



NOTICE TO SURVEYORS T1/2013

All items hereunder are to be considered as special directions in relation to plans and surveys pursuant to Regulation 5 of the *Licensed Surveyors (Transfer of Land Act 1893) Regulations 1961*.

MISCELLANEOUS PLAN AND SURVEY MATTERS

1. **Freehold and Strata Plan Audit Practice**
2. **Deposited Plans numbering to 400,000 range**
3. **Stitching of PDF Plan sheets in image system**
4. **Metropolitan Redevelopment Authorities Act 2011**
5. **Payment for Lodgement of Deposited/Strata Plans**

Some of the changes outlined in this notice are the result of a business process review to identify efficiencies in the plan and document processes that maintain the stability of the Land Titles Register while improving Landgate procedures and timeframes; leading to benefits to our customers.

1. Freehold and Strata Plan Audit Practice

The Registrar of Titles has now approved (on 28 February 2013) the formal adoption of the new plan audit practice as trialled (for three months from September 2012) for freehold Deposited Plans and Strata/Survey-Strata Plans using reduced checks.

Throughout the trial there were no issues reported with plan standards, as a result of the reduced plan audit practice. The practice of checking plan elements only material to the integrity of the plan in its role of supporting the Register has now been deemed acceptable. Landgate does reserve the right to conduct more thorough audit checks as necessary.

The reduced plan audit practice has improved processing times by up to 30%, enhanced consistency in audits and minimised the necessity for minor plan amendments.

In order to monitor the new audit practice over the next year, there will be a special purpose committee formed, comprising Manager Cadastral Subdivisions, Chief Inspecting Surveyor and Principal Consultant (Plans and Surveys). The committee will report directly to the Registrar on any issues or concerns regarding plan standards (arising from the practice) to ensure the stability of the Register and the sustainability of increased productivity, to ensure the Registrar's requirements and our customers' expectations are being maintained.

Surveyors are reminded that your professional compliance with the statutory requirement of a licensed surveyor, to present a plan meeting the requirements of the regulations under the *Licensed Surveyors Act 1909*, the *Transfer of Land Act 1893* and the *Strata Titles Act 1985* will continue as that requirement has not been diminished or set aside by any change to audit practice.

2. Deposited Plans numbering to 400,000 range

The Deposited Plan (DP) numbers will move to the 400,000 range from Thursday 9 May 2013. The current DP number range is nearing the limit of 79,000. Surveyors are welcome to request the final pre-allocated DP numbers in the 70,000 range.

The dual numbering of all plan types (including Crown Plans & Diagrams, easements, Townsite & District plans) carried out in July 2000 used the DP number range of 79,000 to 257,792. The DP number range of 300,000 was used for conversion plans (without graphics) to facilitate SmartRegister digital titles.

The move to the 400,000 number range for DPs is to facilitate a unique and unambiguous numbering system into the future.

3. Stitching of PDF Plan sheets in image system

As of Monday 6 May 2013, multi sheet Plans ordered from Landgate's image system should be delivered as one multi sheet PDF, replacing the current practice of one PDF per one plan sheet in the returned email.

Landgate will "stitch" together all existing separate sheets of a Plan in the image system into a single PDF (multi sheet) ensuring the return email to customers will contain only three PDFs (the plan, title list and banner sheet) which should make it easier to manage. The Land Enquiry ordering screens will also be simplified to return the complete plan for the customer.

Landgate will store a surveyor's multi sheet Plan (PDF) as lodged in the image system. Versions of this Plan (PDF) will be updated throughout the lodgement and audit process as necessary.

4. Metropolitan Redevelopment Authorities Act 2011

Previously land under the control of various Redevelopment Authorities was administered under separate legislation e.g. *Midland Redevelopment Act 1999*.

New legislation, the *Metropolitan Redevelopment Authority Act 2011*, has been enacted creating one authority for land controlled by the various Redevelopment Authorities. When dealing with Metropolitan Redevelopment Authority land, the Planning Approval section of the Deposited Plan mask should be as shown overleaf.

APPROVED BY
Hon. MINISTER FOR PLANNING
Under Sec. 20 of the Metropolitan Redevelopment Authority Act

FILE.....

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Hon. MINISTER FOR PLANNING **DATE**

5. Payment for Lodgement of Deposited/Strata Plans

Surveyors are advised that as of Monday 6 May 2013, all payments for the lodgement of Deposited and Strata Plans must be made via a Landgate Account. Payments by cash, cheque or credit card will no longer be accepted.

The streamlining of the method of payment will complement the objectives of a fully electronic plan lodgement environment and enable the Plan Lodgement Team to operate more efficiently. This change is also necessary as there have been recent instances where conflicting notifications for the method of payment resulted in unnecessary delays to the lodgement of plans.

The Survey Lodgement Self Assessment form will be updated to allow only one method of payment, that is, the lodging party must nominate a Landgate Account against which lodgement fees can be charged.

An application to set up a Landgate Account with Landgate can be obtained from <http://www.landgate.wa.gov.au/corporate.nsf/web/Forms+and+Fees>.

Any enquiries regarding plan lodgement matters can be made by contacting Jack Ngo on 9273 7387 or emailing plan.reg@landgate.wa.gov.au.



JEAN VILLANI
REGISTRAR OF TITLES

16 April 2013