

NOTICE OF COMMENCEMENT OF BUILDING & SUBDIVISION WORK AND APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY

*Environmental Planning & Assessment Act 1979 and Building & Development Certifiers
Regulation 2020*

1. TYPE OF NOTIFICATION			
Please tick appropriate box(es)			
<input type="checkbox"/> Commencement of Building Work			
<input type="checkbox"/> Commencement of Subdivision Work			
<input type="checkbox"/> Commencement of Building Work for Complying Development			
<input type="checkbox"/> Commencement of Subdivision Work for Complying Development			
<input type="checkbox"/> Appointment of a Principal Certifying Authority			
2. APPLICANT DETAILS			
The person having the benefit of the Development Consent or Complying Development Certificate is to appoint a Principal Certifying Authority.			
The appointment of the Principal Certifying Authority cannot be made by the builder, contractor or person who will carry out the building work (unless that person is the owner of the land).			
Name:			
Address:			
Town:		Postcode:	
Phone:		Email:	
3. PROPERTY DETAILS			
Address:			P/code:
Lot:	Section:	DP:	
4. DESCRIPTION OF DEVELOPMENT			
5. DEVELOPMENT APPROVALS GRANTED			
Development Consent No:		Date of Determination:	
Construction Certificate No:		Date of Determination:	
Complying Development Certificate No:		Date of Determination:	
6. PRINCIPAL CERTIFYING AUTHORITY (PCA)			
Name of Accredited Certifier:			
Accreditation No:			
Address:			
Phone:		Email:	
<i>By Appointing Murrumbidgee Council as the PCA, you agree to the Terms of this PCA Agreement</i>			



7. COMPLIANCE WITH CONSENT OR COMPLYING DEVELOPMENT CERTIFICATE

All conditions contained within the Development Consent or Complying Development Certificate referred to in **Section 5** have been satisfied: **YES** **NO**

8. BUILDER/OWNER BUILDER

Does the proposal involve residential building work?

YES *Complete Part A, B or C below*

NO *Proceed to Section 9*

Part A

If the work will be carried out by a licensed contractor, complete the following:

Licensee's Name:

Address:

Phone No.

Contractor Licence No:

Documentary evidence must be attached to demonstrate that the licensee has complied with the applicable requirements of the Home Building Act 1989.

Part B

If the work will be carried out by an owner/builder, complete the following:

Owner/Builder's Name:

Owner/Builder Permit No:

Part C

The owner of the land must read and sign the following declaration:

I _____ the owner of the land, declare that the reasonable market cost of the labour and materials involved on the work is less than the amount prescribed for the purposes of the definition of "owner/builder work" in Section 29 of the Home Building Act 1989. The prescribed amount is \$10,000.

9. DATE OF COMMENCEMENT

Under the Environmental Planning and Assessment Act, the person having the benefit of either the Development Consent or Complying Development Certificate for building work or subdivision work must give Council at least two (2) days notice of the person's intention to commence that work.

Date of Commencement:

10. SIGNAGE

A sign must be placed on the development site that provides contact details for the PCA as well as the Principal Contractor and/or Owner/Builder.

SERVICE AGREEMENT

Responsibilities of the Principal Certifying Authority (PCA)

Murrumbidgee Council (hereafter known as the “Council”) will carry out the role of PCA and undertake the critical stage and other required inspection services in a professional manner and in accordance with the requirements of the Environmental Planning and Assessment Act 1979 & Regulation 2000 and the Building and Development Certifiers Act 2018 and Code of Conduct.

Council will provide advice and guidance to assist in the efficient construction process and compliance with legislative requirements.

Council will undertake inspections of the work during construction and prior to issuing an Occupation Certificate (OC), to ascertain compliance with the Development Consent (DC), Construction Certificate (CC) or Complying Development Certificate (CDC) (as applicable), Building Code of Australia (BCA) and relevant standards of construction.

Council will not issue an Occupation Certificate (OC) for a building when:

- (a) It is more than 3 years since the final building inspection and an application for an Occupation Certificate has not been made or determined.
- (b) Any critical stage inspection that is required for the class of building has not been carried out or for which there is no compliance certificate.

Council PCA fees are as per Councils Fees & Charges document and include the issue of a final OC once the building has been completed in accordance with the DC and the BCA and fees per inspection.

Additional inspections or re-inspections will be charged at the normal inspection rate. Fees are required to be paid upfront prior to the issue of any certificate.

The Critical Stage Inspections

It is the applicant's responsibility to make arrangements with Council to carry out the relevant mandatory critical stage inspections/other inspections – as listed within the relevant development or complying development consent.

Class 1 or 10 Buildings

- after excavation for and prior to the placement of, any footings, and
- prior to pouring any in-situ reinforced concrete building element, and
- prior to covering of the frame work for any floor, wall, roof or other building element, and
- prior to waterproofing in any wet areas, and
- prior to covering any stormwater drainage connections, and
- after building work has been completed and prior to any occupation certificate being issued in relation to the approval.
- in the case of a swimming pool, as soon as practicable after the barrier (if one is required under the Swimming Pools Act 1992) has been erected. NOTE: A compliant barrier is required to be erected during the construction process for a swimming pool and approved sign.

Class 2,3 or 4 Buildings

- after the commencement of the excavation for, and before the placement of, the first footing, and
- prior to covering of fire protection at service penetrations to building elements that are required to resist internal fire or smoke spread, inspection of a minimum of one of each type of protection method for each type of service, on each storey of the building comprising the building work, and
- prior to covering the junction of any internal fire-resisting construction bounding a sole-occupancy unit, and any other building element required to resist internal fire spread, inspection of a minimum of 30% of sole-occupancy units on each storey of the building containing sole-occupancy units, and
- prior to covering of waterproofing in any wet areas, for a minimum of 10% of rooms with wet areas within a building, and
- prior to covering any stormwater drainage connections, and
- after the building work has been completed and prior to any occupation certificate being issued in relation to the building.

Class 5, 6, 7, 8 or 9 Buildings

- after the commencement of the excavation for, and before the placement of, the first footing, and
- in relation to a critical stage inspection of a class 9a and 9c building, as defined in the Building Code of Australia—prior to covering of fire protection at service penetrations to building elements that are required to resist internal fire or smoke spread, inspection of a minimum of one of each type of protection method for each type of service, on each storey of the building comprising the building work, and

- prior to covering any stormwater drainage connections, and
- after the building work has been completed and prior to any occupation certificate being issued in relation to the building.

NOTE: The Council may also require other inspections to be carried out in its role as the water and sewer authority, such as sanitary drainage and hot and cold water (rough in inspection).

Occupation Certificates

An application for an OC must be made to Council and issued before a building can be occupied. Buildings without a valid OC may invalidate insurances and it is recommended that owners should make their own investigations and if required seek a legal opinion.

Compliance Certificates

Council shall require submission of relevant Compliance Certificate with the OC application.

- (a) Waterproofing
- (b) Termite management installation system
- (c) Smoke alarms
- (d) Sprinkler systems to comply with the Sprinkler Standard
- (e) Fire Safety Systems. Hydraulic fire safety system, fire detection and alarm system and mechanical ducted smoke control system Note: All plans, specifications, reports etc must be carried out by an accredited practitioner (fire safety)
- (f) Glazing
- (g) BASIX Certificate
- (h) Evidence of Bushfire BAL construction met
- (i) Part J Energy Report

Inspections for development will be conducted by one of the following Council certifiers:

Certifier	Registration Number	Contact
Garry Stoll	1699	39 Brolga Place Coleambally, 1300 676 243

Mail: PO BOX 96 Jerilderie NSW 2716 Email: mail@murrumbidgee.nsw.gov.au

COUNCIL'S INSURANCE

Council will maintain the following insurance during the contract:

Insurer: QBE Insurance (Australia) Ltd

Policy Number: 002142

Expiry: 30 June 2023

APPLICANT'S DECLARATION

- I have freely chosen to engage Council as the Principal Certifying Authority.
- I have read the contract and accompanying document and I understand my responsibilities and those of the certifier.

Signature

Date

Principal Certifier

I acknowledge that I have been appointed by the applicant to carry out the role of the Principal Certifying Authority for this development.

Signature

Date