



Australian Government

PSPLND008 Monitor reserves management

Release: 1

PSPLND008 Monitor reserves management

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPLAND406A Monitor reserves management. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to monitor the management of public reserves. It includes reviewing planning documents, carrying out reserve inspections, attending meetings, and preparing reports and submissions that involve reserve management.

This unit applies to those working in management of public reserves.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit working independently, while performing complex tasks under a range of familiar contexts.

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

Competency Field

Public land administration

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

outcomes	further information is detailed in the range of conditions section.
1. Review planning documents for public reserves	1.1 Establish the purpose of the planning document. 1.2 Review and assess the planning document. 1.3 Prepare and direct documentation associated with the review.
2. Inspect reserves	2.1 Confirm the reason to undertake the inspection. 2.2 Undertake inspection activities. 2.3 Identify and note issues that require action. 2.4 Document the outcome of the inspection and actions to be implemented.
3. Attend meetings	3.1 Prepare information and resources required for the meeting. 3.2 Communicate the issues. 3.3 Confine the matters dealt with to the listed agenda. 3.4 Negotiate the desired outcomes. 3.5 Implement any required actions.
4. Prepare submissions	4.1 Establish the purpose of the submission. 4.2 Gather and present information. 4.3 Direct the submission to the appropriate personnel for approval.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPLAND406A Monitor reserves management.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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Assessment Requirements for PSPLND008 Monitor reserves management

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- writing reports to organisational standards
- communicating with people of different ages, genders, culture and language backgrounds
- resolving conflict
- mediating during meetings
- identifying risks to public safety on reserves
- identifying land management problems
- reading building plans
- interpreting strategic planning and/or zoning documents
- identifying public reserve issues in a development application
- interpreting aerial photographs

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- legislation relating to Crown reserve administration and land management
- planning legislation
- strategic plans relating to reserves management
- land management principles and practices
- meeting procedures and protocols
- conflict resolution

- mediation
- site identification and location
- building approvals
- development applications
- planning and land use and/or zoning principles
- organisational delegations
- public sector legislation, including work health and safety and environment in the context of reserves management

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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