



Government of Western Australia
Department of Mines, Industry Regulation and Safety



Land Valuation in Western Australia

Compliance Handbook



This booklet is designed to assist licensed land valuers in Western Australia to understand and comply with the legislative framework that applies to them.

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National Relay Service: 13 36 77
Quality of service feedback line: 1800 304 059
This publication is available in other formats on request to assist people with special needs.

Disclaimer

This publication contains general information that was current at the time of publication. If you have specific enquiries about matters relating to your situation then you are strongly urged to seek independent professional advice. The producers of this publication expressly disclaim any liability arising out of a reader's reliance on this publication.

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Introduction

The Department of Mines, Industry Regulation and Safety – Consumer Protection Division (Consumer Protection) assumed the Land Valuers Licensing Board’s regulatory and disciplinary functions after the Board was abolished in July 2011.

Consumer Protection and Board staff worked closely to ensure the smooth transition of the Board’s statutory functions. While there has been little change to the day-to-day administration, a proactive compliance program has been introduced for licensed land valuers, bringing it in line with compliance programs for other property industry professionals. This program now operates in addition to Consumer Protection’s regular compliance and enforcement activities.

The program has been developed in consultation with the Australian Property Institute (WA Division) and it is planned that all practising land valuers located in Western Australia will be visited on a rolling three-year cycle.

The objectives of this proactive program are to:

- promote a culture of compliance by assisting valuers to understand and comply with the legislative framework;
- offer advice and support to the industry in an effort to avert operational problems;
- promote the use of compliance tools;
- encourage high levels of industry best practice;
- provide protection to consumers; and
- enhance Consumer Protection’s knowledge and understanding of issues confronting land valuers.

Preparing for a visit

Proactive compliance visits provide land valuers with information about the roles and functions of Consumer Protection in relation to land valuers, in an informal question-and-answer forum. These visits are provided at no cost and can be booked by calling the Consumer Protection Contact Centre on **1300 304 054**.

A checklist has been developed that will assist land valuers to prepare for a visit. The checklist is a useful tool for land valuers who wish to measure their own compliance before a proactive visit, or at any other time. The checklist is available from the land valuers’ page on the website at www.commerce.wa.gov.au/consumer-protection/land-valuers

It is important that land valuers are fully aware of the requirements outlined in the Licensed Valuers Code of Conduct (the Code), as well as all other applicable legislation. A copy of the Code can be found on the land valuers’ page on the above website.

How the visit is conducted

A proactive compliance visit will check:

- your licence validity;
- that students, assistants and unlicensed personnel are adequately supervised;
- that appropriate risk management procedures, including those to ensure compliance, are in place;
- that the legislative framework is known and readily accessible to staff;
- awareness of professional indemnity insurance;
- whether a land valuer carries out valuation work with diligence and competence in accordance with the *Land Valuers Licensing Act 1978* and the Code; and
- the agency's records and reports are compliant with the Code. For example:
 - ▶ written client instructions;
 - ▶ full details of inspection;
 - ▶ statements of any assumptions, conditions and limitations; and
 - ▶ particulars of any interests and/or conflicts of interest arising.

More detailed information is available from the checklist on the website.

Land valuers licensing requirements

Applicants must meet certain criteria before being issued with a licence. Only suitably qualified applicants with experience are permitted to operate as land valuers.

To become a licensed land valuer you must either:

- be a current Associate, Fellow or Life Fellow member of the Australian Property Institute with the designation Certified Practicing Valuer;
- be a member of the Royal Institution of Chartered Surveyors (RICS), with a designation of General Practice, Valuation or Commercial Property Surveyor (any of which must have been obtained before 1 January 2000) and have at least four years' practical valuation experience;
- have attained the appropriate degree in property valuation studies and have at least four years' practical valuation experience; or
- provide such evidence as the Commissioner requires that you are a person of good character and repute and are competent to carry out the duties of a licensed valuer.

If you hold a current licence in another participating State or Territory you will need to complete and lodge a Notice for 'Registration of Equivalent Occupation' to be a licensed land valuer in Western Australia.

Licensed land valuers must abide by the Licensed Valuers Code of Conduct, which provides a set of legally binding standards for the conduct of land valuations in this State.

Licence renewals

Land valuer licences are valid for three years from the date of first grant or last renewal. As a courtesy, licensees are generally sent a reminder notice prior to the expiry of their licence. However, it is your responsibility to ensure your licence is renewed at the appropriate time.

If you wish to renew your licence for a further three-year period, you are required to make an application to Consumer Protection no later than 28 days after the licence expires. Licence Renewal form **LV3** is available by selecting the Licensing tab from the department's website at www.consumerprotection.wa.gov.au

Please note, an additional **late fee** is payable for applications that are received within 28 days after the licence expiry date.

Renewal applications received later than 28 days after the licence expiry date will not be considered and therefore the **licence will expire**. You will need to apply for a new licence to continue to be a licensed land valuer. Information about applying for a new licence is available from the Consumer Protection website.

In light of the above, Consumer Protection encourages licence renewal applications to be submitted at least one month before the expiry of the current licence. If you do not intend to renew your licence, written advice to this effect is appreciated.

Useful contacts

Department of Water and Environmental Regulation

(08) 6364 7000
www.dwer.wa.gov.au
 info-der@dwer.wa.gov.au

Department of Finance

(08) 6551 1000
 State Revenue: (08) 9262 1400
www.finance.wa.gov.au
 osr@finance.wa.gov.au
 Building Management and Works:
 (08) 6551 1600
 bmwcomplaintsandfeedback@finance.wa.gov.au

Department of Communities (Housing)

1800 093 325
www.housing.wa.gov.au
 generalenquiries@housing.wa.gov.au

Department of Planning, Lands and Heritage

(08) 6551 8002
www.dplh.wa.gov.au
 info@dplh.wa.gov.au
 (formerly land related functions of the Department of Indigenous Affairs and Heritage Council of WA)

Department of Treasury

(08) 6551 2777
www.treasury.wa.gov.au
 info@treasury.wa.gov.au

Department of Water

(08) 6364 7600
www.water.wa.gov.au
 primehouse.reception@dwer.wa.gov.au

Landgate

(08) 9273 7373
www.landgate.wa.gov.au
 customerservice@landgate.wa.gov.au

Main Roads

13 81 38
www.mainroads.wa.gov.au
 enquiries@mainroads.wa.gov.au

Metropolitan Redevelopment Authority

(08) 6557 0700
www.mra.wa.gov.au
 reception@mra.wa.gov.au

State Law Publisher

(08) 6552 6000
www.slp.wa.gov.au
 sales@dpc.wa.gov.au

WA Local Government Association

(08) 9213 2000
<https://walga.asn.au/>
 info@walga.asn.au

Water Corporation (Watercorp)

(08) 9423 7777
 Building Services and Subdivision Enquiries: 13 13 95
www.watercorporation.com.au
 building.services@watercorporation.com.au

Metric and Imperial Conversions

Inch		Centimetre (cm)
0.3937	1	2.54*
Link		Metre
4.97096	1	0.201168
Chain		Metre
0.0497	1	20.1168
1 chain = 22 yards = 66 feet		
Square feet (sq.ft)		Square metres (m²)
10.7639	1	0.0929
'Square'		m²
0.107639	1	9.290304
1 "square" = 100 sq.ft		
\$ Per sq.ft		\$ Per m²
\$0.0929	1	\$10.7639

Feet		Metre (m)
3.281	1	0.3048*
Yard		Metre
1.0936	1	0.9144*
Mile		Kilometre (km)
0.6213	1	1.6093*
100cm = 1m; 1000m = 1km		
Perch		m²
0.0395	1	25.2929
Rood		m²
0.000988	1	1011.71
Acre		Hectare (ha)
2.471	1	0.4046
\$ Per acre		\$ Per ha
\$0.4046	1	\$2.47105

* Exact measurement (other conversions have been rounded)

Government of Western Australia

Department of Mines, Industry Regulation and Safety

Consumer Protection

Contact Centre 1300 304 054
(for the cost of a local call statewide)

8.30am – 4.30pm Mon, Tue, Wed and Fri

9.00am – 4.30pm Thurs

Gordon Stephenson House

Level 2/140 William Street

Perth Western Australia 6000

Administration: (08) 6251 1400

National Relay Service: 13 36 77

Online

Website: www.consumerprotection.wa.gov.au

Email: consumer@dmirs.wa.gov.au

Mailing address

Locked Bag 100

East Perth WA 6892

Regional offices

Goldfields/Esperance (08) 9021 9494

Great Southern (08) 9842 8366

Kimberley (08) 9191 8400

Mid-West (08) 9920 9800

North-West (08) 9185 0900

South-West (08) 9722 2888



National Relay Service: 13 36 77

Translating and Interpreting Service (TIS) 13 14 50

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