



Australian Government

Department of Education, Employment and Workplace Relations

LGAPLEM504A Develop strategies and approaches to minimise environmental pollution

Release: 2

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Modification History

LGAPLEM504A Release 2: Layout adjusted.

LGAPLEM504A Release 1: Primary release.

Unit Descriptor

This unit covers assessing environmental pollution and developing and monitoring strategies to reduce pollution.

Application of the Unit

This unit supports the attainment of skills and knowledge required for competent workplace performance in councils of all sizes. Knowledge of the legislation and regulations within which councils must operate is essential. The unique nature of councils, as a tier of government directed by elected members and reflecting the needs of local communities, must be appropriately reflected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Gather and monitor data to determine the existence, location, severity and nature of pollution	1.1 Existing data is identified and collated in a comprehensive manner. 1.2 Additional data is obtained to ensure comprehensive data is available for analysis.
2 Identify and assess the effectiveness of options for reducing pollution, from relevant sources	2.1 Consultation with the community and relevant authorities is undertaken to develop appropriate options and levels of performance. 2.2 Practical and appropriate strategies to minimise pollution are identified and assessed for effectiveness. 2.3 Trialling and sampling techniques are implemented in a controlled manner and results are assessed against projected performance levels. 2.4 Strategies are prioritised for implementation based on local, regional and other relevant authority criteria .
3 Develop program to reduce pollution	3.1 Prioritised methods are identified based on identified strategies. 3.2 Resources are identified within budget cycle. 3.3 Effectiveness criteria are identified based on program targets, community expectations and resource constraints . 3.4 Consultation on the draft program is carried out with stakeholders . 3.5 Feedback is evaluated and conflicting feedback is identified and incorporated into program plan as appropriate to targets, relevant policy, community expectations, legislation and resources.
4 Implement program to minimise environmental pollution	4.1 Actions are prioritised to achieve most effective and efficient results. 4.2 Resources are allocated to match priorities. 4.3 Responsible parties are identified that have the capacity and compatibility to carry out actions. 4.4 Time lines and schedules are established that enable strategy targets to be met within required time frame.
5 Monitor and review the effectiveness of the program	5.1 Regular data is collected and analysed to provide accurate measures of performance. 5.2 Comparisons are made with strategy objectives to assess effectiveness. 5.3 Changes to implemented strategy are made as required in a timely manner to ensure outcomes are achieved. 5.4 Information obtained during monitoring and review is used to develop new strategies that are based on accumulated knowledge and experience.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit

Required Skills

- gathering data
- analytical
- budgeting
- program planning, implementation and review
- evaluation processes
- presenting
- consulting with stakeholders and a diverse community

Required Knowledge

- environmental issues
- impacts of pollution on the environment
- state of the environment reports
- relevant legislation
- available resources
- resource usage minimisation
- community needs and expectations
- regulations, standards and policies
- training requirements
- community information

Evidence Guide

Overview of assessment requirements

A person who demonstrates competency in this unit will be able to perform the outcomes described in the Elements to the required performance level detailed in the Performance Criteria. The knowledge and skill requirements described in the Range Statement must also be demonstrated. For example, knowledge of the legislative framework and safe work practices that underpin the performance of the unit are also required to be demonstrated.

Critical aspects of evidence to be considered

Comprehensive data is collected and analysed.
Requirements of relevant policies and legislation are addressed.
Trialling and sampling techniques are identified and implemented.
Monitoring and review reports are timely, accurate and conducted in an objective manner.
Community information is disseminated.
Stakeholder input is sought.

Context of assessment

On the job or in a simulated work environment.

Method of assessment

The following assessment methods are suggested:

- observation of the learner performing a range of workplace tasks over sufficient time to demonstrate handling of a range of contingencies
- written and/or oral questioning to assess knowledge and understanding
- completion of workplace documentation
- third-party reports from experienced practitioners
- completion of self-paced learning materials including personal reflection and feedback from trainer, coach or supervisor

Evidence required for demonstration of consistent performance

Evidence will need to be gathered over time across a range of variables.

Resource implications

Access to:

- real or simulated data on pollution for analysis
- appropriate facilities for trialling and sampling
- real or simulated process for conducting community consultations
- real or simulated budget
- relevant technical reports

Range Statement

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 in the Performance Criteria is detailed below.

Strategy assessment may include:

- cost
- proven effectiveness
- program targets
- community expectations

Criteria to prioritise issues and identify targets may include:

- scientific data
- seriousness of issue
- likelihood of action making a difference
- cost effectiveness
- community expectations
- legislation
- time frames
- budgets constraints

Types of constraints may include:

- budget
- resources
- time lines
- knowledge
- available data

Stakeholders may include:

- council
- community
- government
- government agencies
- interest groups
- industry
- business
- community experts

Resources may include:

- funding from outside sources
- use of community resources
- resources from other organisations, including councils in the region

Responsible parties may include:

- existing staff
- project staff
- consultants
- government agencies
- voluntary regional organisations of councils
- community experts
- volunteers

Data may include:

- surveys
- questionnaires
- references
- stakeholder input
- existing reports and programs
- state of the environment reports
- council management and corporate plans

Unit Sector(s)

Planning