

# Diploma of Local Government (Planning) LGA50508

**The Diploma of Local Government (Planning)** is designed to provide the underpinning knowledge and practical skills for council staff who may be working in support roles in Town Planning, Development Compliance, Environmental Health or other similar areas. Staff undertaking this qualification will need to demonstrate that they are undertaking tasks involving a high level of autonomy and requiring the application of significant judgement. Participants' work roles will need to provide opportunities to research council policies and processes and to apply what they are learning in the workplace. Sometimes this may involve negotiating opportunities for mentoring by appropriate professionals, internal job rotations, secondments or other strategies.

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 assessments to enhance their capabilities in areas important to their organisation and their career. This program has been developed to be relevant in all States and Territories within Australia.

## **Why study through the Local Government Training Institute?**

We offer:

- Delivery via distance education with no time required away from the workplace
- Flexible start dates for the course – we're ready when you are!
- Study at your own pace
- Our learning materials are based on current industry practice
- Enrichment workshops (optional)

## **Duration**

This qualification would normally be completed over a two-year period, however study is self-paced and highly-motivated participants may complete much sooner.

## **Delivery and Assessment**

The delivery of this program is by distance education.

### ***The Distance Education Program***

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.

## **Local Government Training Institute**

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Email: [reception@lgti.com.au](mailto:reception@lgti.com.au)  
ABN: 24 232 406 407

[www.lgti.com.au](http://www.lgti.com.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 **10 Units** to obtain this qualification. Below is a suggested sample of units for this qualification:

#### ***3 or more units from the Common Pool units such as:***

LGACORE102B	Follow defined OHS policies and procedures
LGACORE104B	Work effectively in local government
LGACORE105B	Work with others in local government
LGAGOVA410B	Monitor council procedures to ensure compliance with relevant legislation
LGACOMP024A	Develop community relations
LGACOMP025A	Manage a local government project
LGACOMP026A	Provide team leadership

#### ***Between 5 and 7 units from the Specialist Planning Pool units such as:***

LGAPLAN511A	Manage Councils Development Assessment System
LGAPLAN512A	Integrate land use and transport planning
LGAPLEM501A	Achieve an efficient and sustainable use of natural resources
LGAPLEM504A	Develop strategies and approaches to minimise environmental pollution
LGAPLEM508A	Manipulate and analyse data within geographic information systems
LGAPLEM511A	Plan for the safe movement of pedestrians

#### **Notes on Electives:**

- A maximum of 2 elective units may be imported from the Local Government Training package at Diploma level.
- No more than 1 unit may be drawn from an AQF level below or above the AQF level of this qualification.
- Inclusive of additional elective units may need to be considered to meet the specific needs of a State or Territory.
- In a limited number of cases, the Local Government Training Institute will approve changes to unit selections.
- The Local Government Training Institute reserves the right to make changes to the advertised program arising from consultation with stakeholders.

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

For further details and an enrolment package please contact our Business Development Team on 02 4922 2333 or via email [reception@lgti.com.au](mailto:reception@lgti.com.au).

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