaction levels** of community and **stakeholders** in relation to **open space** areas
 - 4.4 Analyse **information** gathered and identify demand
- 5 **Assess current expenditure**
 - 5.1 Identify current and previous expenditure patterns and assess for effectiveness and appropriateness
 - 5.2 Identify resources available from other **sources**
 - 6 **Develop and evaluate options**
 - 6.1 Establish criteria for analysing the data gathered
 - 6.2 Assess the adequacy of the supply of **open space** in relation to perceived and latent demand, and identify shortfalls and surplus in consultation with **stakeholders**
 - 6.3 Develop alternative options and evaluate on the basis of established criteria
 - 6.4 Determine preferred options
 - 7 **Develop policy and action plan**
 - 7.1 Establish objectives for **open space** action plan in consultation with **stakeholders**
 - 7.2 Develop policies
 - 7.3 Develop action plans
 - 7.4 Develop schedule of works including priorities, costs and timeframes
 - 7.5 Suggest recommendations to organisation
 - 7.6 Monitor plan by **stakeholders** and the community and effectiveness and evaluate relevance to current situation

Required Skills and Knowledge

Not applicable.

Evidence Guide

Evidence Guide

The Evidence Guide identifies the critical aspects, knowledge and skills to be demonstrated to confirm competence for this unit. This is an integral part of the assessment of competence and should be read in conjunction with the Range Statements

Critical aspects of evidence to be considered

Assessment must confirm sufficient knowledge of research and planning techniques to determine open space supply and demand relevant to a sport or recreation industry sector (sport, outdoor recreation, community recreation or fitness) and to develop an action plan

Assessment of performance should be over a period of time covering all categories for determining the supply and demand for open space from the Range Statements that are applicable in the learner's environment

Assessment must confirm the ability to apply this knowledge and appropriate techniques to conduct a feasibility study to determine requirement for open space planning

conduct research to assess supply of and demand for open space

correctly analyse data against valid criteria

develop a policy and action plan suitable for implementation

establish procedures to monitor effectiveness of plan

Interdependent assessment of units

This unit must be assessed after attainment of competency in the following unit(s)

Nil

This unit must be assessed in conjunction with the following unit(s)

Nil

For the purpose of integrated assessment, this unit may be assessed in conjunction with

the following unit(s)

Nil

Required knowledge and skills

Required knowledge

Organisation policy and procedures

Methodology to conduct feasibility studies

Organisation goals and objectives

Organisation strategic plan

Open space management policy and procedures

Sources of information and resources

Required skills

Research skills to conduct studies, gather information

Mathematical skills to statistically evaluate data

Planning and analytical skills to set criteria

Time management to prioritise work and set time frames

Communication and consultation skills to liaise with stakeholders

Resource implications

Physical resources - assessment of this unit of competency requires access to

a regional open space

associated resources and information on the location

Human resources - Assessment of this unit of competency will require human resources consistent with those outlined in the Assessment Guidelines. That is, assessors (or persons within the assessment team) must

be competent in this unit but preferably be competent in the unit at the level above

be current in their knowledge and understanding of the industry through

provision of evidence of professional activity in the relevant area

have attained the mandatory competency requirements for assessors under the Australian Quality Training Framework (AQTF) as specified in Standard 7.3 of the **Standards for Registered Training Organisations**

Consistency in performance

Due to issues such as variations in contextual issues, this unit of competency must be assessed over a period of time in order to ensure consistency of performance over the Range Statements and contexts applicable to the learner's work environment

Context for assessment

This unit of competency must be assessed in the context of a real open space supply and demand study for a sport or recreation industry sector. The environment should be safe with the hazards, circumstances and equipment likely to be encountered in a real workplace

Assessment of this unit of competency will usually include observation of processes and procedures, oral and/or written questioning on required knowledge and skills and consideration of required attitudes

Where performance is not directly observed and/or is required to be demonstrated over a "period of time" and/or in a "number of locations", any evidence should be authenticated by colleagues, supervisors, clients or other appropriate persons

**KEY
COMPETENCIES**

Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technological
3	2	1	2	2	2	1

These levels do not relate to the Australian Qualifications Framework. They relate to the seven areas of generic competency that underpin effective workplace practices.

The three levels of performance (1, 2 and 3) denote the level of competency required to perform the task:

Use routine approaches

Select from routine approaches

Establish new approaches

Collecting, analysing and organising information - Using qualitative and quantitative research

techniques
to collect
and analyse
a broad
range of
economic
and social
issues in
relation to
open space

Communicating ideas and information -

Communicating and liaising with stakeholders to collect information and share information

Planning and organising activities -

Planning and conducting research activities

Working with teams and others

- Collaboratively working with others to develop an action plan

Using mathematical

**cal ideas
and
techniques**

- Using relevant statistical techniques in research activities

Solving problems -
Identifying constraints and/or barriers to assessing an open space and providing contingency plans

Using technology
- Using relevant computer software for research

Please refer to the Assessment Guidelines for advice on how to use the Key Competencies.

Range Statement

Range Statements

The Range Statements provide advice to interpret the scope and context of this unit of competence, allowing for differences between enterprises and workplaces. The Range Statements relate to the unit as a whole and helps facilitate holistic assessment. In addition, the following variables may be present for this particular unit of competency

RANGE STATEMENT	CATEGORIES
Criteria for evaluating the supply of open space	[all categories] access distribution suitability quality and characteristics usage current potential
Evaluation procedures	[all categories] procedures may include community consultation interdepartmental meetings
Identification of existing open space	[all categories] inventory property register
Information	[all categories] supply demand current expenditure
Legislative context	[all categories] State/Territory statutory requirements local laws, by - laws, ordinances and policy
Locational issues	[all categories] factors that impact on location may include

	transport routes
	distance between areas
	topography
	isolated
	communities, eg, freeways
	ecology
Open space	[all categories]
	types of open space, including
	open and closed space
	facilities
	car parks
	natural elements, eg, water courses
	greenfields area
	established area
Relevant information	[all categories]
	sources of information, including
	organisation policies
	files
	planning studies
	political environment of organisations
	external bodies, eg, sporting bodies
	literature review
	legislative requirements
	other organisations
	documented summary/synopsis issues papers
	demographic profiles
Satisfaction levels	[all categories]
	strategies to assess satisfaction levels, including
	surveys
	search conferences
	public meetings
	market research

Sources

[all categories]

relevant sources depending on sport or recreation sector, including

grants

schools

service sporting clubs/associations

corporate sponsors

Section 94 contributions

bequests

community

developer/organisation joint ventures

community groups - churches

Stakeholders

[all categories]

identification of relevant stakeholders, including

government bodies

community groups

participants

other user groups

Work plan

[all categories]

objectives

tasks

timeframes

budget

consultation plan

Unit Sector(s)

Not applicable.