

# Wyndham City Council

## Landscape Subdivisions



## Information Sheet: Landscape Bonds and Fees Guidelines

### Purpose:

The purpose of this information sheet is to guide Landscape Consultants on the process to be followed for Bond Calculations and making bond payments for Landscape Works.

To outline Council's fee structure in relation to Landscape Plan Submission Process and Construction Supervision fees.

### Guidelines:

Subdivision Streetscape Works and Subdivision Reserve Landscape Works, excluding Parks required to be constructed prior to Statement of Compliance (SOC), require several bonds to be paid to Council to obtain SOC. The following pages provide an example of streetscape bond calculations, how to pay Landscape Bonds and illustrate the timeframes of the landscape bonding process from Stage plans approval through to handover.

### Streetscapes:

- **Outstanding Works Bond**  
Unless otherwise permitted the Outstanding Works Bond is calculated at 150% of the Total Cost of installation of trees and levelling of soil and other associated Landscape Works, including the associated maintenance costs for a 104-week period (2 years).
- **Naturestrips Bond**  
150% of the total cost of all the works associated with the supply and installation of turf in any nature strip works (not including trees), including the associated maintenance costs for a 104-week period (2 years).
- **Security Bond**  
This bond is calculated as 35% of the Total Cost of Scheduled Outstanding Works and Naturestrips Works including all the associated maintenance costs for a 104-week period (2 years).

### Reserves:

- **Outstanding Works Bond** 150% of the Total Cost of Landscape Works to the Reserve, including the associated maintenance costs for a 104-week period (2 years).
- **Security Bond** calculated as 35% of the Total Cost of Scheduled Outstanding Works including all the associated maintenance costs for a 104-week period (2 years). If the reserve is to be delivered prior to SOC, then this 35% Security Bond is required only (no Outstanding Works Bond).

Note: No Naturestrips Bond required for Reserves, unless agreed to in writing.

## 'EXAMPLE' STREETScape BOND CALCULATIONS:

**Note:** - 'Item Description', 'Rates' and 'Quantities' would vary depending on the individual project.

### OUTSTANDING WORKS BOND

Item	Description	Unit	Qty	Rate	Amount
1	Preliminaries, Site Establishment	Item	1	\$7,000.00	\$7,000.00
2	Grading and Levelling of soil	Sqm			
3	Trees and planting – Supply & Install 45L Trees	No.	55	\$275.00	\$15,125.00
4	Maintenance	Wks	104	\$250.00	\$26,000.00
<b>Total - Outstanding Works</b>					<b>\$48,125.00</b>
<b>Outstanding Works Bond Amount (@ 150%)</b>					<b>\$72,187.50</b>

### NATURESTRIPS BOND

Item	Description	Unit	Qty	Rate	Amount
1	Soil test (two locations)	Item	1	\$750.00	\$750.00
2	Preparation and topsoil - Ameliorate and cultivate 150mm depth approved topsoil in naturestrips	Sqm	1850	\$14.00	\$25,900.00
3	Application of appropriate herbicide to remove weed and pasture grass	Sqm	1850	\$0.50	\$925.00
4	Instant turf - Supply and installation of instant Kikuyu (recommended) or sprigs as detailed and specified	Sqm	1850	\$11.00	\$20,350.00
5	Maintenance	Wks	104	\$200.00	\$20,800.00
<b>Total – Naturestrips Works</b>					<b>\$67,800.00</b>
<b>Naturestrips Bond Amount (@ 150%)</b>					<b>\$101,700.00</b>

### SECURITY BOND

Item	Works	Item	Rate	Amount
a	Total Outstanding Works	Item	35%	\$16,843.75
b	Total Naturestrips Works	Item	35%	\$23,730.00
<b>Total Security Bond Amount (@35%)</b>				<b>\$40,573.75</b>

## Landscape Fees

The following fee structure applies to all detailed landscaping plan submissions:

Service	Fee
Landscape Plan Submission Processing	0.75% of the proposed project construction budget (inclusive of 104 week maintenance costs as specified in the submitted Opinion of Probable Cost*)
Landscape Construction Supervision	2.5% of the proposed project construction budget (inclusive of 104 week maintenance costs as specified in the submitted Opinion of Probable Cost*)

As one of the fastest-growing municipalities in Australia, Wyndham City's Planning and Building Departments must continue to resource and streamline application process adequately.

The adopted fee structure is in line with several other Victorian growth Councils – including City of Whittlesea, Cardinia Shire, Melton Shire and Mitchell Shire.

Fees are to be paid prior to Statement of Compliance of each stage.

Please submit calculations for the above fees as part of the submitted detailed landscaping documentation.

\*refer to Council's OPC Streetscape Standard Rates – Information Sheet document for accepted cost of landscaping works

## Paying Landscape Bonds:

To pay bonds by Bank Guarantee:

- Please send a scanned copy of the original Bank Guarantees are to be emailed to [subdivlud@wyndham.vic.gov.au](mailto:subdivlud@wyndham.vic.gov.au)
- Please send the original Bank Guarantee to Council's PO Box:  
Attention to Erin Ogden  
Wyndham City Council  
Landscape Subdivisions,  
45 Princes Hwy (PO Box 197)  
Werribee, Victoria 3030

To pay bonds by EFT payments:

- Please make payments to Wyndham City Council's Commonwealth Bank account with details:

Account Name: Wyndham City Council  
BSB: 063-541  
Account Number: 00000146

- Please send a remittance advice referencing the appropriate LS number via email to [banking@wyndham.vic.gov.au](mailto:banking@wyndham.vic.gov.au) and cc Landscape Subdivisions Admin [subdivlud@wyndham.vic.gov.au](mailto:subdivlud@wyndham.vic.gov.au)

**Note; If Landscape Subdivisions Admin are not notified that payment has been made via EFT, SOC maybe delayed!**

## Bond Release Timeframes:

