



Australian Government

Department of Education, Employment and Workplace Relations

AHCAGB504A Plan production for the whole land/farm based business

Release: 1

AHCAGB504A Plan production for the whole land/farm based business

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers planning production for the whole land/farm based business and defines the standard required to review strategic plans and production goals; prepare enterprise budgets and calculate financial returns of the business; develop financial management and marketing plans for the business; review the natural resource base of the enterprise and incorporate ecological sustainability; principles and goals into land use planning; identify the personal aims and priorities of management as well as the availability, productivity and training needs of labour and incorporate into production planning.
------------------------	--

Application of the Unit

Application of the unit	This unit applies to agribusiness managers whose role is to review and confirm the organisation's business goals and vision, its land-use, human resource development and financial plans.
--------------------------------	--

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Review and confirm the organisations business goals and vision	<p>1.1. The organisations documented business goals and vision are accessed and analysed against actual business activities and decisions taken.</p> <p>1.2. The values and community expectations of the organisation are reviewed and analysed against actual business activities and decisions taken.</p> <p>1.3. The organisations operating environment is reviewed to identify potential opportunities and threats.</p> <p>1.4. The overall strengths and weaknesses of the organisation are analysed to identify potential areas for development.</p> <p>1.5. Information on available innovations for potential use in the organisation is accessed and discussed with colleagues.</p> <p>1.6. The organisations goals and vision are articulated and documented to provide a basis for future planning and decision-making.</p>
2. Prepare human resource development plans	<p>2.1. Personal values, attributes and skills of the management team are identified and analysed.</p> <p>2.2. Specific areas of expertise in the business are recognised and articulated.</p> <p>2.3. Specific areas of responsibilities are devolved to the most suitable team members based on identified skills and attributes.</p> <p>2.4. The processes for succession planning are discussed and decided with management team members and the process is put in place.</p> <p>2.5. Areas in which skill development and training is required for individual team members, or the entire group, are identified and recorded.</p> <p>2.6. A commitment is made to ongoing skill development of the management team.</p> <p>2.7. Ongoing communication strategies are put in place, and an environment in which all members can contribute is fostered and developed, to ensure the smooth running of the business.</p>
3. Prepare a plan to manage land use	<p>3.1. Land is surveyed to identify natural resources, soil characteristics, water resources, and cultural heritage values of the property.</p> <p>3.2. Land use capacities are determined from land condition tests and history of yields.</p> <p>3.3. Land use for individual paddocks is determined</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>based on land use capacities, products being produced, and the organisations goals and vision.</p> <p>3.4. A plan to improve the management and use of land on the property is developed, based on property resources and the organisations goals and vision, and incorporated into the production plan.</p> <p>3.5. Organisational policy in relation to the environmental management of the land is developed based on land use, prevalent pests and diseases, and the organisations goals and vision.</p>
4. Plan production processes	<p>4.1. Information regarding the characteristics of the products being grown or refined/ manufactured and their respective market requirements is accessed.</p> <p>4.2. Characteristics of the land under production and the quality and amount of existing infrastructure are confirmed from colleagues and other planning processes.</p> <p>4.3. Historical data, including recent data, from organisational records is identified and accessed for input to production planning.</p> <p>4.4. Information regarding other organisational planning processes and potential for improvements or innovations is collected and used to inform production planning.</p> <p>4.5. Requirements of the organisation are taken into consideration during analysis.</p> <p>4.6. Production processes required to efficiently achieve the targeted production requirements in line with organisational policies are identified and compared with those that currently exist.</p>
5. Develop financial goals and risk management strategies	<p>5.1. The key financial performance indicators of each enterprise in the business are identified from analysis of cash flow, profitability and net worth.</p> <p>5.2. The financial performance of each enterprise in the business is assessed through analysis of key financial performance indicators and their impacts on business performance.</p> <p>5.3. Financial goals for each enterprise in the business are identified from financial performance assessment and the organisations goals and vision.</p> <p>5.4. Areas of risk in the organisation are identified from analysis of the operating environment, production strategies, and skill and ability resources of the</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>organisation.</p> <p>5.5. Risk management strategies are identified and put in place.</p>
<p>6. Prepare and communicate the organisations vision, goals and plan</p>	<p>6.1. The organisations goals and vision, human resource development, land-use, production and financial plans are integrated to reflect the decisions taken in each area.</p> <p>6.2. The organisations goals, vision and plans are clearly articulated to those that will implement them, to ensure a common understanding.</p> <p>6.3. A schedule is put in place to regularly review the organisations vision, goals and plans.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- assess the skills and expertise of self and colleagues
- facilitate group decision-making within the business
- identify, build and use network and support groups
- assess and evaluate land conditions
- recognise land and soil degradation
- determine land use appropriate to land conditions
- set yield targets and objectives and estimate timelines
- implement sustainable land management practices
- assess environmental impacts and implement impact reduction techniques
- interpret historical data in relation to production, finances, environmental issues, staffing and land use
- recognise potential opportunities to use or install more environmentally efficient systems or equipment
- assess, then adopt, profitable innovations
- interpret, analyse and extract information from a range of sources such as professional literature, legal documents, discussions and workshops
- assess financial strategies and prepare budgets
- prepare enterprise budgets and calculate financial returns
- use literacy skills to fulfil job roles as required by the organisation. The level of

REQUIRED SKILLS AND KNOWLEDGE

skill may range from reading and understanding documentation to completion of written reports

- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification, negotiating solutions and responding to a range of views
- use numeracy skills to estimate, calculate and record complex workplace measures
- use interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

Required knowledge

- holistic business planning and benchmarking
- marketplace in which the organisation operates
- sustainable land use principles and practices
- soil nutrient cycling potential and limitations
- chemical and biological methods for pest control
- relevant State/Territory legislative requirements with regard to environmental protection and control standards
- property planning, financial management and enterprise budgeting systems and procedures
- relevant State/Territory legislation, regulations and codes of practice with regard to OHS and the use and control of hazardous substances
- monitoring strategies for financial, production, land-use, and human resource development plans
- methods for assessing skills and expertise
- the reasons and methods for succession planning
- the value and methods of risk assessment.

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> • review strategic plans and production goals • prepare enterprise budgets and calculate financial returns of the business • develop financial management and marketing plans for the business • review the natural resource base of the enterprise and incorporate ecological sustainability • principles and goals into land use planning • identify the personal aims and priorities of management as well as the availability, productivity and training needs of labour and incorporate into production planning.
Context of and specific resources for assessment	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole.	
Production process may include:	<ul style="list-style-type: none"> • the resources, personnel, methodology and interactions between them.
Business may include:	<ul style="list-style-type: none"> • a family business that operates from a small to medium base or a land-based operation of a corporate business.

RANGE STATEMENT

Production planning may include:	<ul style="list-style-type: none"> • plans for land-use • human resource management and development • financial • risk management • infrastructure • strategic planning.
----------------------------------	--

Unit Sector(s)

Unit sector	Agribusiness
--------------------	--------------

Co-requisite units

Co-requisite units	

Competency field

Competency field	
-------------------------	--