



# How will the Accredited Professionals Scheme affect me as a building professional?

Under the Accredited Professionals Scheme, all building professionals who are involved in assessing development applications will need to be appropriately qualified in order to make key decisions.

## What decisions can I make as an accredited building professional?

There are four classes of accreditation applicable to building professionals under the Scheme, each with different levels of decision-making power. These classes are outlined in the infographic below.

### ACCREDITATION CLASSES FOR BUILDING PROFESSIONALS



## How do I become accredited?

To become an accredited professional, you must be accredited by the Accreditation Authority, which in this case is the Chief Executive of the Department of Planning, Transport and Infrastructure (DPTI).

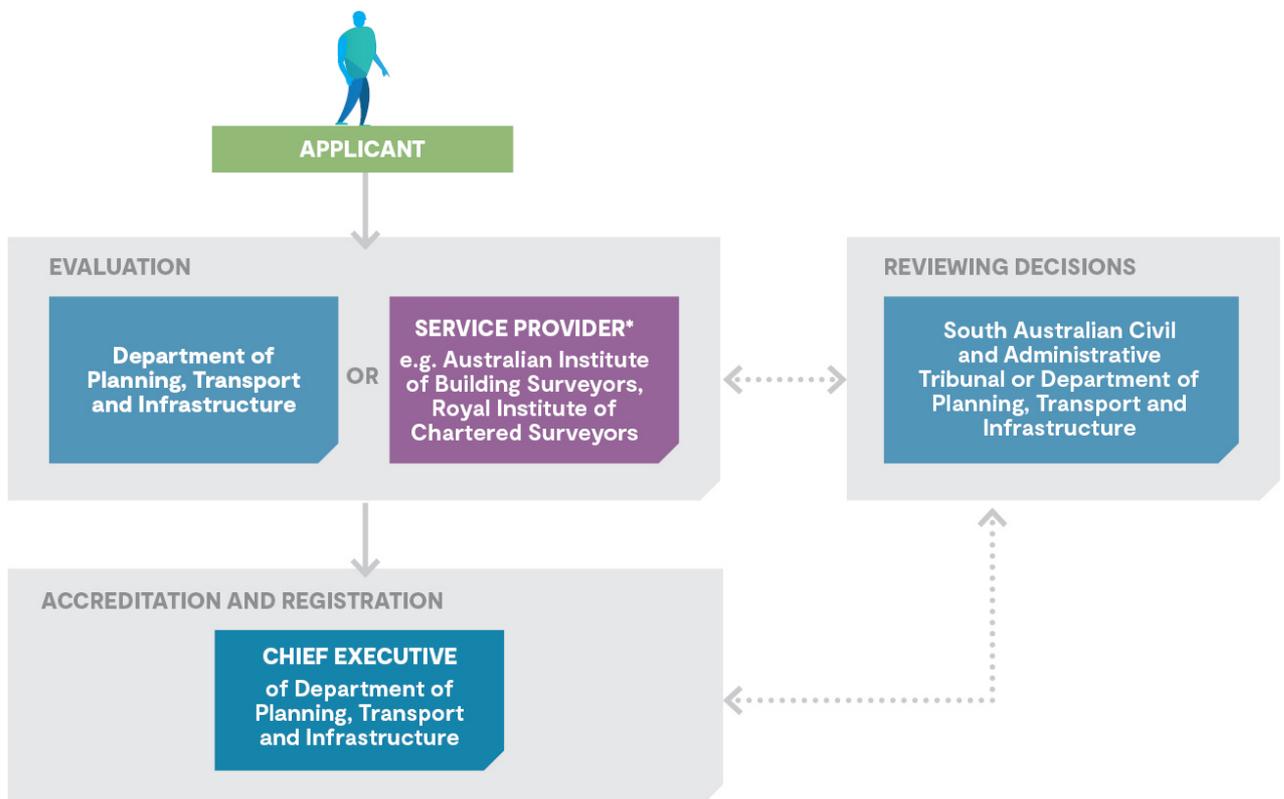
An application for accreditation must first be lodged in the correct form and accompanied by evidence that supports your eligibility to become accredited in the class that you request.

As previously described, there are four classes of accreditation applicable to building professionals under the Accredited Professionals Scheme, and each requires a different level of qualifications and experience.

All applications will be evaluated by either DPTI or a service provider in agreement with DPTI.

Applicants will become accredited by the Accreditation Authority when they demonstrate that they are suitably skilled and qualified; hold an appropriate level of insurance; and are a fit and proper person.

### How the Accredited Professionals Scheme will work



\*Subject to agreement with Department of Planning, Transport and Infrastructure

## When do I need to become accredited?

The Accredited Professionals Scheme will be implemented in stages. It became operational under the *Planning, Development and Infrastructure Act 2016* on 1 April 2019. Although planning professionals, building professionals and land surveyors may apply for accreditation at this time, they will not need to do so straight away.

Different practitioners will need to become accredited at different times.

### *Existing council building officers*

- Existing council building officers will not need to become accredited until the Planning and Design Code (the Code) becomes effective in the council area in which they operate. At this point council will need to ensure that they obtain advice from an appropriately accredited building professional before issuing building consents.

### *Private certifiers already registered with DPTI:*

- For private certifiers, transitional provisions will apply from 1 July 2019. These provisions will allow them to continue practising at their current level until the anniversary of their existing professional registration, at which point their registration will expire, and they will need to be accredited under the new scheme.
- For the interim period from 1 July 2019 until the expiry of current registration, private certifiers will be deemed to be accredited within the class that most closely corresponds to their current activities, as determined by the Accreditation Authority.

## What if I am already accredited with an industry body?

If you are already a member of a professional association that runs an equivalent scheme, as recognised by the Accreditation Authority under the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019, you may be eligible for accreditation in one of the classes outlined in the table below.

The Accreditation Authority may also approve alternative schemes *not* included in the table below, provided they meet the relevant criteria for professional accreditation.

| New classes in the Accredited Professionals Scheme | Proposed recognised equivalent schemes                   |
|--|--|
| Accredited professional - Building Level 1         | AIBS Building Surveyor Level 1<br>RICS Level 1           |
| Accredited professional - Building Level 2         | AIBS Building Surveyor Level 2 Limited<br>RICS Level 2   |
| Accredited professional - Building Level 3         | AIBS Assistant Building Surveyor Level 3<br>RICS Level 3 |

## What happens after I am accredited?

Once you become an accredited professional, you will be registered with the Accreditation Authority.

A database of registrants will be housed on the SA Planning Portal ([www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au)).

Accredited professionals will be able to log in to a special area of the SA Planning Portal to update their details and confirm compliance with conditions of accreditation.

## Will there be fees for accreditation?

Fees attributed to the Scheme are set out in the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019. These came into operation on 1 April 2019.

The fee charged by DPTI for the evaluation and registration of an accredited building professional will be \$560.

Where an applicant is a member of a professional association that operates a recognised equivalent scheme, the evaluation and registration fee will be \$270.

A fee of \$180 will be payable annually thereafter to DPTI for the continuation of professional accreditation.

## Will there be conditions attached to my accreditation?

All accredited professionals will have conditions attached to their accreditation.

Specifically, they will be required to:

- hold all necessary Professional Indemnity Insurance
- undertake mandatory Continuing Professional Development (CPD) units
- comply with the Accredited Professionals Scheme Code of Conduct
- notify the Accreditation Authority of any change in their professional circumstances.

Other conditions may be set down by the Accreditation Authority. It will be an offence to fail to comply with any of the conditions of accreditation.

## Do I need to apply for continuance every year?

You will only need to attain accreditation once under the Accredited Professionals Scheme, unless you wish to change or modify your class of accreditation.

However, all accredited professionals will need to prove that they comply with the conditions of their accreditation by providing evidence of compliance annually.

Accredited professionals who fail to comply with the conditions of their accreditation may be de-registered and any decisions they make during a period of de-registration may be deemed to be invalid.

The Accreditation Authority may temporarily dispense with the requirement for an annual compliance check in cases where a registrant has taken extended leave from work, or under other mitigating circumstances determined by the Accreditation Authority.

## Are there any ongoing education requirements?

To ensure the maintenance of professional standards of accredited professionals, there will be a requirement to undertake prescribed Continuing Professional Development (CPD) on an ongoing basis. One CPD unit equates to one hour of professional development.

| BUILDING  |  |
|---|--|
| Building levels 1, Building level 2 and Building level 3  | Building level 4   |
| 20 CPD units each 12 months of which must include 10 units from the following prescribed professional competencies: <ul style="list-style-type: none"> <li>• 2 units in construction practices and principles</li> <li>• 2 units in the application of performance based building code matters</li> <li>• 2 units in decision making in development assessment</li> <li>• 2 units in legislative compliance</li> <li>• 2 units in ethics in development.</li> </ul> | 10 CPD units which must include 5 units from the following professional competencies: <ul style="list-style-type: none"> <li>• 1 unit in construction practices and principles</li> <li>• 1 unit in the application of performance based building code matters</li> <li>• 1 unit in decision making in development assessment</li> <li>• 1 unit in legislative compliance</li> <li>• 1 unit in ethics in development.</li> </ul> |

## What if I am already required by my industry body to undertake Continuing Professional Development (CPD)?

If you are already required to undertake CPD as part of your professional membership with an industry body, then this can count towards your accreditation under the Accredited Professionals Scheme, as long as it aligns with the requirements of the Scheme (as outlined in the table above).

## Will I be audited as an accredited professional?

Periodic audits will be a condition of accreditation for all accredited professionals.

All accredited professionals will undergo an initial audit within the first five years of their accreditation and will then be audited at least once every five years thereafter.

Audits will be conducted by a qualified auditor, primarily for the purpose of checking whether the processes and procedures associated with the assessment of development, and the granting of any relevant consents, have been undertaken in accordance with the requirements of the *Planning, Development and Infrastructure Act 2016*.

## What kind of insurance do I need?

All accredited professionals not covered by a council's Mutual Liability Scheme, such as professionals making decisions outside of their employment by a council, are required to obtain and maintain Professional Indemnity Insurance.

As an accredited professional, you will need to provide evidence that your insurance has been maintained and is current at every periodic audit or when applying for continuance. You may also be required to produce proof of insurance in between compliance checks, at the request of the Accreditation Authority.

If your insurance lapses while registered under the Accredited Professionals Scheme, your registration as an accredited professional may be void.

## Will there be a code of conduct?

All accredited professionals will be expected to comply with an Accredited Professionals Scheme Code of Conduct. Breach of the code of conduct may result in fines and other penalties.

A complaints policy will be developed to deal with complaints against accredited professionals.

An investigations and sanctions policy will also be developed that details the procedures undertaken in an investigation and the sanctions that may result from an investigation. These sanctions may include suspension or cancellation of accreditation.

## What will ePlanning mean for me?

Accredited professionals will be able to access the ePlanning platform via the SA Planning Portal to assess development applications (see [www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au)).

The ePlanning platform will support a more efficient and centralised workflow whereby building plans can be uploaded; applications can be tracked; fees can be paid; council notifications can be lodged; historical records can be archived and communication with development applicants can occur more readily.

## Where can I find more information?

For more information, applicants can visit the Accredited Professionals Scheme page on the SA Planning Portal at [www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au).