

# Occupational Licensing

# Fact Sheet

July 2018  
VI.0

## New roof drainage endorsement for builder's licences

### Why has a new roof drainage endorsement been introduced?

- Prior to 2010 when Occupational Licensing laws were changed, some builders could perform roof plumbing work even though they were not a plumber.
- Since 2010 only licensed plumbers can legally perform roof plumbing. But some builders regard that change as unfair as it has hampered them getting roofs weather tight as they have to wait for a roof plumber to call. Builder associations have asked the government to see if these licensing laws could be made more flexible.
- The Administrator of Occupational Licensing has now introduced a special licence “add on” (called an endorsement) for builders to enable them to carry out some types of roof drainage work.

### What work does this endorsement allow?

- For persons with a current builder's licence, this is an additional authority to perform specific types of roof drainage work as if they were the responsible plumber: see more details below.

### When does this change start?

- These changes started on 4 July 2018

### Who can apply for the new endorsement?

1. The applicant must already be a licensed builder; and
2. They are competent to perform roof drainage work.
  - Any roof drainage work undertaken under the endorsement must be related to building work (other than roof sheeting) for which the licence holder has been engaged as the builder (eg, for a new building, alterations, additions, repairs, re-roofing of existing).
    - The builder's current Scope of Work (Low, Medium or Open) is also applicable to the endorsement (eg, a builder low-rise cannot perform roof drainage work on a high-rise building, as they are not entitled to perform any *building work* on that structure).

## Who is not eligible to apply?

Only those licensed builders who are entitled to build an entire structure, including its external cladding or roofing components, can apply. This means:

- Builders with a limited scope of work (e.g. limited to kitchens, office fit outs or similar work) are not eligible (and they would not be performing roof drainage work anyway)
- Specialist builders (licensed demolishers or fire protection builders) are also not eligible.

## What does the endorsement allow?

- Roof drainage work on any Class of building – residential or commercial uses
- It is applicable to any Category of Building Work (Low Risk, Notifiable Work or High Risk) as Determined by the Director of Building Control.
- The endorsed licensee can “contract” with owner for that limited aspect of plumbing work (as they are the contractor for the associated building work) and don’t have to also hold a contractor or nominated manager licence under the licensing laws.

## Endorsement’s work scope in detail

A licensee with this endorsement may perform the following types of roof drainage work:

Work on a roof drainage system (associated with the performance of building work), comprising either:

- ✓ a new installation of a system or drainage components; or
- ✓ an alteration or addition to an existing drainage system;

including installation of these roof drainage system components:

- ✓ roof gutter (including box gutters)
- ✓ roof valley
- ✓ metal roof ridge
- ✓ metal roof weathering
- ✓ any flashing associated with any such gutter, valley, ridge, or weathering.

## What work is not allowed under the endorsement?

Types of roof drainage work **not** permitted under this licence endorsement include:

- ✗ repairs of a roof plumbing installation (when not associated with building work)
- ✗ work on servicing, testing, commissioning maintaining or disconnecting a roof drainage system (when not associated with building work)
- ✗ decommissioning or removal of an existing roof drainage system (or its components) except as a “like for like replacement” of similar components as part of associated building work
- ✗ installation of downpipes

- ✗ work on a subsurface drainage systems or drainage work that will be below ground when completed
- ✗ work on a surface drainage system that is not intended for the drainage of a roof surface (example: runoff from driveways, paved areas etc.)
- ✗ connection of a roof drainage system to stormwater services e.g. council stormwater service)
- ✗ connection of a roof plumbing system to an on-site stored water supply (drinking water or fire fighting water supply)
- ✗ An endorsement also does not permit the licensed builder to advertise that they are a roof plumbing contractor

Other types plumbing work that are **not** permitted under the licence endorsement include:

- ✗ any other class of plumbing work (e.g. water supply, wastewater management)
- ✗ design of any plumbing work.

### **Will builders need a start work authorisation for roof drainage work?**

Yes, the builder will need to notify the council permit authority that they intend to undertake roof drainage work. They will be issued with a start work authorisation. They may have to notify the permit authority again if inspections of roof plumbing work is required by it.

### **Will builders issue Standard of Work Certificates for their roof drainage plumbing work?**

Builders can issue their Standard of Work Certificate (Form 71B) for roof drainage for which they were responsible and the builder does not need to have their work also signed off by a licensed plumber-practitioner certifier.

### **Can I advertise that I am a roof plumber?**

No, only a fully licensed roof plumber can advertise that they can perform roof plumbing work. Builders with this endorsement can only do restricted types of roof plumbing work, and it does not make them into a roof plumber.

The roof drainage work that the endorsed builder can perform also has to be associated with building work on a particular building they have contracted to do.

### **Does this endorsement allow 'like for like' replacements?**

Only if the replacement of any roof drainage components is directly related to performance of associated building work for which the builder has been contracted to perform on the building.

The repair or replacement work must also have been designed by a licensed designer or a licensed plumber practitioner-certifier.

## **Does this endorsement affect installing roof sheets?**

No. If you already do roof sheeting work, you don't need to apply for this new endorsement. It does not affect a licensed builder's existing right to install:

- roof sheeting (metal, plastic or similar types) or
- roof tiles (concrete, terracotta or similar types) or
- roof slates

for the shedding of stormwater to a roof drainage system.

## **Can installers of flues, skylights and other roof penetrations, apply for this endorsement to install roof flashings?**

Not unless they are a licensed builder. Otherwise, installation of flashing on roofs remains the work of a licensed roof plumber.

# **Applications for the new licence endorsement**

## **How do I get this endorsement?**

You will need to make an application to the Administrator of Occupational Licensing for this endorsement to be granted – there is no automatic right to practise in this specialist trades area.

## **What happens if builders do not apply for this endorsement?**

They must not perform any roof drainage work at all: – doing so risks a fine or loss of their licence.

## **Is there a cut-off date to apply for an endorsement?**

No. Builders may apply at any time.

## **Is there a test or training?**

- No tests. Only a self-assessment process applies.
- There are no specific training requirements or courses required to gain the endorsement. Later there are on-going Continuing Professional Development obligations.

## **What is the endorsement self-assessment process?**

1. Download the Self-Assessment Form from the CBOS website (see contact details on the last page of this Fact Sheet)
2. State relevant experience of construction, with emphasis on roof drainage
3. Provide qualifications (if any) in roof drainage related skills
4. Sign statutory declaration at bottom
5. Attach it to the Endorsement Application Form
6. Send everything by email to [CBOS.info@justice.tas.gov.au](mailto:CBOS.info@justice.tas.gov.au)

## What is the required practical experience of applicants?

- The builder will have contracted for all aspects of the construction work on buildings including as a supervisor of sub-trades; and
- Has either performed roof drainage work themselves or have arranged for the installation of that work by a licensed roof plumber under their general supervision.

Information of this nature is to be provided on the self-assessment form.

## How much is the endorsement fee?

Licensing fees may be paid either annually or for three-year period. That applies to the builder licence and also to any endorsements or additional licences held.

- The roof drainage endorsement annual fee is \$107.44, or \$284.40 for a three year period. There is no separate application fee for the endorsement.
- For a three year period a builder's licence with roof drainage endorsement will be a total of \$1,303.50, comprised of:
  - \$1,019.10 for the builder licence; plus
  - \$284.40 for the endorsement

### Notes:

- These amounts use the fee scale applicable for the 2018 - 2019 financial year. Licence fees increase every year on 1 July.
- The roof plumbing endorsement fee is equivalent to the licence fee a plumber pays and less than a builder licence fee.

## What is the application process?

Complete and lodge the following with Consumer Building and Occupational Services (CBOS is the agency that implements licensing activities for the Administrator of Occupational Licensing):

1. Endorsement Application Form
2. Self-assessment form with a statutory declaration
3. Signed agreement to the limitations and requirements of the licence endorsement
4. Evidence of holding a current builder's licence (quote your licence number)
5. Include the endorsement fee (annual or three years - see fee details above).

Visit [www.cbos.tas.gov.au](http://www.cbos.tas.gov.au) then click on 'Licensing and Registration' then choose 'Access My Licence account'.

## Is specific insurance needed for gaining the endorsement?

- Not by the Government, as a licensed builder is already required to have contract works and public liability insurance for building work they perform or manage.
- However if there is any doubt whether these policies cover plumbing (roof drainage) work, builders should check with their insurer.

## How long does an endorsement last?

As long as the builder remains licensed and pays the endorsement fee.

## Licensee requirements after an endorsement is granted

The holder of the licence is personally responsible for the roof drainage work that is undertaken on site, meaning that the licensee:

- must do the work, supervise the work or ensure the person doing the work is licensed (as a plumber practitioner) to do the work (which is a requirement which applies to all plumbing work);
- must undertake some continuing professional development (CPD) activities related to roof drainage as part of their overall CPD requirements as licensed builder (minimum of 12 points per year); and
- during first year of holding this licence endorsement they must notify Consumer, Building and Occupational Services (CBOS) of each job where they will use the endorsement for work and cooperate with an audit of those jobs when required.

## Process for notifications of roof drainage work

Licensees are to provide CBOS with copy of each building surveyor's authorisation for them to start work on the *building work project they are responsible for*. This applies to Notifiable Work and Permit work.

Example: a copy of the Form 39 (start Work Authorisation) is to be sent for each project where the builder and will perform aspects of the roof drainage work

For Low Risk work (such as large farm sheds) – a copy of the Form 80 that is sent to the council once work is finished, should be sent to CBOS.

Send a copy of those notices or forms by email to [CBOS.info@justice.tas.gov.au](mailto:CBOS.info@justice.tas.gov.au)

## Will there be inspections or auditing of work?

- Random inspections of roof drainage work will be performed during their first 12 months. The Administrator of Occupational Licensing will either inspect the work or conduct a desk top audit by inspecting records.
- The Council Permit Authority retains its general powers to inspect all plumbing work at the stages it has nominated

## Who fixes defective roof drainage work?

The licensed builder is responsible for rectifying any defective roof drainage work they have performed that does not comply with plumbing standards (Plumbing Code of Australia) or with the specific permit or certificate issued as the approval for each individual project.

## Can endorsements be revoked?

Yes. The Administrator of Occupational Licensing can revoke endorsements if the licensee:

- has performed unsatisfactory roof drainage work
- has not undertaken CPD activities relevant to the endorsement
- has not undertaken a remedial course that had been required by the Administrator
- is guilty of misconduct

## Related information

- Occupational Licensing (Restricted Roof Drainage Endorsement) Determination June 2018
  - The Administrator has made a Licensing Determination that has more details about the endorsement and the work types it covers.
- Endorsement and self-assessment application form
  - Go to [www.cbos.tas.gov.au](http://www.cbos.tas.gov.au)

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