

# Certificate IV in Local Government (Regulatory Services)

LGA40504

## Tailored for Council Rangers and Environmental Officers

This is a nationally recognised, two-year qualification, tailored for employees in local government who enforce legislation in a wide range of areas such as environmental compliance, parking compliance as well as facilities, animal and reptile control. Their role may also require them to evaluate and analyse current practices, develop new criteria and procedures for performing current practices and provide some leadership and guidance to others in the application and planning of the skills.

The Local Government Training Institute has developed this program to offer flexibility with ongoing support. To gain this certificate, participants can combine recognition of current work-related skills and knowledge with structured training and assessment to enhance their capabilities in areas important to their organisation and their career.

### **Duration**

It will take up to 2 years to complete the learning and assessment for this qualification.

### **Course Delivery and Support**

Participants can undertake this program in the workplace through either a “flexible delivery” or a correspondence program. The program mode will be agreed on before participants commence.

#### ***Option 1: Flexible Delivery***

Participants undertake this qualification in their workplace. They receive appropriate support and assistance from qualified trainers at the Local Government Training Institute, such as coaching in the work environment and/or face-to-face training.

At the start of the program, participants are given learner’s guides, reading materials, work based projects, self-assessment checklists and appropriate assessment tasks.

They are contacted regularly by the Local Government Training Institute staff to offer support and maybe visited in the workplace to monitor their progress and assess their skills. Phone and email support is available at all times.

#### ***Option 2: Training undertaken in the workplace using learning materials provided by LGTI***

With the Correspondence Program, participants receive all of the resources and phone / email support as mentioned for the flexible delivery program. However, all support, assessment and monitoring are at a distance (ie. not face to face).

### **Recognition of Current Competencies (RCC)**

Participants can also choose to demonstrate their competency in 12 units in this Certificate by presenting evidence of their workplace-based activities and prior learning. They will be provided with an RPL kit which they will complete

### **Incentives**

Incentives may be available for eligible staff as a New-Entrant or Existing Worker Traineeship. Further details on available incentives are available from an Apprenticeships Centre in your area, for information and contact details visit <http://www.australianapprenticeships.gov.au>.

### **Fees payable to Local Government Training Institute**

Please contact the Business Development Team for more details on the fees applicable for this course.

### **Units of Competency**

Participants must successfully complete 12 units of competency to obtain this qualification, including:

#### ***Working in a Local Government Context:***

LGAGOVA410B	Monitor council procedures to ensure compliance with relevant legislation
LGACORE102B	Follow defined OHS Policies and Procedures
LGACORE105B	Work with Others in Local Government
LGACOM404B	Establish Cooperative Arrangements with other Organisations

#### ***Legal Proceeding:***

LGACOM406A	Investigate alleged breaches of legislation and prepare documentation
LGACOM408A	Represent council at legal proceedings
LGAEHRR303B	Monitor areas under council jurisdiction
LGAREGS403A	Monitor Public Behaviour in Council Areas
LGAREGS402A	Provide evidence in court
PSPGOV411A	Deal with Conflict
PSPREG401C	Exercise Regulatory Powers
PSPREG409B	Prepare a Brief of Evidence

#### ***Appropriate Electives can be negotiated for Rangers or Environmental Officers from the list below:***

LGAREGS404A	Undertake appointed animal control duties and responsibilities
LGAEHRR304B	Operate Council Pound Facilities
PSPREG301A	Undertake routine inspection and monitoring
LGALAND405A	Implement strategies to minimise environmental pollution

RPL is available for those that have completed the Authorised Officers Course run through NSW Department of Environment and Conservation.

### **How to obtain further details and apply for the course**

For further details and an enrolment package, please contact our Business Development Team on 024922 2333 or email [reception@lgti.com.au](mailto:reception@lgti.com.au).

## **Local Government Training Institute**

4 Sandringham Ave Thornton NSW 2322 AUSTRALIA  
 PO Box 3137, Thornton NSW 2322 AUSTRALIA  
 Telephone: +61 2 49 222 333 Facsimile: +61 2 4966 0655  
 Email: [reception@lgti.com.au](mailto:reception@lgti.com.au)

**[www.lgti.com.au](http://www.lgti.com.au)**