

eLearning – Property 101

COST

See the registration form for pricing.

CONTACT

For more information contact LGNSW Learning Solutions at 02 9242 4181/4081 or learning@lgnsw.org.au

Overview

Councils are responsible for managing large property and land portfolios. The role of a property professional in local government is unique, complex and sometimes not well understood by others in council.

This resource provides an **introduction** to property management in local government for people new to the role and others who require an understanding of this function. It provides an overview of the four main types of land and the four functions that apply to this land. It identifies the key legislation and resources with which property professionals should be familiar and introduces learners to their main internal and external stakeholders. The resource also addresses the matter of delegations and council policies.

Property 101 includes case studies and quizzes to help learners check their understanding of the topic. There is no formal assessment upon completion of the resource.

Target audience

- New entrants to property management roles in local government in NSW.
- Professionals in council who require an understanding of the property management function to perform their own roles, e.g. finance, asset management, legal and administrative staff and councillors.

Content

Property 101 has an indicative duration of one hour. It is made up of 8 modules covering 7 topics:

- Working in local government – your overarching responsibilities, the major functions of your role, legislation and property responsibilities and words of advice from council colleagues.
- Council land – the four main types of land – community land, operational land, Crown land and roads. Council land functions – leases verses licences; heads of agreement for a lease; sales and acquisitions; easement covenants

and interests in land; selling, leasing and occupying roads.

- Valuing and acquiring land – valuations; current market value; fair value; valuation methodologies; role of the Valuer General in NSW; and compulsory acquisition.
- Key legislation – why we need to understand key legislation; using Acts and Regulations; managing council property; managing roads; acquiring land; managing Crown and Public land; Native Title; Lawn cemeteries and crematoriums; Code of Conduct and ICAC.
- Internal and external stakeholders – what is a stakeholder, who are our main stakeholders; consulting and working with stakeholders.
- Delegations, decisions and policies – what is a delegation; how delegations work; council decision making; policies for property professionals.

Process

Property 101 is a self-paced learning resource that is available online. It is accessed via a unique user password and may be viewed using most internet-connected devices (PCs, laptops, iPads). Enrolled learners can complete it in a single session or over multiple sessions.

Completion of the module is recorded when all screens of content have been viewed. No score (mark) is recorded.

CPD Points

Members of the **Australian Property Institute** and the **Royal Institution of Chartered Surveyors (RICS)** who complete this course will be awarded 1.5 CPD points/hours by the above organisations.

To register

Complete the registration form or email registration enquiries to learning@lgnsw.org.au.