Unit Title:	Manage The Efficient Use Of Resources
Unit Level:	Level 4
Unit Credit Value:	4
GLH:	19
LASER Unit Code:	WJH974
Ofqual Unit Code:	F/651/3824

This unit has 2 learning outcomes.

Learning Outcome (The Learner will):		Assessment Criteria (The Learner can):	
1.	Know how to manage the use of resources.	1.1	Explain the importance of providing colleagues the opportunity to provide information on the resources the team needs.
		1.2	Outline how to collate information from colleagues about the resources the team needs.
		1.3	Describe how to make recommendations for the effective use of the resources taking into account trends and development and current best practice which are likely to affect the use of resources.
		1.4	Outline how to make recommendations that are consistent with organisational procedures and the event plan.
		1.5	Outline how to make recommendations that indicate the potential benefits expected from the planned use of resources.
		1.6	Describe the process of presenting recommendations to responsible colleagues.
		1.7	Explain the importance of providing opportunities for colleagues to take individual responsibility for the efficient use of resources when required.
		1.8	Outline how to monitor the efficient use of resources within own area of responsibility.
		1.9	Outline how to monitor and control the use of resources to maximise efficiency, whilst maintaining the quality of products and services.
		1.10	Explain how effective management of resources can positively contribute to organisational performance.
		1.11	Outline how to make sure the use of resources by the team takes into account the potential impact on the environment.
		1.12	Outline how to monitor the quality of resources and ensure consistency in product and service delivery.
		1.13	Explain the importance of identifying problems with resources promptly, and taking for corrective action.
		1.14	Outline how to make recommendations for improving the use of resources in accordance with organisational procedures and the event plan.
		1.15	Explain the importance of accurate record keeping.
		1.16	Explain the importance of following organisational procedures and the event plan when completing

			records.
2.	Be able to manage the use of resources.	2.1	Collate information from colleagues about the resources their team needs.
		2.2	Make recommendations that take account of trends and developments and current best practice which are likely to affect the use of resources.
		2.3	Make recommendations that are consistent with organisational procedures and the event plan.
		2.4	Make recommendations that indicate the potential benefits expected from the planned use of resources.
		2.5	Present recommendations to the responsible colleagues.
		2.6	Provide opportunities for colleagues to take individual responsibility for the efficient use of resources when required.
		2.7	Monitor the efficient use of resources within own area of responsibility.
		2.8	Make sure the use of resources by the team takes into account the potential impact on the environment.
		2.9	Monitor the quality of resources and ensure consistency in product and service delivery and supply chains .
		2.10	Identify problems with resources and supply chains promptly and take corrective action as soon as possible
		2.11	Make recommendations for improving the use of resources in accordance with organisational procedures and the event plan.
		2.12	Keep clear and detailed records on the use of resources and recommendations for improvement.
		2.13	Make sure that records relating to the use of resources are completed following organisational procedures and the event plan.

Assessment Guidance:
This unit is about the efficient use and management of resources for which the learner is responsible.
These can be either financial resources in the form of a budget or physical resource such as equipment and consumables.
The unit covers recommended resources to assist with the requirements of the event plan.
The unit also covers monitoring and controlling the way in which resources are used.

Additional Information:
During delivery and assessment of this unit, it is expected that the below criteria are considered where possible.
Equality, diversity and inclusion (Equality Act 2010)
It is anticipated that organisations will have procedures and guidelines for their safety staff to follow that will satisfy the following requirements as a minimum:

- different physical needs.
- different cultural needs.
- language needs.
- beliefs.

Safety, security and service

It is expected that all services carried out at spectator events and crowded places are done so in line with the below measures:

- **Safety measures**: any measure designed and implemented with the primary aim of protecting the health and well-being of all client groups who attend, or participate in events.
- **Security measures**: any measure designed and implemented with the primary aim of preventing, reducing the risk and/or responding to any criminal or unlawful activity or disorder committed in connection with events.
- **Service measures**: any measure designed and implemented with the primary aim of making all client groups feel comfortable, appreciated and welcome when attending events.

UK terrorism threat levels

It is expected that senior stewards, safety officers and similar staff holding overall responsibility for the safety and security of events will be familiar with the current UK terrorism threat levels.

The threat level indicates the likelihood of a terrorist attack in the UK.

The level is set by the Joint Terrorism Analysis Centre and the Security Service (MI5). Threat levels do not have an expiry date, but they can change at any time as different information becomes available to security agents.

Information on the most up to date levels can be found on this link:

https://www.gov.uk/terrorism-national-emergency