

**2018 Landscaping Victoria Master
Landscapers Industry Awards
Judging Sheet for Landscape Management and Maintenance**

Judging Sheet for Residential AND Commercial Entries

Entrant	Project Address

Note to Category Judge:

The emphasis for this category is on the **maintenance works** undertaken in the landscape. The judge should assess the maintenance in reference to the scope of works agreed upon between the client and the contractor, the length of time the garden has been under a maintenance program and the frequency of maintenance visits.

Judging should assess how well the contractor achieves the outcomes, the management, monitoring and reporting procedures in place and the value of the program against the appearance and health of the garden.

NOTE – Contract must have been serviced for a min 5-6 months at time of judging.

Each entry gets a mark out of 100. This is converted into a percentage and then ranked in this way.

Preliminary Checklist (Office Only)

	Yes	No	Comment
Registered Builder in correct category for the works Registered domestic builder in structural landscaping or unlimited accepted			
Systems up to standard (Worksafe requirement)			
Entry Checklist Completed			
Dropbox folder completed			
Overall submission complete			

If any items above are NO, please request further information if not submitted with 7 days from request. Project does not qualify for the industry awards. Do not go further with entry until all 'Yes' fields are complete.

Criteria

Awards Application									
Overall Professionalism of Application & Quality of Information	Poor – application is incomplete, difficult to read / understand.	Adequate – application contains the bare minimum information to describe the maintenance work contracted.				Good – application describes the maintenance program well with clear information, a good set of photographs and recording procedures are well documented.			
	0	1	2	3	4	5	6	7	8
<div> <div>Excellent – application describes the maintenance program that is in place, identifies the client's expectations for maintenance and includes a comprehensive presentation of how the maintenance program is managed and delivered.</div> <div>910</div> </div>									
Comments									

Sub-Total

/10

Maintenance Program										
Weed Management Judge to assess weed management systems in place to manage and prevent weed growth and spread	Poor – high level of weeds visible and no evidence of management system in place.	Adequate – some evidence of weed management in place but more required.	Good – management systems in place and working effectively – little to no evidence of weeds.	Excellent – innovative weed management systems evident and working very effectively. Contractor demonstrating thorough understanding of weeds.						
	0	1 2 3 4	5 6 7 8	9 10						
Comments										
Mulch in Garden Beds Judge to assess if sufficient mulch is installed evenly to garden beds (50mm-70mm)	Poor – no mulch evident in garden beds.	Adequate – inconsistent depth of coverage of low quality mulch in garden beds, foreign objects present in mulch.	Good – good coverage of quality mulch to all garden beds but lacks detailing around plants and objects.	Excellent – good depth of quality mulch to all garden beds with all areas detailed and no build up around plant bases.						
	0	1 2 3 4	5 6 7 8	9 10						
Comments										
Water Efficiency Evaluates what mechanisms have been implemented to maximise water efficiency in garden	Poor – no consideration given to garden maintenance for efficient use of watering systems.	Adequate – some consideration given, however plant health not exhibiting effectiveness of watering program.	Good – maintenance program demonstrates thought given to water management, plant health reflecting effective processes.	Excellent – innovative techniques utilised to maintain excellent plant health and maximise water efficiency.						
	0	1 2 3 4	5 6 7 8	9 10						
Comments										
Maintenance Program The success of the maintenance program is dependent on how well the contractor utilises the contracted time to achieve the best outcome for the client and the garden	Poor – contracted maintenance program not effective to achieve value for client.	Adequate – contracted program achieving ok results for overall appearance, however green life health not reflective of time attributed.	Good – distribution of maintenance work across all areas appears to be working well for garden outcomes.	Excellent – overall appearance suggests maintenance program very well designed to achieve maximum benefit for garden and excellent value for client.						
	0	1 2 3 4	5 6 7 8	9 10						
Comments										
Reporting Systems Evaluates what systems of communication exist between client and contractor to ensure best practice outcomes for money spent	Poor – no communication in place outside of invoice for services rendered. No indication that contractor is taking proactive role in maintaining and managing garden.	Adequate – contractor providing basic report of works performed. No process in place for further developing and managing garden maintenance.	Good – contractor provides clear information on garden back to client and demonstrates an understanding of the clients and gardens needs and manages both well.	Excellent – contractor takes proactive role in management of the garden and provides written reports to client with recommendations on courses of action to be taken.						
	0	1 2 3 4	5 6 7 8	9 10						
Comments										

Chemical Use Assesses the appropriate application of chemical or non-chemical solutions for insect and weed management and the OH&S procedures in place for chemical use	Poor – chemicals used in adhoc fashion with no demonstrated understanding of their use or correct application. No OH&S systems in place.	Adequate – chemicals used appropriately as required but no consideration given to alternative solutions for weed and insect management.	Good – use of chemicals where necessary has been appropriate and well considered and managed. OH&S procedures in place whilst using chemicals. Contractor demonstrates thorough knowledge of chemical use and application. Evidence of consideration for alternative solutions.	Excellent – contractor has demonstrated thorough understanding of gardens needs and developed best practice solutions for management with minimal chemical use and effective alternative solutions working well in the garden.
	0	1 2 3 4	5 6 7 8	9 10
Comments				

Maintenance Manual Skills Evaluates how well the garden has been physically managed including pruning, mowing, rubbish removal, fertilising	Poor – pruning poor, lawn mown inconsistently, edging not consistent, evidence of uneven fertilising resulting in poor plant and lawn health or death.	Adequate – garden is neatly maintained but skills demonstrated are adhoc with room for improvement in some areas.	Good – skills demonstrated show knowledge of best practice in garden maintenance, pruning appropriate to achieve desired outcome, plants and lawn in good health, hedging straight and well clipped.	Excellent – contractor demonstrates excellent skills with maintenance works and garden is immaculate, without looking 'over maintained'. Excellent understanding of specific site and green life needs.
	0	1 2 3 4	5 6 7 8	9 10
Comments				
Overall Success of Maintenance Program Evaluates the overall success of the Maintenance and Management Program that is in place	Poor – the initial appearance of the garden would not support the suggestion that a maintenance program is in place.	Adequate – the maintenance program contributes to a neat garden appearance. Ok value for money without contributing to the ongoing development of the garden.	Good – a well thought out and utilised maintenance program in place providing effective results for the garden. Management and communication back to the client working well.	Excellent – exemplary maintenance and management program that offers the client great value for money, contractor actively participates in the development of the gardens care and works to continually improve the program achieving best practice results.
	0 1 2 3 4 5	6 7 8 9 10	11 12 13 14 15	16 17 18 19 20
Comments				

Sub Total

/90

ADDITIONAL COMMENTS:

TOTAL

/100

%

Judges name(s) _____

Judges Signature(s) _____

Date of Judging _____