**LICENSED SURVEYOR’S REPORT**

**PLAN NUMBER:**

**SURVEYOR:** Licensed surveyor’s name.

**SURVEYOR’S**

**REFERENCE:**

**PURPOSE:** E.g. Subdivision, Application under section “xx” TLA, Crown Survey,

Re-establishment Survey, …

**CROWN** Attention is to be paid to the Crown description. The Parish must be

**DESCRIPTION** included. If the description is a Portion, rather than Allotment,

**OF LAND:** the correct term must be used.

If a special Crown description applies and is still current, then ensure it is used.

See section 5.5 of the Victorian Cadastral Surveys Practice Directives (VCSPD) for further details.

**MUNICIPALITY:**

**TITLE** List all relevant title references whether freehold, Crown folios, lease hold or

**PARTICULARS:** general law deed.

**APPURTENANT** State if any easements are appurtenant to the land and describe the

**EASEMENTS,**  easement purpose and if applicable, the origin.

**ROAD ABUTTALS:** If a Government road is an abuttal, state same here.

Justify any road abuttal not known to title by providing evidence under the

*Road Management Act 2004*, or proclamation of a public highway in a

Victorian Government Gazette, or any other relevant documentation.

**ENCUMBRANCES:** A statement to the effect that specifies if existing easements are shown in

accordance with title, or not.

Reference to be made to any easements appropriated in the current plan.

**SURVEY INFORMATION** A comprehensive list of surveys used is to be included.

**USED:**

**SURVEY INFORMATION** A comprehensive list of surveys perused is to be included.

**PERUSED:**

**DATUM RELATIONSHIPS:** This may be broken into sub-headings reporting on:

**MGA2020 Connection** Specify if the survey is on MGA2020 bearing datum and the Zone. Explain the derivation and comparisons between the survey findings and the SCN marks. Quote which SCN marks were used to derive the bearing datum.

All distances reported on must be ground distances.

**Bearing Datum**  If the bearing datum is not MGA2020, detail the derivation and comparisons between the survey findings and the existing marks. Identify and describe common points with the prior surveys using traditional descriptors such as “Datum ‘A’-‘B’-‘C’ vide LPxxxxx”.

**Cadastral Datum** Clearly describe the derivation of the cadastral datum. Provide clear comparisons between the survey findings and the prior surveys. For example:

‘A’-‘B’ ‘B’-‘C’

LPxxxxx 179°59’00” 201·17m 90°00’00” 100·58m

Survey 187°32’40” 201·43m 97°33’30” 100·73m

 +7°33’40” +0.26m +7°33’30” + 0·15m

Several comparisons may need to be shown.

A statement needs to be provided describing the rotations necessary for each survey comparison.

Differences are to be reported on and set out in detail, with the method of verification of the current work described.

**ALIGNMENTS AND** A full and comprehensive description of how the road alignments and parcel

**BOUNDARIES** boundaries were adopted must be included.

**ADOPTED** The factors influencing the adoptions must be clearly outlined and agree with the abstract of field records. This should include the relationships from old survey marks to adopted corners.

Irregular boundaries are to be reported on thoroughly. The adoption of an irregular boundary may result in large excesses and/or deficiencies. These are to be described in detail.

**OCCUPATION** Discussions are to include ages of occupation (fences and buildings) if not detailed on the abstract of field records. Can the fencing be identified with earlier surveys; can occupation be accepted as a Crown boundary?

Comparisons and differences are to be reported on and set out in detail.

**OLD SURVEY** Relevant information regarding old marks can be described in this section, if

**MARKS:** necessary.

**NEED FOR** Provide comment as required.

**AMENDMENT**

**OF TITLE:**

**EFFECT ON GOVT.** State if the survey has any effect upon Government roads or Crown lands.

**ROADS OR** Has the consent of the Surveyor-General been obtained?

**CROWN LANDS** If so, provide a case or file number.

**CONNECTION TO** List the registered number of all the PMs connected to in the survey and

**PMs & PCMs:** shown on the abstract of field records. This is to include Parish name(s)

when different from the Parish of the land under survey.

List the numbers of all PCMs found and placed in the survey.

The licensed surveyor is to ensure that the number of PMs and PCMs connected to accords with the requirements of regulation 11(3) of the *Surveying (Cadastral Surveys) Regulations 2015*.

Note that there is no requirement to list other marks found such as ORMs and instrument points. However, where a licensed surveyor considers this as relevant information, they may include this under the heading ‘OLD SURVEY MARKS’.

**MARKING OF** A clear statement that all boundaries have/have not been marked pursuant

**BOUNDARIES:** to regulation 9 of the *Surveying (Cadastral Surveys) Regulations 2015* is to be made.

See section 3 of the VCSPD for further details.

**EQUIPMENT** Section 5.4 of the VCSPD outlines the calibration/verification requirements

**CALIBRATION** of the equipment used to measure during the survey**.**

**/VERIFICATION:** See section 5.4.1 of the VCSPD for EDM calibration requirements.

See section 5.4.2 of the VCSPD for GNSS verification requirements.

See section 5.4.3 of the VCSPD for emerging technology requirements.

**CURRENCY:** A statement to the effect that the survey is not more than two years old.

OR

If the survey exceeds two years of age, the licensed surveyor must attest to the conditions set out in section 6.1.2 of the *VCSPD*.

**OTHER RELEVANT** Any other particulars to be provided in this section.

**DETAILS:**

**LICENSED** Sign your name here, or if digitally signed in SPEAR, insert the words

**SURVEYOR:** “Digitally signed”

**DATE:** Insert date or, if Digitally signed, leave blank.