



Victoria Government Gazette

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Building Act 1993

MINISTER'S GUIDELINE UNDER SECTION 188 OF BUILDING ACT 1993

I, the Hon Richard Wynne MP, Minister for Planning, issue this guideline under section 188(1)(a) of the **Building Act 1993**.

Preamble

This Guideline is issued by the Minister for Planning under section 188(1)(a) of the **Building Act 1993** relating to fees under Division 1A of Part 11 of the Act. The Victorian Building Authority (VBA) must have regard to this Guideline under section 188(5) of the Act in determining these fees.

This Guideline commences on publication in the Government Gazette and must be reviewed before 1 April 2025.

The Minister's Guideline *MG-10: Building Practitioners Board – Fees* issued on 7 June 2005 is revoked upon commencement of this Guideline.

1 Introduction

The **Building Act 1993** (the Act) sets out the framework for the regulation of construction, building standards and the maintenance of specific building safety features. The VBA is Victoria's principal regulator for the building and plumbing industries.

The VBA regulates the building and plumbing industries in accordance with the provisions of the Act, the Building Regulations 2018 and the Plumbing Regulations 2018.

Part 12 of the Act provides for the Minister for Planning to issue guidelines relating to fees to be charged under the Act and regulations.

The fees in this guideline are payable under Division 1A of Part 11 of the Act.

Guidelines issued by the Minister must be published in the Governmental Gazette.

2 Purpose and legal status

This Guideline is made under section 188(1)(a) of the Act. Under section 188(5) of the Act, the VBA must have regard to the Minister's Guideline in determining any fees.

This Guideline sets out fees for building practitioner registration, annual and renewal fees depending on category and class of registration, and other associated fees. The specified fees are set out in section 3.

Under section 188(2) of the Act, the Guideline may specify the fees, specify maximum or minimum fees, or specify different fees for different classes of cases. This includes refunding, reducing or waiving fees in special circumstances such as financial hardship or pro-rata of fees to align timing of annual or renewal fees when a practitioner has more than one registration category. Special circumstances attracting reduced or no fees and pro-rata of fees are specified fee categories in section 3. A guide to determining whether special circumstances exist is set out in section 4.

While the VBA must have regard to the Guideline in fixing building practitioner fees, the fees fixed by the VBA may from time to time be changed to reflect increases in underlying costs incurred in providing regulatory services. The fees may also be indexed each year at the annual rate fixed by the Treasurer under section 5(4) of the **Monetary Units Act 2004**.

SPECIAL

3 Fees

The specified fees are set out in the following tables and appendices below.

Tables 1 and 2 set out fees for individual practitioners and Tables 3 and 4 set out fees for corporate practitioners. A full list of fees for each registration category by type of practitioner is provided in Appendix A (for individual practitioners) and Appendix B (for corporate practitioners).

Table 1: Individual practitioner fees

PRACTITIONER FEES	Category of Registration [^]				
	Domestic Builder Unlimited*	Domestic Builder Limited	Commercial Builder Unlimited	Commercial Builder Limited	Other Categories of Registration
Registration fee	\$920.00	\$736.00	\$736.00	\$588.80	\$588.80
Annual fee (yearly)	\$460.00	\$368.00	\$368.00	\$294.40	\$294.40
Renewal fee (every 5 years)	\$1,012.00	\$809.60	\$809.60	\$647.70	\$647.70
Registration fee for additional registrations within same category	\$588.80		\$471.10		\$471.10
Annual fee for additional registrations within same category	\$294.40		\$235.60		\$235.60
Renewal fee for additional registrations within the same category	\$647.70		\$518.20		\$518.20

[^] See Appendix A - List of fees for each registration category (individual).

*Includes Domestic Builder (Manager) (class of registration ceases 30 June 2022) until open permits are closed.

Table 2: Other fees (individual practitioners)

OTHER FEES		
	When Applied	Fee
Late fee for renewal	Applied if late payment of renewal fee	\$303.60
Duplicate certificate	Payment if duplicate certificate requested	\$41.30
Replacement ID card	Payment if replacement ID card requested	\$41.30
Pro-rata fees	To align timing of annual or renewal fees when there is more than one registration category	Pro-rata fees as appropriate
Special circumstances	As set out in section 4 below	Reduced or no fee

Table 3: Corporate practitioner fees

PRACTITIONER FEES	Category of Registration [^]				
	Domestic Builder Unlimited*	Domestic Builder Limited	Commercial Builder Unlimited	Commercial Builder Limited	Other Categories of Registration
Registration fee	\$1,288.00	\$1,030.40	\$1,030.40	\$842.40	\$842.40
Annual Fee (yearly)	\$644.00	\$515.20	\$515.20	\$412.20	\$412.20
Renewal (every 5 years)	\$1,416.80	\$1,133.50	\$1,133.50	\$906.80	\$906.80
Registration fee for additional registrations within same category	\$824.40		\$659.50		\$659.50
Annual fee for additional registrations within same category	\$412.20		\$329.80		\$329.80
Renewal fee for additional registrations within the same category	\$906.80		\$725.40		\$725.40

[^] See Appendix B - List of fees for each registration category (corporate).

*Includes Domestic Builder (Manager) (class of registration ceases 30 June 2022) until open permits are closed.

Table 4: Other fees (corporate practitioners)

OTHER FEES	When applied		Fee
Late fee for renewal	Applied if late payment of renewal fee		\$425.10
Duplicate certificate	Payment if duplicate certificate requested		\$41.30
Pro-rata fees	To align timing of annual or renewal fees when there is more than one registration category		Pro-rata fees as appropriate
Special circumstances	As set out in section 4 below		Reduced or no fee

4 Special Circumstances

In determining whether special circumstances exist the VBA may consider any of the following:

- a) The fee amount to be paid (it is likely to be harder for an applicant to demonstrate special circumstances if the fee to be paid is low);
- b) Whether payment of the fee is likely to cause financial hardship;
- c) Whether payment of the fee (either fully or partially) would cause unavoidable detriment to the person's ability to work as a building practitioner;
- d) Whether any other action can be taken to minimise the hardship (e.g. renew the registration for shorter period, requiring payment on a pro-rata basis);
- e) Whether the person has been affected by any fire, flood, explosion or natural disaster or other serious event outside the person's control;
- f) Whether an administrative error occurred as a result of action or inaction by the VBA;
- g) Whether the VBA has previously exempted the person (either wholly or partially) from paying a prescribed fee, and the reasons for that exemption;
- h) Any other factors that the delegate reasonably consider relevant in the circumstances.

Made by the Minister for Planning under section 188(1)(a) of the **Building Act 1993**.

THE HONOURABLE RICHARD WYNNE MP
Minister for Planning

Appendix A – List of fees for each registration category (individual)

Registration Categories (Individual)		Registration Fees		Annual Fees		Renewal Fees (5 Yearly)	
		Only One Category of Registration	Additional Registrations in Same Category	Only One Category of Registration	Additional Registrations in Same Category	Only One Category of Registration	Additional Registrations in Same Category
Domestic Builder – Unlimited	DB-U	\$920.00	\$588.80	\$460.00		\$1,012.00	\$647.70
Domestic Builder – Limited	DB-L	\$736.00		\$368.00	\$294.40	\$809.60	
Domestic Builder – Manager*	DB-M	-	-	\$460.00		-	-
Commercial Builder – Unlimited	CB-U	\$736.00	\$471.10	\$368.00	\$235.60	\$809.60	\$518.20
Commercial Builder – Limited	CB-L	\$588.80		\$294.40		\$647.70	
Building Surveyor – Unlimited	BS-U	\$588.80	\$471.10	\$294.40	\$235.60	\$647.70	\$518.20
Building Surveyor – Limited	BS-L	\$588.80		\$294.40		\$647.70	
Draftsperson Building Design (Architectural)	DP-AD	\$588.80		\$294.40		\$647.70	
Draftsperson Building Design (Interior)	DP-ID	\$588.80	\$471.10	\$294.40	\$235.60	\$647.70	\$518.20
Draftsperson Building Design (Services)	DP-SD	\$588.80		\$294.40		\$647.70	
Builder – Demolition – Unlimited	BD-U	\$588.80		\$294.40		\$647.70	
Builder – Demolition – Med Rise	BD-M	\$588.80	\$471.10	\$294.40	\$235.60	\$647.70	\$518.20
Builder – Demolition – Low Rise	BD-L	\$588.80		\$294.40		\$647.70	

Building Inspector – Unlimited	IN-U	\$588.80	\$471.10	\$294.40	\$235.60	\$647.70	\$518.20
Building Inspector – Limited	IN-L	\$588.80		\$294.40		\$647.70	
Building Inspector – Pool Safety	IN-PS	\$588.80		\$294.40		\$647.70	
Project Manager (Domestic)	PM-D	\$588.80	–	\$294.40	–	\$647.70	–
Quantity Surveyor	QS	\$588.80	–	\$294.40	–	\$647.70	–
Supervisor – Temp Structure Class 1	V1	\$588.80	\$471.10	\$294.40	\$235.60	\$647.70	\$518.20
Supervisor – Temp Structure Class 2	V2	\$588.80		\$294.40		\$647.70	

* Includes Domestic Builder (Manager) (class of registration ceases 30 June 2022) until open permits are closed.

Appendix B – List of fees for each registration category (corporate)

Registration Categories (Corporate)	Registration Fees		Annual Fees		Renewal Fees (5 Yearly)	
	Only One Category of Registration	Additional Registrations in Same Category	Only One Category of Registration	Additional Registrations in Same Category	Only One Category of Registration	Additional Registrations in Same Category
Domestic Builder - Unlimited	DB-U	\$1,288.00	\$644.00	\$824.40	\$1,416.80	\$906.80
Domestic Builder - Limited	DB-L	\$1,030.40	\$515.20	\$824.40	\$1,133.50	\$906.80
Domestic Builder – Manager*	DB-M	-	\$644.00	-	-	-
Commercial Builder - Unlimited	CB-U	\$1,030.40	\$515.20	\$659.50	\$1,133.50	\$725.40
Commercial Builder - Limited	CB-L	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40
Building Surveyor - Unlimited	BS-U	\$824.40	\$412.20	\$659.50	\$906.80	\$725.40
Building Surveyor - Limited	BS-L	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40
Draftsperson Building Design (Architectural)	DP-AD	\$824.40	\$412.20	\$659.50	\$906.80	\$725.40
Draftsperson Building Design (Interior)	DP-ID	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40
Draftsperson Building Design (Services)	DP-SD	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40
Builder - Demolition - Unlimited	BD-U	\$824.40	\$412.20	\$659.50	\$906.80	\$725.40
Builder - Demolition - Med Rise	BD-M	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40
Builder - Demolition - Low Rise	BD-L	\$824.40	\$412.20	\$824.40	\$906.80	\$725.40

Building Inspector - Unlimited	IN-U	\$824.40	\$659.50	\$412.20	\$329.80	\$906.80	\$725.40
Building Inspector - Limited	IN-L	\$824.40		\$412.20		\$906.80	
Building Inspector - Pool Safety	IN-PS	\$824.40		\$412.20		\$906.80	
Project Manager (Domestic)	PM-D	\$824.40	-	\$412.20	-	\$906.80	-
Quantity Surveyor	QS	\$824.40	-	\$412.20	-	\$906.80	-
Supervisor - Temp Structure Class 1	V1	\$824.40	\$659.50	\$412.20	\$329.80	\$906.80	\$725.40
Supervisor - Temp Structure Class 2	V2	\$824.40		\$412.20		\$906.80	

* Includes Domestic Builder (Manager) (class of registration ceases 30 June 2022) until open permits are closed.

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