

KEMPSEY SHIRE COUNCIL

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PRINCIPAL CERTIFYING AUTHORITY AGREEMENT

CLIENT DETAILS

Owners Name: _____
Postal Address: _____
_____ Post Code: _____
Phone No: _____ Mobile: _____ Fax: _____

PRINCIPAL CERTIFYING AUTHORITY DETAILS

Name: (herein referred to as "PCA"): _____
Postal Address: _____
_____ Post Code: _____
Phone No: _____ Mobile: _____ Fax: _____

DEVELOPMENT APPROVAL DETAILS

Address of Building Work: _____
Local Government Area: _____
Description of Development: _____
Development Consent No: _____
Construction Certificate No: _____

1. INSPECTION SCHEDULE

The following stages of construction are required to be inspected prior to covering up works or proceeding to the next stage of construction:

Note: Certification may be requested for some inspections as required by the PCA.

CRITICAL STAGE INSPECTIONS REQUIRED FOR CLASS 1 AND 10 BUILDINGS:

1. At the commencement of building work
2. After excavation for, and prior to the placement of any footings
3. Prior to pouring any in-situ reinforced concrete building element
4. Prior to covering of the framework for any floor, wall, roof or other building element
5. Prior to covering waterproofing in any wet areas
6. Prior to covering any stormwater drainage connections
7. After the building work has been completed and prior to any Occupation Certificate being issued in relation to the building

CRITICAL STAGE INSPECTIONS REQUIRED FOR CLASS 2, 3 OR 4 BUILDINGS

1. At the commencement of the building work
2. Prior to covering of waterproofing in any wet area, for a minimum of 10 percent of rooms with wet areas within a building
3. Prior to covering any stormwater drainage connections
4. After building work has been completed and prior to any Occupation Certificate being issued in relation to the building

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CRITICAL STAGE INSPECTIONS REQUIRED FOR CLASS 5, 6, 7, 8 OR 9 BUILDINGS

1. At the commencement of the building work
2. Prior to covering any stormwater drainage connections
3. After building work has been completed and prior to any Occupation Certificate being issued in relation to the building

OTHER INSPECTIONS

Shoring of Excavation Work	Termite Risk Management
Contiguous Piers or Piling	Fire Rated Wall, Ceiling or Other Elements
Underpinning	Sound Transmission and Insulation
Pool Excavation and Reinforcement	Mechanical Ventilation
Strip or Pad Footings	Swimming Pool Fencing
Setout of Floor Heights	Fire Safety Measures
Slab/Steel Reinforcement	Final Completion
Retaining Walls	Other

2. INSPECTIONS

The PCA shall carry out as many inspections as necessary, in addition to those nominated above to ensure compliance with the conditions of the Development Consent and the Construction Certificate.

Any additional inspections due to defective work will incur an additional inspection fee.

3. CERTIFICATION

To ensure compliance with the Construction Certificate and the Building Code of Australia (BCA) the Client is required to provide certification to the PCA (at the relevant stage of construction) verifying that the following specialist matters have been carried out in accordance with the BCA and relevant Australian Standards:

- Structural engineering work from a professional structural engineer.
- Waterproofing of wet areas from an accredited installer.
- Stormwater drainage works from a licensed plumber.
- Stormwater drainage works and on-site detention system from a professional hydraulic engineer accompanied by a Works-as-Executed Plan.
- Installation of glazing from the supplier.
- Termite control and protection from a registered pest controller.
- Installation of smoke alarms for Class 1A buildings from a licensed electrician.

A Form 15 Fire Safety Certificate completed by the building owner or the owner’s authorised agent must be submitted with the Occupation Certificate Application in relation to Class 2 to 9 buildings inclusive.

Certification is required to be prepared by an accredited certifier or other suitably qualified and experienced person and must reference the relevant provisions of the BCA, Australian Standards and approved plans to the satisfaction of the PCA.

4. OBLIGATIONS OF THE PCA

- The PCA shall carry out all required inspections. A minimum of 48 hours notice (excluding weekends and public holidays) is to be given to the PCA.

- The PCA shall issue an Occupation Certificate for the building works when it is satisfied that the Development Consent has been complied with; a satisfactory final inspection has been carried out and a fire safety certificate has been issued (if required).
- The PCA shall maintain an appropriate level of insurance as required under the provisions of the Environmental Planning and Assessment Act, 1979.

5. OBLIGATIONS OF THE OWNER

- The owner shall ensure that all building work is carried out strictly in accordance with the Development Consent and Construction Certificate at all times.
- The owner shall ensure that all work is carried out by competent persons with appropriate licenses and insurances as required by legislation and deemed appropriate by the PCA.
- The owner shall provide the PCA with evidence of professional indemnity and public liability insurance for the Building Work.
- The owner shall ensure that any variations and modifications to the approved plans have been approved by the relevant consent authority and the PCA prior to the work being carried out.
- The owner shall ensure that the site is available at all times to the PCA.
- The owner shall provide all information and certificates as requested by the PCA.
- The owner shall attend any meetings and inspections as requested by the PCA and comply with any request and notices and orders that are issued.
- The owner shall pay all fees as required by the PCA to carry out inspections and contractual arrangements.
- The owner shall carry out all rectification work as required by the PCA. Any non-compliance with a request from the PCA will result in the issuing of a formal Notice and Order by the PCA.

6. VARIATIONS TO THE CONTRACT

The PCA will charge an additional fee for the following variations to the contract:

- Any additional inspections to those nominated under "Inspection Schedule" and those required due to defective workmanship or non-compliance with the Development Consent.
- Any variations or modifications to the Development Consent which require approval of the consent authority and any additional Construction Certificates to be issued.
- An Interim Occupation Certificate is requested.
- An Occupation Certificate

The PCA can terminate this agreement for failure to comply with an inspection, compliance certificate request or non-compliance with the Development Consent and Construction Certificate.

7. SIGNATURES

1. Owner's Signature

I agree to appoint Kempsey Shire Council as the Principal Certifying Authority under Section 81A of the Environmental Planning and Assessment Act, 1979 and will carry out the obligations as detailed in this agreement.

Signature: _____ Date: _____

2. PCA

As the nominated Principal Certifying Authority, Kempsey Shire Council agree to the provision of the services detailed by this agreement.

Signature: _____ Date: _____