

Modification history

| Release | Comments |
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| Release 2 | This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 7.0. |
| Release 1 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 1.0. |

| AHCLSC502 | Manage landscape projects |
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| Application | <p>This unit of competency describes the skills and knowledge required to manage landscape projects, including identifying project issues, maintaining effective client liaison, developing work schedules, managing contractors and submitting works for handover.</p> <p>The unit applies to individuals who apply specialist skills and knowledge to managing landscape projects, take personal responsibility and exercise autonomy in undertaking complex work. They analyse and synthesise information, and analyse, design and communicate solutions to sometimes complex problems.</p> <p>All work is carried out to comply with workplace procedures, health and safety in the workplace requirements, legislative and regulatory requirements, and sustainability and biosecurity practices.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p> |
| Prerequisite Unit | Nil |
| Unit Sector | Landscape (LSC) |

| Elements | Performance Criteria |
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| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Identify issues relating to the landscape project | 1.1 Discuss and clarify client goals and objectives of the project 1.2 Analyse landscape documentation to determine the nature and scope of the project 1.3 Identify potential constraints to the success of the project 1.4 Identify and minimise environmental impact of proposed landscape project works according to environmental and biosecurity legislation, regulations and workplace procedures 1.5 Identify hazards and assess risks associated with work activities, and implement control measures according to workplace health and safety procedures |
| 2. Maintain effective client liaison | 2.1 Clarify responsibilities of all parties involved in the project according to the contract 2.2 Clarify procedures to vary the contract to the satisfaction of all stakeholders 2.3 Identify emergency procedures according to contract terms and conditions 2.4 Establish communication obligations in respect of the work program according to contractual obligations and sound business principles |
| 3. Develop work schedule | 3.1 Identify and document work schedules and timelines of operations 3.2 Identify resources required for the landscape project according to the contract and landscape design 3.3 Identify and document quantity, quality, timing and cost of supply of each input and service 3.4 Establish key performance outcomes and indicators to measure performance of all operations and personnel |

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|--|---|
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| 4. Manage contractors | 4.1 Prepare standard contracts for specific works in line with the landscape design and contract 4.2 Monitor progress of works against contract according to industry standards 4.3 Identify, negotiate, implement and record variations 4.4 Identify, rectify and record non-conforming elements of the contract 4.5 Initiate progress payments and final payments according to contract terms |
| 5. Submit works for hand over | 5.1 Undertake site inspection with relevant personnel at completion of works and prior to hand over 5.2 Note, record and rectify all items below specification 5.3 Document hand over report, and present to client |

| Foundation Skills | |
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| <i>This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.</i> | |
| Skill | Description |
| Reading | <ul style="list-style-type: none"> Identify and interpret information regarding goals, objectives and requirements for landscape project |
| Oral communication | <ul style="list-style-type: none"> Initiate discussions with client and sub-contractors, using clear language and standard industry terminology to discuss landscape project work requirements, goals, objectives, timelines, work program and negotiate contracts |
| Numeracy | <ul style="list-style-type: none"> Calculate and budget for costs of material, machinery, equipment resources and sub-contractors |

| Unit Mapping Information | | | |
|---|---|---|---------------------------|
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| AHCLSC502 Manage landscape projects Release 2 | AHCLSC502 Manage landscape projects Release 1 | Minor changes to application Minor changes to performance criteria Foundation skills added Assessment requirements updated | Equivalent |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72 |
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| TITLE | Assessment requirements for AHCLSC502 Manage landscape projects |
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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.
 There must be evidence that the individual has managed landscape projects on at least one occasion and has:

- liaised with clients
- applied relevant workplace health and safety and environmental and biosecurity legislation, regulations and workplace procedures
- prepared landscape project documentation
- developed a project budget and costed a bill of quantities
- developed a schedule of works and sub-contracts
- identified, organised and managed the works program, works team and sub-contracted work
- identified, negotiated and implemented variations to contracts
- identified and rectified non-conforming elements of contracts
- completed hand over report and presented to client.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- workplace health and safety and environmental and biosecurity legislation, regulations and workplace procedures relevant to managing landscape projects
- principles and practices of managing landscape projects, including:
 - project management principles
 - project budgeting and costing techniques
 - landscape project documentation and contracting techniques
 - public liability, regulations and legal responsibilities relevant to landscape projects
 - types of landscape machinery and equipment.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - a workplace setting or an environment that accurately represent workplace conditions
- resources, equipment and materials:
 - client landscape project documentation
- specifications:
 - workplace health and safety and environmental and biosecurity legislation, regulations and workplace procedures relevant to managing landscape project
 - public liability, regulations and legal responsibilities relevant to managing landscape projects
- relationships:
 - clients, staff and sub-contractors
- timeframes:
 - according to job requirements.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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