

FEE PROPOSAL

24 July 2014

Att: Mr Neil Hartley
Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Dear Neil

Re: Fee Proposal for the Provision of Certification Services

Please find outlined below a proposal for the provision of certification services for Class 1 and 10 structures within the Shire of Ashburton.

Scope of Works

1. Undertake compliance assessment and certification for Uncertified Building Applications received by the Shire of Ashburton in respect to Class 1 and 10 structures (as defined in the National Construction Code) with the view to issuing a Certificate of Design Compliance.
2. Request as necessary all additional information from applicants as required to complete and issue Certificate of Design Compliance, with all information formally requested under Section 18 of the Building Act 2011 to be requested in writing.
3. Application information to be forwarded and returned electronically.
4. Provision of customer support in relation to building enquires either by phone or email.
5. Provide a weekly running sheet advising of any current applications and any Certificates of Design Compliance issued, within the week.
6. Applications to be assessed within a maximum of 15 days, unless a "stop the clock" function has been activated via a request for additional information or a request from the applicant to place application on hold.

Proposed Fee Structure

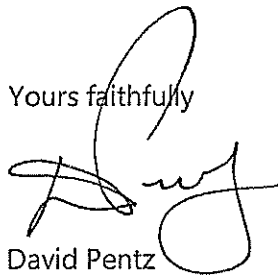
Service	Fee
Assessment of Class 1 Building Permit Applications and issue of Certificate of Design Compliance	0.25% of the estimated value of construction, but not less than \$150
Assessment of Class 10 Building Permit Applications and issue of Certificate of Design Compliance	0.25% of the estimated value of construction, but not less than \$90
Provision of consultation in relation to building enquires via phone or email, separate to submitted applications.	\$250/week

Payment Arrangements

Invoices will be issued on a monthly basis and are to be paid within 40 days of the invoice date.

Should this proposal be deemed satisfactory and accepted as a service agreement by the Shire of Ashburton it is requested that the attached Fee Proposal Agreement be signed and returned to the City of Karratha. Should you wish to discuss the provision of other regulatory core services please feel free to contact me directly.

Yours faithfully



David Pentz
DIRECTOR DEVELOPMENT SERVICES

Cc Lee Reddell
 Acting Executive Manager
 Development and Regulatory Services
 Shire of Ashburton

Fee Proposal Agreement

Terms and Conditions

1. The agreement to provide a certification service to the Shire of Ashburton for the certification of Class 1 and 10 buildings applied for under an Application for Building Permit – Uncertified (BA2) is deemed to commence from the date on which the Fee Proposal Agreement is signed.
2. The fees outlined in the agreement are to be reviewed and revised as necessary each 6 monthly period, at which time the Fee Proposal Agreement is to be resigned.
3. The City of Karratha agrees to provide assessment and certification with the view to providing a Certificate of Design Compliance for Class 1 and/or 10 structures only. The documenting and issuing of Building Permits will be the sole responsibility of the Shire of Ashburton.
4. It is agreed that the Shire of Ashburton will provide with each application a coversheet advising of the zoning of the site, details of connection to sewer or septic, lot area and confirmation that the site plan provided accurately reflects all existing structures on the site, either through the provision of a recent aerial photo or confirmation of a site inspection
5. It is agreed that where additional information is required about a site that a site inspection will be undertaken by an employee of the Shire of Ashburton, with all relevant information forwarded to the City of Karratha to aid in their assessment of an application within a period of not more than 2 days.
6. It is agreed that where additional information regarding planning and health matters is required to undertake a complete assessment the requested information will be provided by the Shire of Ashburton to the City of Karratha within a period of not more than 2 working days.

Acceptance of Fee Proposal

As an authorised employee of the Shire of Ashburton I hereby acknowledge that I have read and accept the terms and conditions of this fee proposal.

Signed on behalf of the Shire of Ashburton by:

Name: LEE REDDELL

Position Held: ACTING EXECUTIVE MANAGER - DEVELOPMENT AND

Signature:  REGULATORY SERVICES

Date: 28/7/14