



Australian Government

AHCPER512 Plan community governance and decision-making processes

Release: 2

AHCPER512 Plan community governance and decision-making processes

Modification History

Release	Comments
Release 2	This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 2.0.
Release 1	This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to plan community governance and decision-making processes. It requires the ability to assess future needs and, for existing groups, current community governance and decision-making processes. It requires the ability to develop options for community governance and decision-making frameworks and processes and report on preferred options for implementation. Planning community governance and decision-making processes requires knowledge of strategic planning, legal frameworks, advanced negotiation techniques, organisational change and development, group and individual goal setting techniques, risk management processes and techniques, action planning methods and information technology.

All work is carried out to comply with workplace procedures.

This unit applies to individuals who analyse information and exercise judgement to complete a range of advanced skilled activities and demonstrate broad knowledge in an area of work with depth in areas of specialisation. They undertake functions with initiative and judgement and take personal responsibility and exercise autonomy in undertaking complex work. They have accountability for the work of others (teams) within broad parameters, analyse and synthesise information as well as analyse, design and communicate solutions to a range of complex problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Permaculture (PER)

Elements and Performance Criteria

Element	Performance criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Assess current community governance and decision-making processes	1.1 Identify responsibilities and duties of individuals and community groups 1.2 Investigate and define proposed or existing community governance and decision-making processes 1.3 Collate information on proposed or existing governance issues and arrangements
2. Develop options for community governance and decision-making processes	2.1 Identify opportunities and constraints for development of community governance and decision-making process options 2.2 Consult with community on options for community governance and decision-making processes 2.3 Evaluate options in consultation with community through detailing advantages and disadvantages for each
3. Report on preferred options for implementation	3.1 Select preferred options for implementation based on comparative advantages 3.2 Base options for community governance and decision-making processes on sufficient, valid and reliable information and analysis 3.3 Ensure options for community governance and decision-making processes are consistent with legal frameworks and community and group values, policies, needs, guidelines and procedures 3.4 Implement options for community governance and decision-making processes, and provide for decisions to be made in and actioned in the appropriate timeframe

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCPER512 Plan community governance and decision-making processes Release 2	AHCPER512 Plan community governance and decision-making processes Release 1	Minor typographical error corrected	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCPER512 Plan community governance and decision-making processes

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Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- assess current community governance and decision-making processes
- assess community needs and plan around these needs
- demonstrate high level communication skills
- develop options for community governance and decision-making processes
- report on preferred options for implementation.

Knowledge Evidence

The candidate must demonstrate knowledge of:

- permaculture principles and practices
- community governance and decision-making processes, such as:
 - governance of community resources, enterprises and activities
 - meeting facilitation, negotiation and mediation
 - conflict resolution procedures
 - decision-making methodologies
 - consensus processes
 - qualified decision-making processes
 - protocols
 - codes of conduct
 - recording and sorting decisions, such as *Many Baskets process* (Robin Clayfield)
- strategic planning

- community needs analysis techniques, such as:
 - SWOT analysis
 - 6 thinking hats (de Bono)
 - PMI (de Bono)
 - T.O.A.S.T. processes (Robin Clayfield)
 - L.O.V.E. processes (Robin Clayfield)
- opportunities and constraints for community development, such as:
 - seeing solutions rather than problems
 - viewing the negative in a positive light
 - modifications or extensions of existing systems to solve inherent problems
 - applying old or simple technology to new or complex problems
 - behaviour change, including organisational change and transformation
 - willingness or unwillingness to participate
 - legal framework requirements
 - vested interests and hidden agendas
- advanced negotiation techniques
- organisational change and development
- group and individual goal setting techniques
- risk management processes and techniques
- action planning methods
- information technology
- legal frameworks obligations and responsibilities.

Assessment Conditions

Assessors must satisfy current standards for RTOs. Assessors must also have a nationally accredited Diploma of Permaculture. Completion of a Permaculture Design Course (PDC) or non-accredited Permaculture Diploma is not sufficient at this level.

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