

Overview

The Environmental Planning and Assessment Act 1979 (the Act) allows Accredited Certifiers to perform a range of statutory functions including the issuing of certificates and acting as the PCA to undertake inspections of buildings during construction.

What is a Certifier / Principle Certifying Authority (PCA)?

A certifier can either be Council or an accredited professional known as a private certifier. A certifier is appointed by the owner to issue certificates and can also be appointed to undertake the role as the PCA.

The PCA is responsible for ensuring;

1. Construction complies with the Act;
2. Conditions of the Development Consent;
3. Compliance with the Building Code of Australia (BCA).

The role of a private certifier / PCA

A Private Certifier undertaking the PCA role is that of a public official, they act as the Council in performing their functions.

The PCA certifies the construction phase of the development and;

1. Must be appointed before work commences;
2. Maintain their involvement;
3. Advise of mandatory inspections required;
4. Advise of the need for any modifications to the consent;
5. Issue the Occupation Certificate;
6. The PCA must also supervise and monitor the construction works and issue certificates that certify compliance

Accreditation of PCA

A Private certifier acting as the PCA must be accredited with an authorised body based on their skills and qualifications and carry the appropriate insurance.

Council role and Private Certifiers

Issues may arise with a development that has a private PCA appointed.

Council will assist all matters regarding public safety and any potential harm to the environment.

The PCA is responsible for dealing with complaints regarding the development during the construction phase.

The PCA can issue a Notice to Serve an Order if required and a copy is forwarded to Council to execute the Order.

Council can provide the contact details of the private certifier appointed as the PCA.

Who is responsible for the private certifier?

A private certifier / PCA is responsible to their accreditation body and the Building Professionals Board. The Building Professionals Board within the Department of Planning has been set up to investigate complaints regarding Private Certifiers.

Further information

For further information regarding the role of a private certifier or how to make a complaint please contact the;

**Building Professionals Board,
Department of Planning
PO BOX 3720
PARRAMATTA NSW 2124**

**Telephone (02) 9895 5959
Or visit
www.bpb.nsw.gov.au**

Council contact details;

Phone
Administration: (61 2) 9806 5000
Customer Service: (61 2) 9806 5050
www.parracity.nsw.gov.au

Fax: (61 2) 9806 5917