



## Building Inspection Policy

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<i>Responsible Officer(s):</i>	<i>Manager Environmental and Inspectorial Services</i>
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<i>Applicable Legislation:</i>	<i>Development Act 1993, section 71a</i>
<i>Relevant Policies:</i>	
<i>Related Procedures:</i>	
<i>Delegations:</i>	<i>Refer to Council's Delegations Register</i>

## **KINGSTON DISTRICT COUNCIL**

### **BUILDING INSPECTION POLICY**

#### **Development Act 1993 – Section 71a**

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##### **1. Introduction**

Council is required under the Development Act 1993 to develop and implement a Building Inspection Policy. The Act requires the following to be included in the policy.

- (a) a level or levels of audit inspections to be carried out by the Council on an annual basis with respect to building work within its area (including building work assessed by private certifiers under Part 12) involving classes of buildings prescribed by the regulations; and
- (b) the criteria that are to apply with respect to selecting the buildings that are to be inspected under the policy

This policy sets out the minimum requirements for the Notification and Inspection of Development within the Kingston District Council area

##### **2. Building Work Inspections**

Inspections will be undertaken by Council's Authorised Officer in respect to Section 71a of the Development Act 1993 with the following priorities:

- Buildings which may effect life safety, building fire safety or appear to be dangerous will take priority over other inspections.
- Customer requests or complaints will be given priority over random inspections.
- Attention will be given to buildings that may be occupied by large numbers of people.
- Owner Builders will be given priority over licensed builders.
- The past performance of the Builder will be taken into account.
- Council will carry out inspections at one of the notification stages in the percentages outlined below.

- Council shall require notification from the builder at the following stages
  1. Commencement of building work on site
  2. Placing of any footing
  3. Completion of walls and roof framing
  4. Completion of masonry walls
  5. Completion of wet areas prior to tiling
  6. Completion of work on site
  7. Swimming pool fencing, prior to filling pool.

Specific types of inspections and inspection levels are as follows:

1. A number of inspections equal to 66% of building rules consents issued over the course of the year for building work involving the construction of any roof framing (other than free standing Class 10a) where licensed building work contractor (builder) is responsible for the relevant work.
2. A number of inspections equal to 90% of building rules consent issued over the year for building work involving the construction of roof framing (other than free standing Class 10a) where a licensed building contractor is not responsible for the relevant building work.
3. Swimming pools shall be inspected for installation of safety barriers prior to the pool being filled with water at a rate of 90% of notifications.

### **3. Planning Inspections**

Planning inspections shall be done to monitor development in the Council area for compliance with the approval, including any conditions. These should be done when the completion of the building is notified, with random inspections carried out as resources allow.

### **4. Unauthorised Development**

Inspections on unauthorised building work will be carried out on a random basis as resources allow. Complaints resulting from work that is unauthorised will be followed up.

**5. Dangerous Structures**

Reports of dangerous structures or potentially life threatening situations concerning building work within the Council area will be followed up as soon as possible and any necessary action will be taken immediately.

**6. Review and Evaluation of Policy**

The effectiveness of this Policy shall be reviewed at least once every four years, being the term of the Council. The Chief Executive Officer of the Council will report to Council on the outcome of the evaluation and make recommendations for amendment, alternation or a substitution of a new policy.

**7. Adoption of the Policy**

This Policy was reviewed by the Council on 20 August 2004 (resolution number 2546).

This policy was reviewed by Council on 20 April 2007 (resolution number 4104).

This policy was reviewed by Council on 25 February 2011 (resolution number 7131).

This policy was amended by Council on 20 April 2012 (resolution number 7814).

This policy was amended by Council on 18 May 2012 (resolution number 7447).

This policy was reviewed by Council on 17 April 2015 (resolution number 9260).

**8. Availability of the Policy**

This Policy will be available for inspection at the Council's principal office during ordinary business hours. Copies will also be provided to interested members of the community upon request, and upon such payment of the fee set by Council.