

Schedule of Principal Certifying Authority (PCA) Requirements

Council's Obligations

- Ensure the proposed building works will comply with the relevant provisions of the Building Code of Australia and the Environmental Planning & Assessment Act.
- Be satisfied that a Construction Certificate has been issued.
- Be satisfied that the principal contractor has the appropriate Home Warranty Insurance and licence/permit as required by the Home Building Act, 1989.
- Ensure that the building is inspected during construction, as prescribed by the legislation (List of Mandatory Inspections is attached to this document and marked "Attachment A").
- Ensure that any pre-conditions to the issue of an Occupation Certificate outlined in the Notice of Determination have been met.
- Provide the necessary Compliance, Occupation or Subdivision Certificates.

Obligations of the person having the benefit of the Notice of Determination

- Notify Council at least 48 hours prior to commencement of work.
- Erect a sign on the site identifying the person in charge of the work, giving their contact telephone numbers.
- Ensure that the contractors/trades people employed on the project are appropriately qualified, experienced, licensed and insured (as required) to carry out and certify the particular works.
- Provide Council with at least 48 hours notice to carry out inspections which are listed in the Construction Certificate.
- Ensure that any rectification works as required by Council are carried out.
- Ensure that all works are carried out in accordance with the approved plans, specifications and design standards.
- Provide a safe work site in accordance with the Occupational Health and Safety Act.
- Not to occupy the premises until an Occupation Certificate has been issued.
An Occupation Certificate can be issued when the building has achieved compliance with all requirements of the design standards and certifications, and fully complies with the Development Notice of Determination.
- Ensure the PCA sign remains in position for the duration of the works.

Certification Required

Any or all of the following certification and information to verify certain aspects of construction may be required. Such documentation must be provided before an Occupation Certificate will be issued.

Peg Out Survey – as certified by a registered land surveyor upon completion of the set out of the footings.

Levels – Floor and/or roof height levels are to be certified by a registered land surveyor reduced to Australian Height Datum (AHD), showing compliance with the approved plans.

Prefabricated Timber Roof Trusses and Wall Frames – Certified by the Truss/Frame Manufacturer/Supplier as complying with Australian Standard AS1170 "Minimum Design Loads on Structures". Note: this information must be submitted prior to the wall and roof frame inspection.

Termite Risk Management – Certified by the licenced Pest Control Operator detailing the system installed in compliance with Australian Standard AS3660-2000 "Termite Management".

Thermal Insulation – To be certified by the installer detailing the type, R Value and location(s) and compliance with Australian Standard AS3999-1992 "Thermal Insulation of Dwellings – Bulk Insulation – Insulation

Requirements". The builder is to provide certification of all measures required to achieve the Energy Efficiency rating of the dwelling approved by the Consent Authority.

Windows – Certified by the window manufacturer/supplier as complying with Australian Standard AS1288-1994 "Glass in Buildings – Selection and Installation", Australian Standard AS2047-1999 "Windows in Buildings – Selection and Installation" and Australian Standard AS1170.2-2011 "Wind Loads".

Wet Area Flashing – Certified by an accredited certifier, after its application, as complying with Australian Standard AS3740-1994 "Waterproofing of Wet Areas in Residential Buildings".

Structural Design (Concrete Slab/Footings) – Plans detailing the reinforced concrete design, certified by an accredited certifier or structural engineer, as structurally adequate. Note: this information must be submitted and approved by Council prior to works commencing.

Structural Certificate (Frame) – Certification by an accredited certifier or a structural engineer as being structurally adequate.

Structural Certificate (Piering to Slabs) – Certification from an accredited certifier or a structural engineer as being structurally adequate.

Structural Certificate (Piling) – Certification from an accredited certifier or a structural engineer as being structurally adequate.

Structural Certificate (Concrete Slab Preparation) – Certification from an accredited certifier or a structural engineer as structurally adequate.

Smoke Alarms – Certified by a licensed electrician, after installation, as complying with Australian Standards AS3786-1993 "Smoke Alarms".

Fire Protection – A statement from the builder that the Fire Resistance Level of any required element complies with applicable requirements of the Building Code of Australia.

Sound Insulation – A statement from the builder confirming that the Weighted Sound Reduction Index (RW) and Impact Sound Resistance of any required element complies with the Building Code of Australia.

Air Conditioning/Ventilation – Certified by the design/installation consultants as complying with Australian Standard AS1688 "The Use of Mechanical Ventilation and Air Conditioning in Buildings".

Fire Safety Certificate – Certified by a suitably qualified person as to the installation of fire safety measures in accordance with the fire safety schedule.

Bushfire – The principal contractor is to provide certification of all measures required to achieve the Level of Construction of the dwelling in a mapped Bushfire Prone Area, approved by the Consent Authority (determined in accordance with NSW Rural Fire Service Guideline – Planning for Bushfire Protection Australian Standard AS 3959-2009 "Construction of Buildings in Bushfire Prone Areas").

Construction Noise

When the construction site is in operation the L10 level measured over a period of not less than 15 minutes must not exceed the background by more than 10dB(A). All possible steps should be taken to silence construction site equipment.

Attachment A

Mandatory Inspections (as required by the Environmental Planning Regulation 2000).

In the case of a **Class 1 or 10** building (*eg. single residential dwelling, dual occupancy, & associated structures*)

- a. at the commencement of the building work, and
- b. after excavation for, and prior to the placement of, any footings, and
- c. prior to pouring any in-situ reinforced concrete building element, and
- d. prior to covering of the framework for any floor, wall, roof or other building element, and
- e. prior to covering waterproofing in any wet areas, and
- f. prior to covering stormwater drainage connections, and
- g. after the building work has been completed and prior to any Occupation Certificate being issued in relation to the building

In the case of a **Class 2,3 or 4** building (*eg. multi level units*)

- a. at the commencement of the building work, and
- b. prior to covering of waterproofing in any wet areas, for a minimum of 10% of rooms with wet areas within a building, and

- c. prior to covering any stormwater drainage connections, and
- d. after building work has been completed and prior to any Occupation Certificate being issued in relation to the building.

In the case of a **Class 5, 6, 7, 8 or 9** building (eg. office, shop, car park, factory, public building)

- a. at the commencement of the building work, and
- b. prior to covering any stormwater drainage connections, and
- c. after building work has been completed and prior to any Occupation Certificate being issued in relation to the building.

There may be additional certificate/s, which may be required by the Notice of Determination and the PCA, in order to issue the Occupation Certificate.

Council relies upon the above inspections as required by law and any certification called for to ensure acceptable community standards are maintained through compliance with Notice of Determination and Construction Certification. Council does not inspect or regulate the levels of finish and workmanship beyond the requirements of the Building Code of Australia and/or the Australian Standards. If you require a greater level of supervision then you may wish to engage a private consultant.

Occupation Certificate

Where the required inspection is not called for and where rectification works are not inspected as required the PCA is **unable** to issue an Occupation Certificate. This may have serious consequences for owners wishing to sell.

Please phone Council on 4980 0115 if you require any further information.