

Information sheet

Street and verge bonds



All building and demolition permit holders in the City must obtain a street and verge bond permit before work begins.

The following information is required to obtain a street and verge bond permit:

- Submitting a [Pre-Construction Inspection Report](#)
- Paying a non-refundable administrative fee
- Paying a refundable bond (if required)

The bond insures against damage to public infrastructure during construction (e.g., footpaths, kerbs, road surfacing, and drainage).

Value of Works:

Up to \$20,000:

- Non-refundable administration fee of \$110.00
- No bond required.

\$20,000 or more:

- Non-refundable administration fee of \$110.00
- \$2,000 refundable bond

If the City is unable to perform the scheduled post-construction inspection due to incomplete construction or inaccessible assets, a \$55 secondary inspection fee will be applied.
(These fees and charges are subject to review and may change without notice)

Before works begin

Before construction begins, the building or demolition permit holder (responsible person) must submit a [Pre-Construction Inspection Report](#).

The report will need to include date-stamped photos of all adjacent verges, documenting any existing damage.

This report will be used for comparison with the post-construction verge report and inspection to identify any new or additional damage.

The City may also attend the site to conduct a pre-construction report.

Following completion of works

When the works are completed, first submit a BA7 - Notice of Completion. Once the City has acknowledged receipt of this form you will be able to apply for your bond to be returned.

Then an [Application for Return of Bond](#) must be submitted to the City, you will need to following information:

- Building or demolition permit number
- Street and Verge bond receipt
- Acknowledgement of BA7 – Notice of completion
- [Post-Construction Inspection Report](#)

The City will compare the pre- and post-construction reports and inspect the site, including any rear access roads and roads adjacent to the side of the property, as needed.

If no pre-construction report was submitted, the City will assume that all damage identified during the post-construction inspection was caused by the property's construction.

The City will refund the bond if there is no new damage. If damage is identified, the City will notify you and:

- Provide an estimated cost to repair the damage.
- Give you the opportunity to carry out the repairs (at your expense) to the City's current infrastructure standard drawings.

If you provide written approval and agreement to pay the costs, the City will carry out the rectification works. If the cost of the work is less than the bond, the City will return the difference. If the total cost exceeds the bond, the City will issue an invoice for the outstanding balance.

For cancellation of building or demolition permits (BA8 - Notice of Cessation) the responsible person should include a copy of the City's acknowledgment of their request for cancellation, with the refund request.

Where the responsible person on the Building or Demolition permit wishes the City to return the verge bond to their client or a third party, a letter of authorisation is required.

A refund of the bond will take approximately 6 to 8 weeks.

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