



Australian Government

Department of Education, Employment and Workplace Relations

AHCLSC401A Supervise landscape project works

Release: 1

AHCLSC401A Supervise landscape project works

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers supervising landscape project works and defines the standard required to: develop a project plan and apply for planning approvals if required; calculate and obtain quotes for materials and receive on site; supervise the work team and ensure a safe work environment; minimise environmental risks and impacts; monitor the landscape works through to completion and rectify problems; complete a landscape works report and present to management and client.
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Application of the Unit

Application of the unit	This unit applies to those whose job role includes the coordination and supervision of planting programs, turf installations and cultivation, the construction and installation of landscape structures and features, installation of drainage and irrigation and garden maintenance or restoration projects across a range of situations and environments including amenity and natural resource areas.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Identify scope of landscape project works	1.1. Nature of landscape project works and extent of responsibilities are identified and checked against relevant landscape documentation. 1.2. Personnel and other resources required to undertake landscape project works are identified according to the scope of the project and relevant landscape documentation. 1.3. A work program is developed according to the needs of management and/or the client to ensure that project outcomes are reached within designated time lines. 1.4. The environmental impact of the proposed landscape project works is considered. 1.5. Occupational Health and Safety (OHS) hazards are identified, risks assessed and controls implemented.
2. Coordinate the supply of materials/ equipment	2.1. Material quantities and equipment requirements are calculated to ensure an on-going work program is maintained according to the scope of the project. 2.2. Material quantities are ordered, checked for quantity and quality, and stockpiled where required. 2.3. Any specific delivery instructions are conveyed and confirmed with suppliers to ensure materials are delivered according to the work program. 2.4. Any material rejected is sent back to supplier and re-ordered.
3. Monitor project works	3.1. Work program is monitored and adjusted to ensure the site is developed according to the needs of management and/or the client, and to ensure that project outcomes are reached within designated time lines 3.2. Variations to the work program, issues likely to cause delays, and contingencies beyond the scope of the project are identified, recorded and reported to management and/or the client. 3.3. The work site is monitored to ensure it remains in a clean, tidy and safe condition throughout and on completion of landscape project works.
4. Complete site works	4.1. Site is inspected prior to practical completion to ensure all works have been undertaken according to management and/or client needs and the relevant landscape documentation. 4.2. Any works not complying are noted and rectified.

ELEMENT	PERFORMANCE CRITERIA
	4.3.A completed landscape project works report is produced, recorded and communicated to management and/or the client.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- calculate material and resource requirements
- control quality of supplied materials
- coordinate a team to achieve optimum performance
- demonstrate safe working practices
- use literacy skills to read, interpret and follow organisational policies and procedures, develop sequenced written instructions, record accurately and legibly information collected and select and apply procedures to a range of tasks
- 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 routine and more complex workplace measures and data
- 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

- environmental awareness associated with undertaking landscape project works to ensure the impact on the environment is minimal
- project contracts, documentation, plans and specifications
- possible causes of disruption to work programs and their effect on quality and time schedules
- site assessment and work site establishment
- supervision of labour and sub-contractors
- job reporting including format, frequency and documentation
- issuing of instructions, variations and RFI
- legislative requirements and legal responsibilities (including OHS)
- OHS responsibilities of employers and employees
- hazard identification, assessment and control.

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	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: • develop a project plan and apply for planning approvals if required • calculate and obtain quotes for materials and receive on site • supervise the work team and ensure a safe work environment • minimise environmental risks and impacts • monitor the landscape works through to completion and rectify problems • complete a landscape works report and present to management and client.
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.	
Landscape project works may include:	• planting programs • turf installation and cultivation • the erection of landscape structures and features • installation of drainage and irrigation • garden maintenance or restoration

RANGE STATEMENT	
	• construction of walking tracks • boardwalks and safety rails • earthworks involving land shaping and stabilisation of slopes and embankments.
Landscape project works may include:	• amenity and/or natural areas.

Unit Sector(s)

Unit sector	Landscape
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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