

**Draft 0.1**

This is a draft update to CPPSIS5044 Develop subdivision survey designs for local government approval: <https://training.gov.au/Training/Details/CPPSIS5044>

Code changed to CPPSUR5044. Have mapped this as equivalent and supersedes. TAG will need to review this.

Changed PCs to active voice.

Changed 'person' to 'candidate' in PE.

Standardised the Licensing statement in Application.

Reference to: 'two different client requests' in first sentence of PE may be problematic at audit as no specific details provided

Range of conditions had one item 'appropriate persons' – moved this to KE

## Unit of Competency

### CPPSUR5044 Develop subdivision survey designs for local government approval

#### Modification history

Release	Comments
1	<del>Replaces superseded equivalent CPPSI5044A Develop a subdivision survey design for local government approval.</del> <del>This version first released with CPP Property Services Training Package Version 3.</del>

#### Application

This unit specifies the skills and knowledge required to develop a subdivision survey design for local government approval using cadastral surveying methods and equipment. The unit covers analysing and researching client service requests and existing information to assess and prioritise work tasks, and conducting a survey of the land to be subdivided. The unit also covers conducting measurements and calculations; and developing plans detailing required information, including boundary dimensions and corners, subdivision lots, features, surrounds, connections and offsets. The unit requires the ability to set up, calibrate and use surveying equipment to measure, record and reduce surveying data. The unit also requires the ability to prepare, lodge and monitor a detailed design submission for local government approval which details engineering aspects, physical constraints and any environmental impacts. The unit requires knowledge of land and planning law and local government building approval processes. It requires consultation with clients and professionals to obtain advice for input into the design submission.

The unit supports those who work in a lead role in a surveying or spatial information services team, in areas such as town planning, surveying and mapping.

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

#### Prerequisite Unit

None

#### Unit Sector

Surveying and spatial information services

#### Elements and Performance Criteria

1. Identify type of service requests.	1.1 Establish client requirements and timelines in consultation with appropriate persons. 1.2 Assessed client service requirements to establish if they are within the jurisdiction and ability of relevant authority and any necessity for statutory compliance. 1.3 Prioritise and record work, and conduct research to gather additional information as required according to organisational requirements.
2. Conduct subdivision survey.	2.1 Set up, calibrate and use surveying equipment according to manufacturer specifications and organisational requirements. 2.2 Measure identified components of land to be subdivided and mark subdivision lots according to client service and organisational requirements. 2.3 Reduce measured surveying data according to organisational

	<p>requirements.</p> <p>2.4 Validate and record measurements according to organisational requirements.</p> <p>2.5 Identify and resolve problems, and manage contingencies according to organisational requirements.</p>
3. Develop detailed design submission for local government approval.	<p>3.1 Use surveying data to develop plan according to client service and organisational requirements.</p> <p>3.2 Consult appropriate persons to obtain professional advice for input into subdivision submission.</p> <p>3.3 Determine availability of existing services and costs of supply, including local government and utility authority contributions.</p> <p>3.4 Consider and document engineering aspects in subdivision design according to local government requirements.</p> <p>3.5 Prepare subdivision submission to incorporate physical constraints and environmental impact of the development according to client service requirements.</p>
4. Monitor approval process.	<p>4.1 Examine local government approval assessment criteria and observe advertising and exhibition requirements according to organisational requirements.</p> <p>4.2 Review outcomes of subdivision submission to identify required follow-up actions.</p>
5. Advise client of outcomes.	<p>5.1 Advise client of submission outcomes in writing and verbally according to organisational requirements.</p> <p>5.2 Explain rights of appeal to client where appropriate, and record advice according to organisational requirements.</p> <p>5.3 Complete, record and store documentation according to organisational requirements.</p>

### Foundation Skills

Candidates require:

- initiative and enterprise skills to conduct research to collect property information, including title searches
- planning and organising skills to plan and prioritise work to meet submission timeframes.
- numeracy skills to conduct precise measurements and computations relating to length, angle, elevation, area and volume
- oral communication skills to ask questions to clarify client requirements
- reading skills to analyse graphical and technical information in photographs and drawings and to interpret legal information in land and planning laws
- writing skills to use templates to record field notes and to write field notes that can be interpreted by a third party
- technology skills to connect surveying equipment to coordinate systems
- problem-solving skills to select appropriate validation methods to verify accuracy of data.

### Unit Mapping Information

Supersedes and is equivalent to CPPSIS5044 Develop subdivision survey designs for local government approval

### Links

Companion Volume Implementation Guide:

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

## Assessment Requirements for CPPSUR5044 Develop subdivision survey designs for local government approval

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### Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by developing a subdivision survey design for local government approval in response to two different client requests.

While developing the above subdivision survey designs, the candidate must:

- analyse existing plans, drawings, surveying data and photographs to plan service provision
- conduct research to obtain information relating to planned subdivisions, including:
  - boundary dimensions
  - connections
  - land title information
  - local government provisions and restrictions relating to subdivision, zoning, heritage and flooding
  - services
  - subdivision plan
  - title search
  - topographic features
- accurately measure and calculate boundary dimensions and mark subdivision lots
- use industry-accepted methods to check and validate measurements and calculations
- analyse and comply with land and planning law and local government guidelines for building approvals
- communicate clearly with appropriate persons in writing and verbally, to obtain information, clarify service and survey detail, and explain and report submission processes and outcomes
- comply with organisational requirements relating to:
  - completing records and documentation, including field notes
  - prioritising service requests
  - recording, storing and filing surveying data
  - using surveying equipment
  - working safely and using personal protective equipment (PPE)
- comply with relevant legal and statutory requirements and standards to ensure accuracy of survey, field procedures, and submission information
- determine availability of existing services and costs of supply
- determine survey controls, land dimensions and corners, and locate features, boundaries, surrounds, connections and offsets
- identify physical constraints and environmental impacts of planned developments, including those relating to three of the following:
  - drainage
  - easements
  - public reserves

- sediment control
  - sewerage control
- monitor local government approval process, including observing advertising and exhibition requirements
- perform surveying tasks using one of the following surveying equipment:
  - global navigation satellite system (GNSS)
  - total station
- prepare clear and concise subdivision survey design submission, with plans that comply with local government approval assessment criteria
- use surveying data and other relevant information to produce plans, including contours.

### Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- appropriate persons for establishing requirements and timelines
  - builder
  - client
  - colleague
  - engineer
  - local government representative
  - manager
  - registered or qualified surveyor
  - statutory authority representative
  - town planner
- accuracy and precision requirements for cadastral surveying data and subdivision survey design
- aspects of land and planning law impacting on surveying tasks, including:
  - common law and old system title
  - community title
  - crown land, alienation and native title
  - environmental protection
  - residential subdivision provisions
  - set-back requirements
  - strata title
  - Torrens title system
- data capture and set-out methodologies used in surveying
- data reduction techniques
- industry-accepted methods for validating data to identify errors and discrepancies
- industry-accepted standards relating to subdivision survey design
- land tenure systems appropriate to relevant jurisdiction
- legislative, statutory and industry requirements and standards relating to:
  - cadastral surveying
  - local government building requirements
- methods for determining availability of existing services and costs of supply
- methods for setting up and calibrating surveying equipment
- organisational policies and procedures relating to:
  - completing records and documentation

- health and safety when using the surveying equipment specified in the performance evidence
- prioritising service requests
- recording, storing and filing data
- possible community issues and repercussions relating to building permits
- reference and coordinate systems for surveying data, including Australian Height Datum and Map Grid of Australia
- local government approval and submission processes relating to subdivision survey design
- road alignment design and associated computations.

### Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to:

- equipment as specified in the performance evidence, including PPE
- specifications:
  - subdivision survey specifications, including relevant surveying, construction or engineering plans and drawings
  - equipment operating manual and manufacturer specifications
  - organisational policies, procedures and documentation relating to submission process
  - relevant legislative, statutory and industry requirements and standards relating to cadastral surveying and local government building requirements for the jurisdiction
- team members and supervisor. Supervision by a registered surveyor or licensed land surveyor is required in some jurisdictions.
- clients. Client consultation is required.

Time frames as specified by project requirements must be met.

### Links

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