

# LANAHL26 - SQA Unit Code AT62 04

## Estimate resource requirements and programme work



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### Overview

The elements are:

1. Estimate the resources required by programmes
2. Sequence and programme work

This unit covers two important functions carried out when programming work in horticultural and other landscape areas. You need to estimate the following resource requirements:

1. labour
2. equipment
3. materials
4. finance
5. specific expertise

You are also required to sequence and programme the above when planning work.

This work may be internal to the organisation or carried out on a contract basis for a client.

In both elements there is an important requirement for work to be programmed efficiently so that it meets contract targets and with the minimum of wastage.

### Performance criteria

*You must be able to:*

#### **Estimate the resources required by programmes**

- P1 identify the nature, extent, required outcome and standards of proposed work clearly and accurately
- P2 identify required **resources** which are appropriate to the programme and arranged to avoid wastage
- P3 ensure timing of **resource** requirements work can proceed without delay
- P4 make resources available as required

*You must be able to:*

#### **Sequence and programme work**

- P5 ensure the work **programme** takes full account of the available **resources**
- P6 provide a sequence of work which meets agreed targets efficiently and effectively
- P7 use a work **programme** which enables work to be completed on time, safely and to the standard required
- P8 communicate the work **programme** effectively and in time to all **relevant people**

### Knowledge and understanding

*You need to know and understand:*

#### **Estimate the resources required by programmes**

- K1 the project planning and methods of estimating resource requirements
- K2 the effects of available options on level of cost
- K3 the effects of timing of resource provision on costs and completion
- K4 the methods to optimise resource usage and timing and minimise waste
- K5 the implications of estimating and arranging resources for both horticultural and landscape projects
- K6 a variety of suppliers of resources

*You need to know and understand:*

#### **Sequence and programme work**

- K7 project planning and monitoring
- K8 realistic work rates for the work types programmed
- K9 the methods of sequencing work to achieve targets
- K10 performance measures
- K11 the possible causes of disruption to work programmes and their effects on quality and timing
- K12 the sources of hazard encountered on landscape maintenance and measures for their reduction
- K13 the principles and application of risk assessment

### Additional Information

#### Scope/range related to performance criteria

#### Estimate the resources required by programmes

1. **Programmes:**
  - 1.1. soft landscape
  - 1.2. hard landscape
  - 1.3. interior landscape
  
2. **Resources:**
  - 2.1. labour
  - 2.2. equipment
  - 2.3. materials
  - 2.4. finance
  - 2.5. specific expertise

#### Sequence and programme work

3. **Programmes:**
  - 3.1. soft landscape
  - 3.2. hard landscape
  - 3.3. interior landscape
  
4. **Resources:**
  - 4.1. labour
  - 4.2. equipment
  - 4.3. materials
  - 4.4. finance
  - 4.5. specific expertise
  
5. **Relevant people:**
  - 5.1. colleagues
  - 5.2. sub-contractors
  - 5.3. clients

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**Relevant occupations** Agriculture, Horticulture and Animal Care; Horticulture and forestry; Skilled Trades Occupations; Skilled Agricultural Trades; Elementary Occupations; Elementary Agricultural Occupations

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**Suite** Amenity Horticulture

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**Key words** amenity horticulture, landscape, horticultural, labour, equipment, materials, finance, tools, staff, manpower.