

Landscape Maintenance Plan

0319-0645-00-L05

139-149 Boundary Road, North Melbourne

Prepared for: Blue Earth Group Pty Ltd

Issue for: TPE – Rev 00

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Quality Assurance

Landscape Maintenance Plan
139-149 Boundary Road, North Melbourne

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Prepared By
K. Jordan
Reviewed By
J. Fischer
Project Principal
K. Jordan
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Revisions

Rev	Date	Details	Prepared By	Reviewed By	Project Principal
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Maintenance Plan Works

1 Overview

Tract Consultants Pty Ltd has been commissioned by **Blue Earth Group Pty Ltd** as Landscape Architects for the redevelopment of a mixed-use development at **139-149 Boundary Road, North Melbourne** (noted as subject site here-on).

Significant landscape installations are proposed as part of the development including:

- Ground floor planting (Upper and Lower Ground Level) & laneway planting (to future Council assets)
- Communal area planting at intermediate levels – Level 03, 05, 07 & 09 – north of the lift core
- Roof top terrace to Level 11

This landscape maintenance program for **139-149 Boundary Road, North Melbourne** is a requirement of Melbourne City Council Planning Permit **PA1900753-1**. **The purpose of this schedule is to provide an outline of the maintenance requirements beyond the fifty-two week period following Practical completion of the works.**

THIS SCHEDULE IS TO BE READ IN-CONJUNCTION WITH THE PERMIT AND ENDORSED DRAWINGS.

The owner's corporation or its representative are responsible for ensuring the Landscape Maintenance Contractor provides Safe Work Methods Statements (SWMS), OHS certificates, accreditation documentation and insurance certificates to the satisfaction of the owner's corporation or its representative.

2 Maintenance Expectations

2.1 Scope

The landscape at subject site is to present at all times as a high-quality, well-maintained environment.

The landscape contractor is responsible for the maintenance of all green infrastructure throughout the defects liability period (the period between PC and Handover) and may be appointed beyond this time by the Owner's Corporation or its representative as the Landscape Maintenance Contractor. Ongoing maintenance beyond the defects period of the site beyond the defects period will be the responsibility of the Landscape Maintenance Contractor, with oversight by the Owners Corporation or its representative.

The following list of maintenance actions applies to the landscape hardworks and softworks inclusive of trees to be retained. Maintenance means the care and maintenance (post-implementation of the landscape softworks) of the contract area by accepted horticultural practices, as well as rectifying any defects that become apparent in the works under normal use.

Maintenance of the landscape works includes, but is not necessarily limited to, the following items as required:

- Weed, pest and disease control for plants;
- Fertilising of garden bed areas, including foliar application as required;
- Maintenance of garden beds including cultivation of soil;
- Immediate replacement planting of dead / damaged plant stock in accordance with the approved Plant Schedules;

- Arboricultural maintenance, pruning and replacement tree planting where applicable;
- Soil moisture testing of evergreen and deciduous tree root zones;
- Topping up planters with the specified lightweight soil as required;
- Checking and clearing of drainage infrastructure;
- Testing for adequacy and subsequent addition of soil organic matter;
- Mulching of trees and garden beds;
- Staking and tying of trees and removal of stakes and ties when required;
- Cleaning of all garden areas and removal of all rubbish/spoil/debris/litter from site;
- Repair of vandalism;
- Monitoring of irrigation system including management, maintenance, programming and supervision;
- Cleaning of footpaths/paved areas of building dirt and mud;
- Cleaning of furniture, barbeques and structures in common areas and removal of rubbish;
- Re-applying specified oil or sand down and touch up paint as necessary to timberwork;
- Monitoring of play equipment and undersurfacing for outdoor play standards;
- Monitoring of functioning and structural integrity of balustrades, handrails and fencing;
- Remove any splinters and sand down sharp edges of cracks that may have developed in timber surfaces; and
- Monitoring of all landscape lighting.

2.2 Quality Assurance

Contractor's Qualifications

Minimum three years' experience in similar work as required by this Plan.

The Contractor to provide evidence of the appropriate affiliation with the Australian Landscape Contractors Association (Landscaping Victoria) or approved equivalent. Submit evidence of completed similar work with contact names and telephone numbers.

Horticultural and maintenance staff are to be trained to an appropriate standard to satisfy the landscape vision and minimum maintenance standards. Preference shall be given to qualified or trained horticultural staff.

Staff shall be:

- Familiar with names and requirements of individual plants and group plantings, (i.e. water, fertilizer and ecological niche) to ensure desired quality and health.
- Knowledgeable about planting maintenance procedures and practices appropriate to the site.

A written briefing/management plan shall be provided to the on-site staff that states the Client expectations, to clearly establish an understanding of minimum standards.

Traffic management

Where required or when works have the potential to affect the public, provide traffic management strategy which identifies access and safety.

Safety

Provide evidence of workers compensation, public indemnity insurance and works insurance. Undertake risk assessment and identify risk management strategy. Provide certification for working at heights and use of heavy machinery. Inspections and coordination of roof anchors prior to works.

3 Maintenance Program

3.1 General

All elements repaired or replaced are to match the existing unless otherwise approved by Council/Client.

All elements should be maintained clean, hygienic and safe and be available to be used at all times for their designated purpose. Clean all exposed surfaces for dust and other debris. Inspect to ensure contract works are not showing signs of weathering.

3.2 Litter Removal

The Contractor shall keep the site in a neat and tidy condition free of litter, debris or extraneous materials not associated with the works at any time the site is accessible to the public.

During the maintenance period, the Contractor shall remove by hand any litter, debris, foreign matter and weed growth (including wind-blown litter from any source) that may occur throughout the contract area so that periodically the area may be observed in a completely clean and tidy condition.

Regularly remove and dispose of all rubble from the works areas.

Regularly, including after storm events, pick up debris, litter, dropped branches and all clippings etc.

If requested by Council, the Contractor must address the issue to Council's satisfaction within 24 hours. Failure to do so will result in fines and or Council undertaking the works and the invoice forwarded to the Developer for payment and or bond retention.

3.3 Graffiti / Vandalism

Report any graffiti, vandalism or damage to the Building Manager and seek instruction.

Graffiti is to be removed from any visible surface within a two-week period (maximum duration) and works reinstated, with no missing or damaged items.

3.4 Garden beds and planted areas

The Landscape Contractor is required to maintain all plant material in accordance with the following standards of performance:

- Regularly dead head spent flowers.
- All vegetation to be trimmed back to back of kerbs or planter edges in car parks, footpaths, roads and along laneways.
- Tip prune nominated border and edge plants to form formal hedges to the nominated heights.
- Ensure the plants fulfil their life expectancy.
- Dead and senescent shrubs shall be removed, and replacements planted at the appropriate time of the year, or at the direction of the Landscape Architect/Principal, to maintain the plant densities as designed.
- Tussock and sword leaf plants shall be kept tidy. Dead leaves shall be removed from the base of the leaf and under no circumstances trimmed indiscriminately with hedge clippers
- Surface of garden bed areas shall be well covered by plant growth.
- Garden bed soil to be well cultivated.
- Mulch to be maintained at a depth of 75mm with the base of trees and stems of shrubs to be free of mulch to prevent collar rot (or 50mm granitic materials for upper levels).
- Plants shall be healthy, pest and disease free. Soil testing should be undertaken on a regular basis to ensure water holding capacity is optimal, nutrient levels are optimal, compaction of soil is not affecting growth and that pH levels are neutral.
- Dead and senescent shrubs shall be removed and replacements planted at the appropriate time of the year, or at the direction of the Landscape Architect/Principal, to maintain the plant densities as designed.

- Plants shall be well shaped and true to form. Prune as required to maintain appearance and remove any dead or damaged branches Plants shall be dead headed within 7 days of flower heads declining.
- Garden beds shall be weed free.
- Garden beds are kept free of all ground litter, debris and dumped rubbish.
- Top up garden bed planters with the specified lightweight soil as required.
- Undertake soil scarification, organic matter addition and careful deep cultivation every 3-5years as a minimum. Works are to be schedule for late autumn or the early winter months.
- Inspect all trees, shrubs, perennials, and other plant material on a weekly basis to maintain active healthy growth.
- Cover exposed irrigation tubing with mulch.

3.5 Lower level raised planters

The raised planters to the lower levels (including hanging gardens/ climbing plants) shall be regularly maintained to ensure that the climbing/hanging plants look their best all year round. Access to the planting can be undertaken externally via the main courtyard or laneways from a scissor lift (or similar).

The Landscape Maintenance Contractor must demonstrate to the Owners Corporation or their representative, the relevant SWMS, training and accreditation for working safely at heights. The frequency of maintenance should be carried out as per the maintenance schedule section of this maintenance plan.

Generally, the maintenance contractor will perform the following:

- Prune plants to ensure dense foliage;
- Trim excessive plant growth to ensure a neat and balanced green façade;
- Remove and or replant dead or diseased plant material;
- Remove weeds;
- Apply slow release fertiliser as required;
- Ensure automatic irrigation system is functioning properly;
- Regularly inspect the structure for faults or damage and make repairs as required;
- Tension wires as applicable;
- Checking and clearing of drainage infrastructure; and
- Topping up of organic mulch layers.

3.6 Upper level planters

The planters to upper levels shall be regularly maintained to ensure that the plants look their best all year round. Where difficult to access to perform the maintenance, the maintenance to the roof top and outdoor terraces, can be undertaken via the fall arrest system or rope access. The frequency of maintenance should be carried out as per the maintenance schedule section of this maintenance plan.

Generally, the maintenance contractor will perform the following:

- Prune plants to ensure dense foliage;
- Trim excessive plant growth to ensure a neat and balanced green façade;
- Remove/replant dead or diseased plant material;
- Remove weeds ;
- Apply slow release fertiliser as required;
- Ensure automatic irrigation system is functioning properly;
- Regularly inspect the structure for faults or damage and make repairs as required;
- Checking and clearing of drainage infrastructure; and
- Topping up of inorganic mulch layers.

3.7 Weed Control

Residents of dwellings to be notified no less than 1 day prior to weed spraying

Control noxious, broadleaf weeds and paspalum in all garden bed areas with approved herbicides.

Spray all weeds with an appropriate herbicide according to manufacturer's instructions or removed by hand so that at fortnightly intervals, all garden beds and grass areas may be observed in a completely weed free condition.

Spot spraying of broadleaf weeds and other undesired vegetation in non-irrigated areas.

Application of herbicide is not permitted around the base of trees.

Herbicide applications must include a marker dye and be undertaken on windless days.

3.8 Plant Replacement

During the defects liability period, any plant which is dead, or which does not show healthy growth and satisfactory foliage condition must be replaced by the Landscape Contractor at their expense.

Where plants are stolen or damaged by acts of wonton vandalism, the Landscape Contractor is responsible for the first 10% of plant loss, based on total plant numbers. Plant losses over and above the initial 10% of total plants are to be provided at the Client's expense.

Beyond the defects liability period the Owners Corporation or its representative is responsible for oversight of plant replacement via contract with the Landscape Maintenance Contractor.

The Landscape Maintenance Contractor must inspect all plant material including trees, shrubs, and groundcovers on a fortnightly basis to identify any plants which have failed.

Plants will be deemed to have failed generally when any of the following occur:

- Pest infestation or disease present, sufficient to jeopardize the health and vigour of the plant, causing plant to be incapable of being restored to a healthy state.
- Sufficient mechanical damage to permanently disfigure the plant
- No evidence of active new growth or satisfactory foliage condition (appropriate to the season)

The Landscape Maintenance Contractor shall replace, at their cost, all plant material that has failed due to failure by the Landscape Contractor to provide proper horticultural care. Replacements shall be of a similar size and quality and identical species or variety to the plant which has failed, unless otherwise directed, and replaced within one (1) week. The Landscape Contractor will be responsible for damage to garden beds areas consequent to his activities during the entire Maintenance Period.

3.9 Irrigation Scheduling and System Maintenance

Maintain the system against faulty workmanship and materials.

Be responsible for the testing and satisfactory performance of the complete irrigation system.

Undertake periodic inspections to ensure the system is:

- Safe and functioning operational requirement;
- Delivering water to all nominated gardens / tree areas (Check water pressure);
- Adjusted for seasonal or frequency requirements; and
- Annually flushes to reduce sediment build up and maintain clear flows

Manually test and inspect the irrigation system regularly and monitor automated systems (check volume of irrigation delivered, its frequency and substrate moisture content). Check all solenoids operation from control box, check for leaks and battery strength.

Ensure water moisture sensors are fully functional and conduct periodic inspections to assess soil moisture and plant health manually. The contractor shall adjust the system as required to maintain plant health.

Repair damaged or worn elements, as required.

Should the system require repair work, the Contractor shall undertake the work within 48hrs of notification. If failure to do so, the Client may pay for another Contractor to do this rectification work and forward the invoice to the Contractor for reimbursing.

3.10 Drainage Infrastructure

Regularly check and clear the drainage infrastructure of litter, organic material or other blockages.

Maintain the system against faulty workmanship and materials.

Ensure the drainage system for each landscaped area is fully functional in accordance with the stormwater drainage layout plans by the Project Engineer.

3.11 Litter Removal

Remove by hand any litter, plant debris and weed growth (including wind-blown litter from any source) that may occur throughout the contract area so that at weekly intervals the area may be observed in a completely clean and tidy condition.

3.12 Playspace & Outdoor Fitness areas

The Contactor must maintain and keep an up-to-date accurate record relating to the playground and fitness area. Report any structural defects to the Building Manager and seek direction, should any defects become apparent.

The required inspections include:

- Routine Visual Inspection identifies obvious hazards that can result from normal use, vandalism or weather conditions. Typical hazards can take the form of broken parts or broken bottles (minimum weekly)
- Operational Inspections is more detailed than a Routine Visual Inspection to check the operation and stability of the equipment. Typical checks include an examination for wear. (typically quarterly)
- Annual Inspection must be completed by a suitably qualified Independent Risk Assessment Auditor.

Note to Proprietor

Owners and operators must maintain and keep an up-to-date accurate record relating to the playspace, fitness area and equipment.

Maintenance and Establishment means the care and maintenance of the contract area by accepted industrial practices, as well as rectifying any defects that become apparent in the works under normal use. This includes, but is not necessarily limited to, the following playground items, play space areas, equipment, artwork and structural elements where required:

- Free from damage and hazards and meet Australian standards;
- Periodically service the equipment – including re-tensioning, lubricating bearings, sanding of wooden elements;
- Repair or seal any tears, gaps or shrinkage cracks that arise in the rubber surface;
- Report graffiti and other vandalism to the Building Manager (for direction);
- Removal of site rubbish and debris;
- To be in sound and proper working order;
- High pressure clean synthetic softfall surfaces prior to handover;
- Maintain applied level of finish; and
- Maintain under-surfacing to compliant standard (Surfacing to appropriate condition/ depth).

Note: Any hazardous situations must be rectified within one working day. No loose connections, rough surfaces, splinters etc will be accepted.

All elements should be maintained clean, hygienic and safe and be available to be used at all times for their designated purpose. Clean all exposed surfaces for dust and other debris. Inspect to ensure contract works are not showing signs of weathering.

3.13 Hardworks Generally

Annually and as required the contractor shall allow to undertake the following maintenance works:

- Reinstall, re-fix or replace any disturbed or loose pavers or pedestals.
- Remove any splinters and sand down sharp edges of cracks that may have developed;
- If deemed necessary by the Building Manager fill in large splits and cracks with epoxy;
- Flush drains and clean pits;
- Re-apply specified oil or sand down and touch up paint as necessary; and
- Wash down and clean planter walls.

3.14 Structures and Furniture

a) Masonry

All damaged masonry walls require reinstatement by a professional mason.

Where repair or reinstatement is required, clean up mortar droppings, debris, stains etc., remove scaffolding, make good all blemishes and leave work in a first class condition.

Avoid damage to walls and other materials. Acid must not be used to clean blockwork walls and eroding of joints to be avoided if using pressure spraying.

b) Steelwork

Ensure steelwork is regularly cleaned and maintained.

c) Timberwork

Ensure all surfaces are clean and free from visual defects, splinters and fine sanded or dressed as noted

Regularly monitor all timber for un-natural deformations, twisting, cupping, movement or cracking. Where timber shrinkage or cracking occurs, seek instruction from the Building Manager.

Where cracking occurs through the centre or heart of a structural member, urgently seek instruction from the Building Manager.

d) Fixings

Tighten bolts, screws and other fixings so that joints and anchorages are secure at handover.

e) Public Furniture

All seats accessible to the public to be maintained free of splinters, painted, oiled or stained, securely fixed in place. Painted oiled and stained seats to be inspected every 2 years typically.

f) Water Fountain

Ensure proper functioning of the water fountains, including not leaking from the base. Test the valve connection and pressure periodically.

g) Barbeque Areas

All surfaces surrounding and including the public barbeque (including pedestrian hardstand areas) must be cleaned using appropriate methods that are both hygienic and safe for potential facility users.

Barbeque areas should be cleaned fortnightly (minimum), on the day before every weekend and on the day prior to public holidays. An allowance should be made for additional reactive cleaning on an as needs basis.

3.15 Climbing wires

Inspect climbing wires to check condition and carry out repairs to ensure the wire is safe and functioning.

Where instructed, carry out repairs at time of inspection to refix components or fixings that are damaged or unsecured. Immediately make safe and take out of service any unsafe equipment and arrange for repair. Repair / replace defective or worn parts in accordance with relevant Australian Standards to ensure all elements function as designed.

Record details of works carried out.

3.16 Waterproofing

Inspect flashings over waterproofing membrane termination and inspect wall fabric for any damage from water.

Report any damage to the membrane to the Building Manager.

3.17 Other

Notwithstanding anything to the contrary of the Contract, the Owner's Corporation or their representative may instruct the Landscape Contractor to perform urgent maintenance works. Should the Landscape Contractor fail to carry out the work within seven (7) days of such notice, the Owner's Corporation or their representative reserves the right, without further notice to employ others to carry out such work at the expense of the Landscape Contractor.

4 Maintenance Schedule & Program

The frequency of tasks set-out in the following table is indicative only of perceived requirements. Actual timing and frequencies may be varied by the Landscape Maintenance Contractor or the Owner's Corporation or their representative with the provision that the subject site is to present at all times as a high-quality, well-maintained environment. All trees, plants and turf must be maintained healthy, pest and disease free. Monitoring and assessment is deemed to be critical in the successful establishment and maintenance of the landscape.

4.1 Form of maintenance program

Landscape Contractor is to ensure logbooks are kept and maintained up to date, to record the following including but not limited to:

- attendance and all maintenance activities undertaken on site;
- herbicide and pesticide usage on site and reasons for use;
- soil tests, including monitoring for soil moisture levels and amelioration measures;
- fertilising program;
- Irrigation testing and backflow device certification with relevant water authority;
- record of vandalism and damage to landscape works.

4.2 Maintenance Schedule

TASK	FREQUENCY / TIMING (Post 52-week contract period)
TREES	
Assess soil moisture levels of tree root zones	Fortnightly from Nov-March, Monthly from April-Oct
Conduct arboricultural assessment and pruning, for both structure and the removal of dead-wood	Biannually or as required to maintain appearance
GARDEN BEDS - ALL	
Topping up of mulch levels	Biannually or as required
Maintaining the plants free of pest and diseases	Seasonal spraying
Replacement of dead or dying plants	Fortnightly
Monitoring and addition of soil organic matter	Biannually
Cultivation of garden beds	Annually
RAISED PLANTERS & CLIMBING SYSTEMS	
Check for physical damage to growing medium	Fortnightly
Check for water volume in growing medium	Fortnightly
Check for plant growth condition, weeds and dead or diseased plants	Fortnightly
Check all drainage points	Fortnightly
Check climbing frame structure	Monthly
Monitor irrigation system	Fortnightly from Nov-March, Fortnightly April-Oct
GENERAL	
Weeding of garden beds	Fortnightly
Litter removal	Weekly
Monitoring for pest and disease in planting	Fortnightly from Nov-March, Fortnightly April-Oct
Monitoring of Landscape Lighting	Fortnightly
IRRIGATION	
Monitoring of Irrigation system including soil moisture sensors	Fortnightly from Nov-March, Fortnightly April-Oct
Adjustment of irrigation program and frequency based upon soil moisture levels and prevailing weather	Fortnightly from Nov-March, Fortnightly April-Oct
DRAINAGE	
Check and clear all drainage points	Monthly
HARDWORKS	
Cleaning and / or wash down of paths and paving	Weekly
Cleaning and / or wash down of structures, decking and furniture.	Quarterly and as required
Remove any splinters and sand down sharp edges of cracks that may have developed.	Annually and as required
Re-apply specified oil or sand down and touch up paint as necessary	Annually and as required

5 Completion

5.1 Handover requirements

Where the works are to be handed over to the *City of Melbourne*, make good any defects in materials or workmanship associated with the works as advised by the Building Manager for the period nominated after the date of Practical Completion and prior to the date for Final Completion.

The Contractor shall complete contracted work in accordance with contract documents and written variation orders issued by the Building Manager. The Contractor shall clean the area of works and leave them in a tidy condition.

It is the responsibility of the Contractor to contact the Building Manager to arrange a Handover inspection at the conclusion of the maintenance period.

Upon the acceptance of the site by the nominated Authority, notification of Handover Approval will be issued to the Building Manager.

5.2 Submissions

Submit manufacturer's published recommendations for maintenance and all warranty details, including electrical and plumbing certificates of compliance.

5.3 Hardworks Completion

Ensure that all works of the Contract are complete immediately prior to the expiry date of the Contract time. Remove all debris and equipment from the site and any material that may have stored on or adjacent to the site and leave the area tidy to the satisfaction of the Building Manager.

Prior to handover:

- Re-apply any applied finishes (if identified) at least two weeks prior to final completion;
- All paving or walling masonry units are to be cleaned (if required) and grouting material uniform / free of defects, re-jointed if required;
- All pavements are to be clean on completion (including removal of spoil, mulch, overspray, hydroseeding etc
- Ensure all surfaces are clean and free from visual defects, un-natural deformations, splinters, fine sanded or dressed as noted
- Ensure tactile indicators are of sound condition and fully fixed in place;
- Tighten bolts, screws and other fixings so that joints and anchorages are secure;
- Clean gutters and flush downpipes and stormwater pits, if required;
- All graffiti is to be removed;

5.4 Security

Install all locking mechanisms prior to seeking handover.

Submit all operations manuals, keys & locks and maintenance works schedules to the Authority, or as requested.

5.5 Warranties

The Contractor shall guarantee that all equipment/furniture items installed under this contract shall have capacities not less than the capacities specified.

Provide the Proprietor with copies of the manufacture's warranties.

5.6 Completion

The Contractor shall complete contracted work in accordance with the contract documents and with written variation orders issued by the Building Manager.