

# Checklist 6a

## Final completion reserves



<b>Estate:</b>		<b>Stage</b>	
<b>Date:</b>			
<b>Address:</b>			
<b>Developer:</b>			
<b>Landscape Supervisor:</b>		<b>Mobile:</b>	
<b>Landscape Contractor:</b>		<b>Mobile:</b>	
<p>All requirements set out in the 'as constructed Landscape Plans' must be adhered to. Contact Council's landscape surveillance officer on 1300 787 624 for assistance. This checklist is to be used as a guide. Once initialled and submitted to Council a final completion meeting can be scheduled with Council's landscape surveillance officer. Final completion will be granted at the discretion of the Council officer. If items in this list are not deemed satisfactory by Council's landscape surveillance officer, a rescheduled meeting will be undertaken in the following month once the required remedial works are completed.</p>			
<b>Item</b>	<b>Requirement</b>	<b>Inspected by LA or Developer Y/NA</b>	<b>Council Inspection S/NS</b>
Drainage	All drains are clear of silt, debris and rubbish. No evidence of pooling or stagnant water		
Concrete path/ pavement	All concrete areas are clean, free from cracks, damage, trip hazards and installed to specification (photos may be required)		
Gravel path	All gravel paths have clean edges, no signs of erosion and free draining		
Edging	All edging is free from hazard and installed to suitable levels		
Fencing	All fencing is free from damage and treated as specified		
Bollards	All bollards are free from damage, installed to correct height, in suitable alignment and treated as specified		
Seating	All seats are free from damage, installed and treated as specified		
Drinking fountain	Drinking fountain(s) are connected, functioning and free from damage		
Walling	All walls are free from damage		
Play space	All play space areas have undertaken a Risk Assessment Audit by a suitably qualified Independent Risk Assessment Auditor. This report is to be submitted to Council. If remedial works are required, a follow up assessment will be required once all works are completed and submitted to Council.		
Softfall	All soft fall areas are free of hazardous material and are topped up to Council's satisfaction		
Softfall certification	Softfall certification has been submitted to Council		
Public art	The artwork is free from damage and any latent defects in the work have been rectified		

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### Final completion reserves (cont.)

Item	Requirement	Inspected by LA or Developer Y/NA	Council Inspection S/NS
Toilets	Toilets are free from damage and graffiti and functioning		
Structural elements	All structural elements are free from damage and treated as specified		
Barbeque	All Barbeques are free from damage, clean, connected and functioning. Locks on barbeques to be changed to a Cardinia Shire Council 9.1 key at the developer's expense.		
Electrical boxes	Locks on electrical boxes to be changed to a Cardinia Shire Council PIR850 key at the developer's expense		
Rock placement	All rocks are stable, free from sharp edges and are firmly fixed		
Litter and recycling bins	Bin stands are free from damage and contain two 240L wheelie bins. The appropriate keys for the bin enclosures or stands provided to Council		
Tree planting	All tree stakes have been removed, mulch bowls topped up and trees are well established and in good health.		
Tree planting	All species are in accordance with the as constructed plans unless otherwise agreed by Council.		
Garden beds	All garden beds are to be free of rubbish and weeds		
Garden beds	All species and densities are in accordance with the as constructed plans		
Mulch	All mulch areas are topped up to Council's satisfaction		
Grassed areas	Grass areas are installed as per the approved drawings		
Grassed areas	Grassed areas must be level (any areas where soil has sunk or been dug out must be filled) 95% weed free, and fully established. There must also be an even transition between grassed areas and adjoining hard surfaces		
General	Site is clean, free from rubbish, weeds, and graffiti. Hardscape elements are as detailed, certified and free from cracks. Soft-scape elements are acceptable specimens and show healthy growth and vigour.		
General	The site is in accordance with the as constructed plans, is ready for Final Completion inspection and handover to Council.		
General	All relevant conditions of the associated planning permit have been met.		