

The background of the page is a faded, light-colored photograph of a woman with long dark hair, wearing a red long-sleeved top, sitting at a desk and smiling while looking at a laptop. The image is semi-transparent, allowing the text to be clearly visible over it.

2024/25

# Training Guide

## for Local Government

[train@fusionts.com.au](mailto:train@fusionts.com.au)

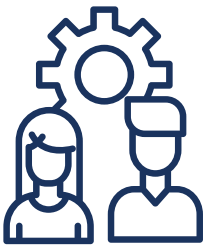
[www.fusiontrainingsolutions.com.au](http://www.fusiontrainingsolutions.com.au)

1300 643 484

Innovative Learning Solutions Pty Ltd t/a Fusion Training Solutions  
RTO ID 91812

# Fee free and funded qualifications in NSW

The NSW government is currently **funding some vocational training:**



## Apprenticeships and Traineeships

All apprentices and some trainees (new entrant trainees that have been employed for no more than 3 months full time or 12 months part time) are entitled to **fee free training** in NSW, for **all qualifications**.



## Priority skills qualifications

Some priority skills qualifications are either fully or largely subsidised by the NSW government: **civil construction, plant operations, water industry operations**, and more.



## Federal budget

Some federal subsidies are also available for certain qualifications (**Cert IV Civil Construction, Cert III Parks and Gardens, Cert III Landscape Construction**).

**Contact us to learn more.**

# Who we are and what we do



**10,000+ students** trained

Trusted training provider for  
**+70 councils across NSW**



**NSW Smart and Skilled** provider

**Fully funded, subsidised** or fee  
negotiated training



**1,300+ towns** reached across  
**NSW**

**Workplace-based training:**  
we come to you

# Our vocational outcomes suited to Local Government



# Our training

full qualifications and short courses

## Certificate III

Civil Construction

Civil Construction  
Plant Operations

Water Industry  
Operations

Waste Management

Parks and Gardens

Local Government

Landscape Construction

## Certificate IV

Civil Construction

Water Industry  
Operations

Work Health and Safety

Local Government

## Short Courses

Powerlines

Confined spaces

Chemicals handling

Chainsaw

Working at heights

First Aid and CPR

Safety observer/spotter

Plant SoA/VoC

*All training is workplace-based.  
Ask us about funding and fee free  
training availability in your area.*



### Duration

12 - 24 months



### Type of Course

Full Qualification  
Apprenticeship  
Traineeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484



### Ask us about related training in:

- Plant Operations
- Landscape Construction

# RII30920

## Certificate III in Civil Construction

### Core Units

RIIBEF201E Plan and organise work

RIICCM201E Carry out measurements and calculations

RIICCM203E Read and interpret plans and job specifications

RIICOM201E Communicate in the workplace

RIIRIS301E Apply risk management processes

RIISAM203E Use hand and power tools

RIISAM204E Operate small plant and equipment

RIIWHS201E Work safely and follow WHS policies and procedures

### Elective Units (Example unit set)

RIICCM202E Identify, locate and protect underground services

RIICCM205F Carry out manual excavation

RIICCM206E Support plant operations

RIICCM208E Carry out basic levelling

RIICCM209E Carry out concrete work

RIICCM210E Install trench support

RIIRTM203E Work as a safety observer/spotter

RIIWMG203E Drain and dewater civil construction sites

RIIIMG301E Maintain site records

BSBXTW301 Work in a team

RIIHAN308F Load and unload plant

RIICPL302E Install stormwater systems

RIICRC201E Repair potholes

RIICRC203E Install sub-soil drainage

RIICRC208E Lay pipes

RIICRC306E Conduct earthworks

RIICRC301E Maintain drainage systems

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 24 units of competency.*



### Duration

12 - 24 months



### Type of Course

Full Qualification  
Apprenticeship  
Traineeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# RII30820

## Certificate III in Civil Construction Plant Operations

### Core Units

RIIBEF201E Plan and organise work

RIICCM201E Carry out measurements and calculations

RIICCM202E Identify, locate and protect underground services

RIICCM203E Read and interpret plans and job specifications

RIICCM205F Carry out manual excavation

RIICCM206E Support plant operations

RIICCM207E Spread and compact materials manually

RIICCM208E Carry out basic levelling

RIICOM201E Communicate in the workplace

RIIRIS301E Apply risk management processes

RIISAM201E Handle resources and infrastructure materials  
and safely dispose of nontoxic materials

RIISAM203E Use hand and power tools

RIISAM204E Operate small plant and equipment

RIIWHS201E Work safely and follow WHS policies and  
procedures

RIIWGM203E Drain and dewater civil construction sites

### Elective Units (Example unit set)

RIIMPO318F Conduct civil construction skid steer loader  
operations

RIIHAN309F Conduct Telescopic Handler Ops

RIIMPO317F Conduct roller operations

RIIMPO320F Conduct civil construction excavator operations

RIIMPO324F Conduct Grader Ops

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 20 units of competency.*



### Duration

9 - 15 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Blended  
Face-to Face  
Online



### Contact

train@fusionsolutions.com.au  
1300 643 484

# NWP30222

## Certificate III in Water Industry Operations

### Core Units

BSBWHS308 Participate in WHS hazard identification, risk assessment and risk control processes

NWPGEN019 Assess, implement and report environmental procedures

### Elective Units (Example unit set)

NWPNET061 Maintain and repair network assets for drinking water

NWPNET040 Maintain and repair network assets for wastewater

NWPNET049 Construct and install water distribution assets

NWPNET050 Construct and install wastewater collection assets

NWPNET064 Control electrical risk on metallic pipes

RIIWHS202E Enter and work in confined spaces

NWPGEN017 Apply the risk management principles of the water industry standards, guidelines and legislation

NWPGEN020 Sample and test source and drinking water

NWPTRT039 Operate and control solids handling processes

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 11 units of competency.*





### Duration

9 - 15 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Blended  
Face-to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# CPP30719

## Certificate III in Waste Management

### Core Units

TLIF10025 Follow work health and safety procedures

CPPWMT3001 Identify and segregate waste

CPPWMT3002 Conduct waste resource recovery

CPPWMT3003 Identify and respond to hazards and  
emergencies in waste management

### Elective Units (Example unit set)

CPPCMN3006 Provide effective client service

CPPWMT3006 Receive, transfer and dispatch waste

CPPWMT3007 Process waste using plant

CPPWMT3008 Store and monitor contained waste

CPPWMT3009 Place, compact and cover waste at landfill  
sites

CPPWMT3010 Maintain waste landfill sites

TLID1001 Shift Materials using manual handling  
methods

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 12 units of competency.*



### Duration

12-24 months



### Type of Course

Full Qualification  
Apprenticeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# AHC31024

## Certificate III in Parks and Gardens

### Core Units

AHCIRG346 Operate pressurised irrigation systems

AHCMOM304 Operate machinery and equipment

AHPCPM306 Provide information on plants and their culture

AHCPGD307 Implement a plant establishment program

AHCPGD309 Perform specialist amenity pruning

AHCPGD310 Implement a landscape maintenance program

AHCPMG301 Control weeds

AHCPMG302 Control plant pests, diseases and disorders

AHCSOL304 Implement soil improvements for garden and turf areas

AHCTRF309 Implement a grassed area maintenance program

AHCWHS302 Contribute to workplace health and safety processes

### Elective Units (Example unit set)

AHCCHM304 Transport and store chemicals

AHCCHM307 Prepare and apply chemicals to control pest, weeds and diseases

HLTAID011 Provide first aid

AHCPCM303 Identify plant specimens

RIIWHS204E Work safely at heights



### Ask us about related training in:

- Landscape Construction
- Conservation and Ecosystem Management
- On Country Management



### Duration

4 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Online workshops and  
self-paced learning



### Contact

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# LGA30120

## Certificate III in Local Government

### Core Units

BSBOPS203 Deliver a service to customers

BSBWHS311 Assist with maintaining workplace safety

BSBXCM301 Engage in workplace communication

LGACOR001 Work in local government

### Elective Units (Example unit set)

BSBSTR301 Contribute to continuous improvement

BSBTEC301 Design and produce business documents

BSBINS302 Organise workplace information

BSBINS309 Maintain business records

BSBWRT311 Write simple documents

BSBXTW301 Work in a team

BSBXCS303 Securely manage personally identifiable  
information and workplace information

BSBLDR411 Demonstrate leadership in the workplace

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 12 units of competency.*



### Duration

12-24 months



### Type of Course

Full Qualification  
Apprenticeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# AHC30921

## Certificate III in Landscape Construction

### Core Units

AHCDRG305 Install drainage systems

AHCLSC311 Set out site for construction works

AHCLSC312 Construct brick and block structures and features

AHCLSC313 Construct stone structures and features, and install stone cladding

AHCLSC316 Implement a paving project

AHCLSC317 Construct landscape features using concrete

AHCLSC319 Implement a retaining wall project

AHCP306 Provide information on plants and their culture

AHCPGD307 Implement a plant establishment program

AHCSOL304 Implement soil improvements for garden and turf areas

### Elective Units (example unit selection)\*

AHCMOM213 Operate and maintain chainsaws

CPCWHS2001 Apply WHS requirements, policies and procedures in the construction industry

AHCMOM304 Operate machinery and equipment

AHCP304 Recognise plants

+ any 3 UoC from any package



### Ask us about related training in:

- Parks and Gardens
- Conservation and Ecosystem Management
- On Country Management



### Duration

12-18 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# RII40720

## Certificate IV in Civil Construction

### Core Units

BSBLDR411 Demonstrate leadership in the workplace

BSBOPS402 Coordinate business operational plans

BSBWHS411 Implement and monitor WHS policies, procedures and programs to meet legislative requirements

RIICWM401E Supervise civil works

RIIRIS401E Apply site risk management system

### Elective Units (Example unit set):

RIICWM402E Supervise civil works contractors

BSBPEF402 Develop personal work priorities

BSBSTR402 Implement Continuous Improvement

BSBINS402 Coordinate workplace information systems

RIIMPO402D Apply the principles of Earthwork Construction

RIIRISE301E Apply Risk Management Processes

BSBSUS411 Implement and monitor environmentally sustainable work practises

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 12 units of competency.*



### Duration

12 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Blended  
Face to Face  
Online



### Contact

train@fusionts.com.au  
1300 643 484

# NWP40120

## Certificate IV in Water Industry Operations

### Core Units

BSBPEF402 Develop personal work priorities

BSBWHS411 Implement and monitor WHS policies, procedures and programs

NWPGEN030 Coordinate and monitor the application of environmental plans and procedures

### Elective Units (Example unit set)

SBLDR414 Lead team effectiveness

BSBOPS402 Coordinate business operational plans

BSBWHS414 Contribute to WHS risk management

BSBWHS416 Contribute to workplace incident response

NWPNET055 Coordinate and manage maintenance and repair of network assets

NWPGEN029 Contribute to continuous improvement of quality systems

NWPGEN032 Ensure compliance with water industry standards, guidelines and legislation

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 10 units of competency.*



### Duration

12 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Online



### Contact

train@fusionts.com.au  
1300 643 484

# BSB41419

## Certificate IV in Work Health and Safety

### Core Units

- BSBWHS412 Assist with workplace compliance with WHS laws
- BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes
- BSBWHS414 Contribute to WHS risk management
- BSBWHS415 Contribute to implementing WHS management systems
- BSBWHS416 Contribute to workplace incident response

### Elective Units (Example unit set)

- BSBCMM411 Make presentations
- BSBWHS417 Assist with managing WHS implications of return to work
- BSBWHS418 Assist with managing WHS compliance of contractors
- BSBWHS419 Contribute to implementing WHS monitoring processes
- BSBXCM401 Apply communication strategies in the workplace

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 10 units of competency.*



### Duration

9 months



### Type of Course

Full Qualification  
Traineeship



### Delivery

Online



### Contact

train@fusionts.com.au  
1300 643 484

# LGA40120

## Certificate IV in Local Government

### Core Units

BSBOPS304 Deliver and monitor a service to customers

BSBOPS403 Apply business risk management processes

BSBWHS411 Implement and monitor WHS policies, procedures and programs

BSBXCM401 Apply communication strategies in the workplace

LGACOR001 Work in local government

### Elective Units (example unit set for Regulatory Control stream)

PSPINV001 Plan and initiate an investigation

PSPREG033 Apply regulatory powers

PSPREG036 Act on non-compliance

PSPREG040 Undertake inspections and monitoring

PSPLEG007 Comply with legislation in the public sector

LGAREG003 Manage conflict situations in a regulatory environment

LGAREG001 Implement parking controls

*Unit requests outside of this will need to be discussed with us.  
Candidates must demonstrate competency in 12 units of competency.*



## Short Courses and Skill Sets

Unit Code	Unit of Competency	Duration	Maximum Students	Cost (per day)
UETDREL006	Work safely in the vicinity of a live electrical apparatus as a non- electrical worker	1 Day	18	\$3,700.00
RIICCM202E	Identify, locate and protect underground services	1 Day	18	\$3,500.00
AHCMOM213	Maintain and operate chainsaw	2 Days	8	\$3,000.00
RIIWHS202E	Enter and work in confined spaces	1 Day	12	\$3,750.00
RIIWHS204E	Work safely at heights	1 Day	12	\$3,500.00
RIIHAN301E	Operate elevating work platform	2 Days	12	\$3,500.00
RIIHAN308F	Load and unload plant	1 Day	12	\$3,500.00
HLTAID009 and HLTAID011	First aid and CPR	1 Day	15	\$3,000.00
RIICOM201E	Communicate in the workplace	1 Day	18	\$3,000.00
RIIWHS201E	Work safely and follow WHS policies and procedures	1 Day	18	\$3,000.00
NWPNET064	Control electrical risk on network pipes	1 Day	18	\$3,000.00
AHCCHM304 and AHCCHM307	Transport and store chemicals Prepare and apply chemicals to control pest, weeds and diseases	2 Days	15	\$3,000.00
RIIRTM203E	Work as a safety observer/spotter	1 Day	12	\$3,500.00

We also offer Verification of Competency (VOC) and smaller groups by agreement.



For all queries, please contact  
1300 643 484  
[train@fusionts.com.au](mailto:train@fusionts.com.au)

## Short Courses for Local Government

### Suggested Best Practice Guidelines

It is crucial to keep your staff up-to-date to ensure ongoing compliance and safety at work.

With more than a decade of experience working with local government and councils, we suggest refreshing your staff's competencies according to this guide.\*

*\*refer to your organisation's internal policy*



#### Unit of Competency:

#### Refresher Frequency:

Plant VoC (roller, dozer, loader etc)	1 year
Work safely in the vicinity of a live electrical apparatus as a non- electrical worker	1 year
Control electrical risk on network pipes	2 years
Identify, locate and protect underground services	2 years
Maintain and operate chainsaw	2 years
Enter and work in confined spaces	2 years
Work safely at heights	2 years
Operate elevating work platform	2 years
Load and unload plant	2 years
First aid and CPR	2 years
Work safely and follow WHS policies and procedures	3 years
Work as a safety observer/spotter	3 years
Plant SoA (roller, dozer, loader etc)	3 years



We deliver all our refreshers onsite at your location



Want to book a refresher course with Fusion Training Solutions?

[train@fusionts.com.au](mailto:train@fusionts.com.au)

1300 643 484