Tasks and Frequencies Annexure

Service Package – Landscaping & Irrigation

Asset / task	Location / asset group	Frequency	Notes
Precinct-wide landscaping inspection	All landscape areas	Weekly	Inspect plant health, weeds, turf condition, invasive or contaminated species, termite evidence, drainage, irrigation and public safety issues.
Mowing, edging and trimming clean-up	Landscape areas	Fortnightly; as required during wet season or for growth conditions	Maintain turf to the mowing and edging presentation standard. Mow to an even, consistent height and maintain sharp, aligned edges. Use catchers in public-facing areas unless approved otherwise. Following mowing and edging, blow, collect and remove all grass clippings and trimmings from hard surfaces, drains, garden beds, pathways, kerb lines, seating areas and other public spaces. Do not allow clippings or green waste to enter stormwater drains, the Wave Lagoon, Recreation Lagoon, public beach or receiving waters.

Turf weed, clover and invasive-grass inspection and treatment	Lawns, turf areas, garden edges and landscape interfaces	Monthly; as required during high-growth periods	Identify and control clover, invasive grasses and other undesirable or contaminating turf species. Apply approved treatments and restore affected areas as required.
Landscape bed maintenance	Garden beds and planted areas	Weekly and as required	Include edging, pruning, mulching, weed control and removal of dead or damaged growth.
Hedge trimming and presentation maintenance	Hedges and formal planted boundaries	Monthly; more frequently as required for growth, events or presentation	Trim hedges to a high, consistent standard with clean lines, controlled height and width, uniform density, clear sightlines and safe pedestrian clearances. Remove dead, diseased, damaged and protruding growth.
Termite inspection, identification and treatment	Landscape areas, trees, timber landscape assets and associated structures within package scope	Monthly inspection; treat as required	Inspect for termite leads, damage and activity. Photograph and record suspected or confirmed activity, risk assess, make safe where necessary and arrange treatment by a suitably qualified and licensed provider. Promptly notify DWC of building-interface, structural or public-safety risks.
Green-waste removal	Landscape areas	As required	Remove and dispose of green waste.
Lawn dethatching and aeration	Nominated lawns	Annually and as required	Complete core lawn-renewal program.

Fertilising	Lawns and garden areas	Six-monthly and as required	Apply in accordance with approved horticultural program.
Palm pruning	Palms across precinct	Quarterly and as required	Complete scheduled palm-pruning cycle.
Annual arborist report	Precinct trees	Annually	Provide qualified arborist assessment and recommended actions.
Tree risk and clearance inspection	Public paths, roads, car parks, signs, lighting and CCTV sightlines	Monthly; after major wind or rain events; and as required	Identify hazardous branches, low growth, obstructed sightlines and storm damage.
Irrigation visual checks	Irrigation network	Weekly and as required	Check controllers, valve boxes, obvious leaks, sprinkler damage and overspray.
Irrigation-zone functional test	All irrigation zones and controllers	Monthly per zone; weekly rotating program; and as required	Test all zones over a four-week cycle for pop-up, rotation, coverage, overspray, leaks, pressure and run time.
Irrigation valve, diaphragm and solenoid test	Valve boxes and irrigation control systems	Quarterly and as required	Test closure, leakage, stuck-on zones and solenoid operation. Record valve/station number.
Sprinkler-head service program	All irrigated landscape areas	Quarterly by defined zone and as required	Clean nozzles and filters; adjust arcs and height; straighten heads; replace worn nozzles.
Irrigation pit, lid and valve-box inspection	Irrigation pits, lids, covers and valve boxes	Monthly and as required	Inspect for missing, cracked, sunken, proud or water-filled pits and exposed fittings.

Pre-dry-season irrigation commissioning	Whole-of-precinct irrigation network	Annually before dry season	Review pressure, coverage, controllers, sensors and programming; provide rectification list and watering schedule.
Pre-wet-season landscape and drainage readiness inspection	Landscaped areas, drains, pits, paths and garden edges	Annually before wet season	Check drainage, tree and palm risk, erosion-prone areas and irrigation shutdown/override capability.
Lawn moisture, compaction and bare-patch review	High-use turf areas	Monthly during dry season and as required	Use data from installed soil-moisture probes as part of the assessment, together with visual inspection, rainfall, irrigation-controller settings and observed site conditions. Identify dry patches, compaction, weeds, invasive grasses, over-watering, poor infiltration, irrigation-coverage issues and turf decline. Recommend corrective treatment, including irrigation adjustments, aeration, soil conditioning, weed treatment, turf repair or other appropriate action. Record material findings, probe-data trends and recommended corrective actions in the CMMS.
High-profile planting health inspection	Frangipanis, cycads and feature planting	Monthly during pest/disease periods and as required	Monitor and treat mealy bug, scale, fungal disease, rust and cycad pests.

Seasonal irrigation review and water-efficiency adjustment	All irrigated lawns, garden beds, trees, landscaped areas and irrigation zones	Monthly; at the start and end of the wet and dry seasons; following significant rainfall; and as required	Review irrigation-controller settings, run times, watering days, zone operation, rainfall and soil conditions. Adjust, reduce, suspend or isolate irrigation to prevent unnecessary watering, overspray, runoff, ponding and water waste. During the wet season, irrigation must be reduced or switched off where rainfall and soil moisture are sufficient. During the dry season, adjust programs to maintain plant health while applying only the water required. Record material program changes, identified leaks and corrective actions in the CMMS.
Irrigation water-meter reading and consumption monitoring	Irrigation main meters, submeters and relevant irrigation zones	Monthly, and following any suspected leak, irrigation fault or abnormal consumption event	Record water-meter and submeter readings at a consistent time each week. Compare consumption against the previous week, recent seasonal conditions, programmed irrigation run times and known site activities. Investigate material or unexplained increases in use, including leaks, failed valves, broken sprinklers, controller faults, overspray or unauthorised water use. Record findings and corrective actions in the CMMS.

Irrigation leak and abnormal-consumption investigation	All irrigated areas, irrigation networks, valves, controllers and water meters	As identified, and within one business day of an abnormal reading or suspected leak	Inspect the relevant irrigation zone, isolate water where required, identify the likely cause and promptly rectify or make safe the fault. Where practical, undertake an out-of-hours meter check with irrigation and other known water uses isolated to identify unexplained continuous flow. Escalate significant leaks, recurring faults or consumption increases that cannot be promptly resolved to DWC.
Irrigation water-consumption reporting	All irrigated areas and associated water meters	Monthly	Include meter readings, monthly consumption in kilolitres, comparison with the previous month and corresponding period in the previous year where data is available, material variances, identified causes, water-saving actions taken, outstanding repairs and recommendations in the monthly report to DWC.

Soil-moisture probe reading and review	All DWC-installed soil-moisture probes and associated irrigation zones	Weekly, and following significant rainfall, irrigation-system faults, extreme heat, prolonged dry conditions or abnormal plant health observations	Download or record probe readings and review soil-moisture trends by location and soil depth where applicable. Compare readings against rainfall, programmed irrigation run times, seasonal conditions and observed plant health. Use the data to adjust irrigation programming and prevent overwatering or under-watering. Record material adjustments and corrective actions in the CMMS.
Soil-moisture probe inspection and functionality check	All DWC-installed soil-moisture probes, telemetry equipment, cables, batteries and associated controller interfaces	Monthly, and as required	Check that probes are operational, protected from damage, transmitting or recording reliable data and responding appropriately to rainfall and irrigation events. Investigate data gaps, implausible readings, flat-line results, damaged equipment or communication failures. Repair, replace or escalate defective equipment in accordance with the Contract.

Soil-moisture and irrigation-efficiency reporting	All irrigated areas supported by installed soil-moisture probes	Monthly	Include a summary of weekly probe readings and moisture trends, irrigation-program changes, rainfall and seasonal conditions, water-efficiency outcomes, plant-health observations, faults identified, corrective actions completed and outstanding recommendations in the monthly report to DWC. Identify significant overwatering, under-watering, abnormal probe data, irrigation leaks or recurring performance issues.
Wet-season turf growth assessment and growth-regulator program review	All nominated turf areas, lawns, verges, public open spaces and landscaped common areas	As required during the wet season	Inspect turf growth rate, mowing demand, grass health, soil moisture, rainfall, weather forecasts, public use and environmental conditions. Identify areas where a growth regulator may improve presentation, reduce excessive clippings and assist wet-season maintenance. Do not apply products where turf is stressed, diseased, waterlogged or likely to be affected by rainfall or runoff.

Turf growth-regulator application	Nominated turf areas approved by DWC	As required during the wet season, in accordance with the approved program and product label	Apply only an APVMA-registered product approved for the turf type and proposed use. Complete application only in suitable weather and site conditions. Use calibrated equipment, consistent application techniques, public exclusion controls and runoff-protection measures. Application timing and repeat intervals must comply with the product label and not be set as a fixed contractual interval.
Turf response and environmental-control inspection	Treated turf areas and adjacent drainage or waterfront interfaces	Within 7 days after each application, and as required	Inspect for even response, turf stress, discolouration, bare patches, overspray, runoff, treatment failure or other adverse effects. Confirm that public areas have returned to normal presentation and that no product has entered drainage systems, lagoons, beach areas or receiving waters. Record observations, corrective actions and future treatment requirements in the CMMS.
Wet-season turf growth-regulator reporting	All treated turf areas	Monthly during the wet season	Report treated locations, product used, application rates, dates, weather conditions, turf response, mowing-frequency changes, issues, incidents, environmental controls and recommended adjustments to the program.

Note: Any defect identified during a planned task must be recorded in the CMMS, assigned an appropriate priority, supported by photographs where relevant, and linked to a corrective work order with a target completion date.