



Australian Government

Department of Education, Employment and Workplace Relations

AHCLPW601A Coordinate the preparation of a regional resource management plan

Release: 1

AHCLPW601A Coordinate the preparation of a regional resource management plan

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the process of coordinating the development of regional plans in the context of natural resource management and defines the standard required to: review existing planning documents and sources of information to inform the plan; identify land management issues and potential solutions; identify stakeholders to form discussion groups and seek individual input to planning; organise for the collection and analysis of data to inform planning and monitor progress; work with stakeholders and technical advisers to develop goals and performance criteria; develop a draft plan for widespread consultation and feedback; finalise the regional resource management plan.
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Application of the Unit

Application of the unit	This unit applies to the coordinating the preparation of a regional resource management plan at a strategic level with the capacity to devolve responsibilities and tasks to specialist planners and others.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Prerequisite units		

Employability Skills Information

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

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Review existing information	1.1. Information obtained during scoping or prior resource management plans is reviewed to determine starting point for planning process. 1.2. Sources of additional information are identified for use during planning process.
2. Identify dimensions of issues	2.1. Natural resource management issues previously identified are examined to determine current and future impacts. 2.2. Causes, scope and types of potential solutions are identified from documentation for use in planning process.
3. Form panels and groups to support process	3.1. Key stakeholder groups are approached to obtain views on consultative structures and processes. 3.2. Panels and groups are formed to cater for input of stakeholder information and views, and to obtain assistance on plan development. 3.3. Structure of panels and groups is developed to allow diversity and to promote involvement, ownership and co-operation between stakeholder groups.
4. Coordinate the collection of data	4.1. Data collection and surveys on regional factors and issues is coordinated to provide information for the planning process. 4.2. Inherent or stable and dynamic data is identified to ensure plan is developed on sound information basis. 4.3. Rules and relationships between various data sets are developed where required for loading into a database. 4.4. Specialists are sourced to process data for reporting to planning process. 4.5. Arrangements are made for data to be recorded in a database where appropriate for further processing and reporting. 4.6. Data collection and recording is managed within budgetary constraints.
5. Coordinate the development of goals and strategies	5.1. The development of goals and strategies is coordinated through the use of technical advice, panels and groups. 5.2. Sources of appropriate technical advice are identified. 5.3. Technical advice is obtained on issues at regional and local levels for integration into goals and strategies.

ELEMENT	PERFORMANCE CRITERIA
	5.4. Technical advice is provided to groups and panels in appropriate terms to assist in the development of goals and strategies. 5.5. Panels and groups are facilitated to provide suggestion for goals and strategies, and to comment progressively on their formulation at a regional level. 5.6. Original scope and basis for planning process are reviewed at major developmental stages to determine their ongoing validity.
6. Coordinate the preparation of a draft plan	6.1. Preparation of draft plan is coordinated using technical and stakeholder input to cater for range of natural resource management issues within economic, industry and social contexts. 6.2. Personnel are coordinated to structure the draft plan to comply with legislative, program and enterprise requirements. 6.3. Draft plan includes goals, strategies and achievable and measurable outcomes that reflect prior consultation and technical advice. 6.4. Draft plan is submitted to enterprise editing, review and approval processes required before public comment.
7. Plan consultations	7.1. Consultations are planned to ensure all stakeholders have the opportunity to comment. 7.2. Formal consultations are recorded for use in revisions, and for reporting according to legislative, program and enterprise requirements. 7.3. Consultations are organised to include Indigenous cultural heritage as applicable.
8. Coordinate the revision of the plan to reflect consultations	8.1. Revision of draft plan is coordinated to reflect consultation comments within the parameters allowed in legislative, program and enterprise requirements. 8.2. Technical advice is obtained to develop an appropriate response to consultation comments. 8.3. Revised plan is submitted to enterprise editing, review and approval processes required before final approval. 8.4. Revised plan is submitted to regional planning group(s) before final approval.
9. Submit plan for approval/endorsement	9.1. Final plan is submitted for approval/endorsement and publication according to legislative, program, enterprise and contract requirements.

ELEMENT	PERFORMANCE CRITERIA
	9.2.Planning process and outcomes are evaluated to identify potential future improvements in process and outcomes.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- facilitate to manage widely diverse groups, views and cultures
- coordinate multiple strands of planning development concurrently
- seek out technical advice and communication across a range of technical disciplines
- present effectively
- research in economic, planning, environmental and social areas
- address and relate to diverse groups of people
- use literacy skills to fulfil job roles as required by the organisation. The level of skill may range from reading and understanding documentation to completion of written reports
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification, negotiating solutions and responding to a range of views
- use numeracy skills to estimate, calculate and record complex workplace measures
- use interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

Required knowledge

- broad geographic indicators with particular emphasis on the region
- regional and rural planning concepts from town planning, rural industry planning, and natural resource planning perspectives
- impact of government processes and industry activities in social and economic terms
- consultative techniques
- cross cultural and cultural factors relevant to social structures
- local government operations
- natural resource management and issues
- sources of technical advice.

Evidence Guide

EVIDENCE GUIDE

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

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:

- review existing planning documents and sources of information to inform the plan
- identify land management issues and potential solutions
- identify stakeholders to form discussion groups and seek individual input to planning
- organise for the collection and analysis of data to inform planning and monitor progress
- work with stakeholders and technical advisers to develop goals and performance criteria
- develop a draft plan for widespread consultation and feedback
- finalise the regional resource management plan.

Context of and specific resources for assessment

Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole.

Land management issues may include:

- damage to natural resources
- activities or lack of activity causing ecosystems to operate outside their natural states
- restoration of degraded areas

RANGE STATEMENT

	• risk of damage and degradation to natural resources.
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Unit Sector(s)

Unit sector	Lands, parks and wildlife
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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