



How can you speed up your consent or make sure your inspection gets passed?

Your presenter: Rosemary (Rosie) Killip



© Delly Carr

**I THOUGHT THE**

**FINISH LINE**

**WAS RIBBON**



# Why

- Time
- \$
- Finish line
- Stress levels for everyone
- Outcome and enjoy the process



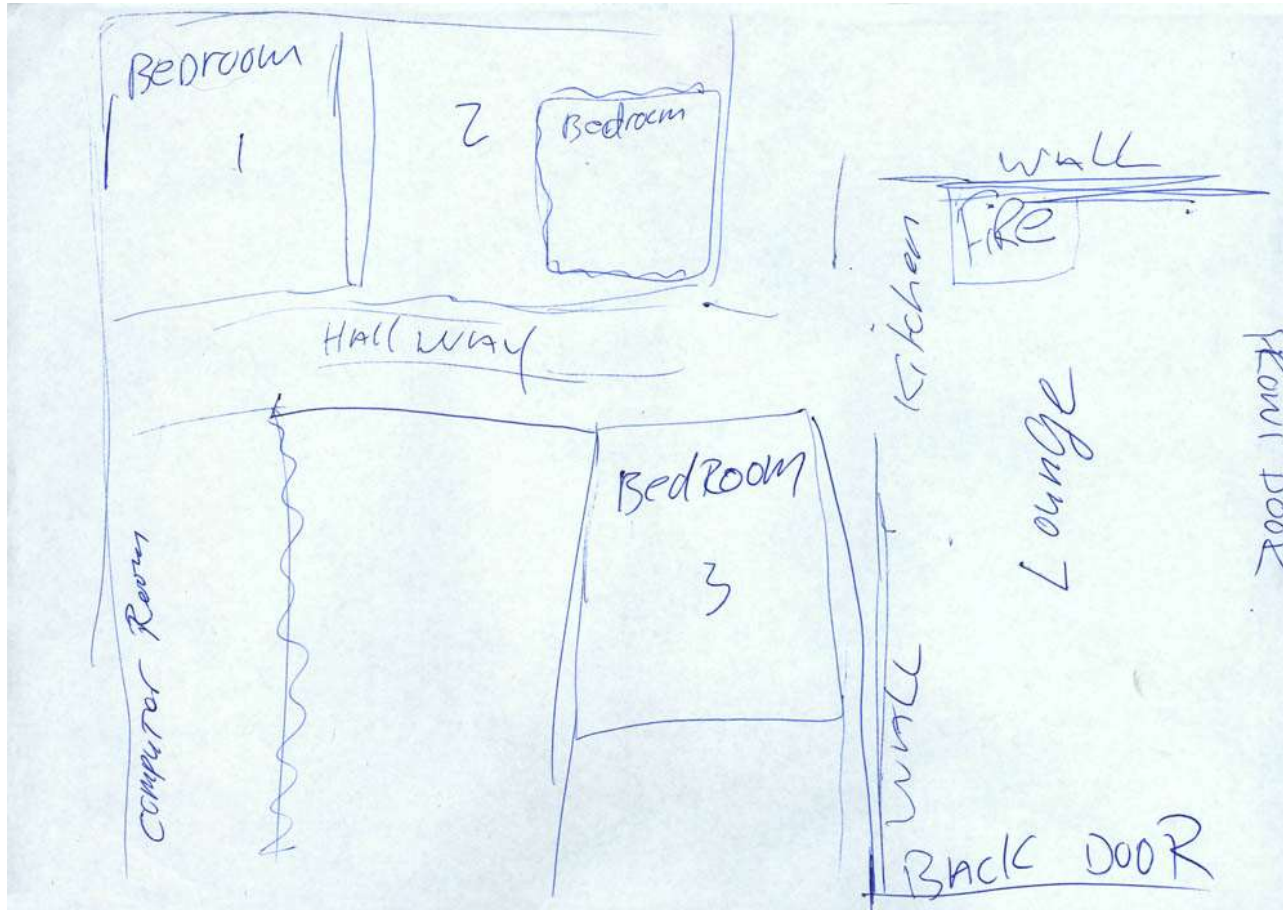
# Topics covered:

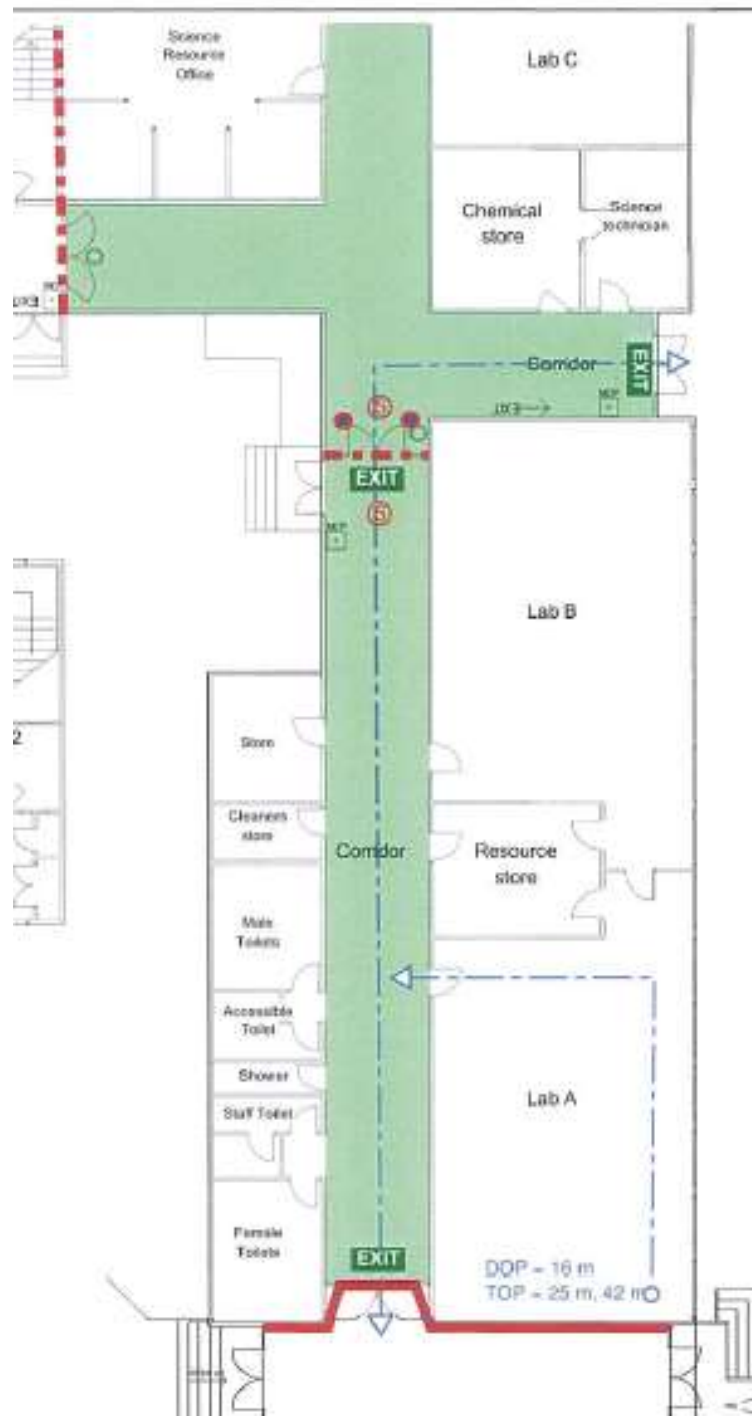
1. The top processing RFIs
2. The list of inspection fails
3. Items you need to provide at vetting
4. Items for CCC application
5. What to do about it
6. Where to go to get more info

## Top 10 Vetting Items

1.	Drainage Plans	775
2.	CT less than 6 months old	422
3.	Ground condition report Geotech – CPENG	404
4.	Solid Fuel Appliance details	378
5.	Plumbing Details	266
6.	Weathertightness Details	254
7.	Internal Waterproofing Details	183
8.	Electrical layout	183
9.	Elevations	173
10.	Application Form (Form 2)	154

# Floor area affected by building work





## LEGEND:

——— EXISTING 60 MINUTE FRR

- - - - - EXISTING 30 MINUTE FRR

● ELECTROMAGNETIC DOOR HOLD OPEN DEVICES

Ⓢ SUPPLEMENTARY SMOKE DETECTOR TO CONTROL THE CLOSING OF THE FIRE DOORS

EXIT EMERGENCY LIGHTING COVERAGE (REFER ELECTRICAL DRAWINGS)

EXIT ILLUMINATED FIRE EXIT SIGNAGE (REFER ELECTRICAL DRAWINGS)

- - - - - ➤ ESCAPE ROUTES

DOP DEAD-END OPEN PATH LENGTH

TOP TOTAL OPEN PATH LENGTH



## In this section

- > Building Code and handbooks
- > How the Building Code works
- > Different ways to comply with the Building Code
- > Specific buildings
- > Product assurance & MultiProof
- > Canterbury rebuild

Find Acceptable Solutions, Verification Methods, updates and technical guidance by Building Code clause.



General provisions



Stability



Protection from fire



Access



Moisture



Safety of users



Services and facilities



Energy efficiency

See everything in 'Building Code compliance'

# Processing RFIs By Clause

- B1 - Floor Slab
- B1 - Foundation Footings & Walls
- B1 - Post / Beam Design & Construction
- B1 - Purlin / Tile Batten
- B1 - Roof Frame
- B1 - Roof Truss Certification, Layout & Bracing
- B1 - Wall Bracing
- B1 - Wall Framing Design / Construction
- D1 - Access Routes – Residential

# Contin...

- E1 - Surface Water
- E1/VM 1 – Drainage
- E2 - External Moisture
- E3 - Internal Moisture
- F5 - Construction and Demolition Hazards
- G10 & G11 - Piped Services & Gas as an Energy Source
- G12 - Water Supplies
- G13 - Foul Water
- G4 - Ventilation – Residential
- H1 Energy Efficiency

# Top 10 Processing Requests For More Info

1.	E2 - External Moisture	1191
2.	B1 - Wall Bracing	846
3.	G13 - Foul Water	717
4.	B1 - Wall Framing Design	633
5.	E1 - Surface Water	632
6.	G12 - Water Supplies	551
7.	B1 - Floor Slab	515
8.	B1 - Roof Truss, Layout	494
9.	E1 – Drainage	469
10.	E3 - Internal Moisture	460

# Other

- Means of Compliance
- Miscellaneous



**Table 2:** Building envelope risk scores  
Paragraph 3.1.2, Figure 1

Risk factor	Risk severity								Subtotals for each risk factor
	LOW	score	MEDIUM	score	HIGH	score	VERY HIGH (1)	score	
Wind zone (per NZS 3604)(1)	0		0		1		2		
Number of storeys	0		1		2		4		
Roof/wall intersection design	0		1		3		5		
Eaves width	0		1		2		5		
Envelope complexity	0		1		3		6		
Deck design	0		2		4		6		

(Enter the appropriate risk severity score for each risk factor in the score columns. Transfer these figures across to the right-hand column. Finally, add up the figures in the right-hand column to get the total risk score.)

**Total risk score  
for use in Table 3:**

NOTE: (1) For *buildings* in Extra High wind zones, refer to Tables 1 and 3 for rigid underlay and drained cavity requirements.

# Contents

1	Purpose.....	5
2	Introduction.....	6
3	Risk Groups & Occupant Loads.....	7
4	Fire Safety Precautions .....	8
4.1	Fire Safety Precautions required by the relevant Acceptable Solutions: .....	8
4.2	Visibility in Escape Routes.....	8
5	Means of Escape.....	9
5.1	No. of Escape Routes .....	9
5.2	Width & Height of Escape Routes.....	9
5.3	Travel Distances.....	9
5.4	Doors – swing and locking devices .....	9
6	Internal Spread of Fire.....	9
6.1	Fire Separations .....	9
6.2	Interior Surface Finishes, Floor Coverings and Suspended Fabrics: .....	9
7	External Spread of Fire .....	10
7.1	Fire Resistance Ratings .....	10
7.2	Roof Projections.....	10

## 4.0 Design summary check sheet

An example of a completed design summary follows. It is a useful guide to completing a consent application.

DESIGN SUMMARY CHECK SHEET			
BCA use	Project description:	New single level 3 bedroom house with study and attached double garage. Timber framed construction on concrete slab with fibre cement weatherboards on a cavity and longspan corrugated roof.	
	Project information:	Owner's or agent's name: Joe Public Contact details: Ph 021 969 696 Designer's name(s): Cool Design Ltd, Greendale Contact details: Ph 021 009 009 Site address: 91 Magellan Road, Greendale Site legal description: Lot 10, DP 100902	
	Site data:	Ground bearing	Good ground (refer NZS 3604, clause 3.1.3) and confirmed by subdivision geotechnical report ref # 010124.
		Exposure/corrosion zone	Zone 1 (512m from coast by GIS is 12m outside sea spray zone)
		Wind zone	High, derived from NZS 3604, section 6.
		Earthquake zone	A (NZS 3604, Figure 3.4)
		Climate zone	2 (NZS 4218:2004)
	Building data:	Building category	2/Domestic (NZS 3604, Table 1.1)
		Floor live loads	1.5 kPa (NZS 3604, Table 1.2)
		Overall height of building	8500mm (NZS 3604)

BCA USE	KEY ASPECT/BUILDING COMPONENT	IDENTIFY NOMINATED MEANS OF COMPLIANCE	LOCATION OF DETAILS IN CONSENT APPLICATION	COMMENTS
	Foundation	Concrete slab as per NZS 3604:1999, Fig. 4.13 (B) and Fig. 4.16 (B)	Foundation plan (Sheet A05) Details 01, 01A, 02 on Sheet A09	Also refer to note 1 on Sheet A10 and notes 2, 3 Sheet A10
	Wall framing	NZS 3604:1999, 90x45 MScSs trued to 90, 2, details to table 9.9, cast-in-bolt bottom plate fixings.		Notes 9, 10 Sheet A10
	Roof framing	NZS 3604:1999, Table 10.3 and SED trusses	Roof plan (Sheet A06)	Trusses generally/rafters to raked ceiling of lounge only
	Roofing	E3/AS1, Table 11	Roof plan (Sheet A06)	Longspan corrugated galvanised metal sheet (note 20, Sheet A10)
	Cladding	E3/AS1, clause 9.2	Sheet A10-13 Risk matrix, Sheet A19	Fibre cement, weatherboard on a cavity - see notes 10, 10A on Sheet A10
	Bracing	NZS 3604:1999	Bracing plan, Sheet A05, A08	See separate bracing calculation sheet
	Insulation	Roof: W/AS1, Table 2(a) walls: W/AS1, Table 2(a)	Sections A, B Sheet A09	Foundation: 1000mm perimeter insulation of 40 thick poly = R value > 1.5 (Schedule method) Roof: R' 3.2 (wood), see note 19, Sheet A10 walls: R' 3.2 (wood), Schedule method - see note 20, Sheet A10
	Internal linings	E3/AS1, clause 9.1	Sheet A19	walls: Plasterboard - see notes 9, 10 on Sheet A10 Floors: Vinyl to wet areas, carpet elsewhere

# Inspection Fails

- Prepour
- General
- 1<sup>st</sup> inspections







# Top 10 inspection fails

1. Section 84 - 89 - Restricted Building Work
2. F5 - Construction and Demolition Hazards
3. B1 - Foundation construction
4. B1 - Post footing not
5. B1 Pile layout
6. Finished floor level to finished ground levels
7. Portal frame footing and foundation
8. Siting

---

## Quick guide to product substitution

[www.building.govt.nz](http://www.building.govt.nz)



## Product substitution: three-step approach

### Step 1: Consider the law

Before substituting a building product:

- Check your contract with the owner for any potential issues.
- Make sure the implied warranties in the Building Act (section 362I) are not affected.
- If the product will be used in building work, check the manufacturer/supplier has provided evidence of Building Code compliance and that the proposed use is within scope.



### Step 2: Consider the building implications

Next, consider the wider implications for the building project, including any:

- environmental challenges
- impact on other design features
- restrictions under the Resource Management Act, district plans or similar
- interaction with other building products and systems
- impact on performance/other features required by the designer or building owner.



### Step 3: Implement the changes

Finally:

- Discuss the proposed substitution with all parties and record any changes in the contract.
- If building work is involved and the building consent has already been issued, contact the BCA for approval before going ahead. The BCA will decide whether this change is a minor variation or whether you need to apply for an amendment to the consent.
- Advise the owner of any maintenance requirements.

# Application for CCC – what to include?

- Application for CCC
- Energy work certificates (electricians, gasfitters)
- LBP records
- As-builts
- Producer statements from trades or engineers (PS3s and PS4s)
- Extra technical literature





## Records of Work

- |  |       |
|--|-------|
| 1. Records of work are an LBPs “sign off”?               | False |
| 2. Producer statements are required by the Building Act? | False |
| 3. LBPs are required for all building work?              | False |
| 4. All building work needs a building consent?           | False |

TRUE OR FALSE?

|Form 6A

## Memorandum from licensed building practitioner: Record of building work

Section 88, Building Act 2004

### The building

Street address of building:

---

---

---

### The project

Building consent number:

---

### The owner

Name:

---

Address:

---

Telephone number:

---

Email address:

---

### Record of work that is restricted building work

Work that is restricted  
building work

Description

Carried out/ supervised

# Records of work are nOT LBPs “sign off”

- Council inspectors still sign off your work
- Records of work are the *whodunnit* of restricted building work
- You need one for every LBP on the job who does work or supervises others

**Your ROW cannot be withheld until payment**

# RECORD OF WORK THAT IS RESTRICTED BUILDING WORK

## PRIMARY STRUCTURE

Work that is restricted building work Tick	Description of restricted building work If necessary, describe the restricted building work	Carried out or supervised Tick <input checked="" type="checkbox"/> whether you carried out the RBW or supervised someone else.
Foundations and subfloor framing	<input checked="" type="checkbox"/> N/A	<input type="radio"/> Carried out <input type="radio"/> Supervised
Walls	<input checked="" type="checkbox"/> Stand walls Wall Fixing	<input checked="" type="radio"/> Carried out <input type="radio"/> Supervised
Roof	<input checked="" type="checkbox"/> Stand trusses Truss Fixing	<input checked="" type="radio"/> Carried out <input type="radio"/> Supervised
Columns and beams	<input type="radio"/> N/A	<input checked="" type="radio"/> Carried out <input type="radio"/> Supervised
Bracing	<input checked="" type="checkbox"/> Brace Fixings	<input checked="" type="radio"/> Carried out <input type="radio"/> Supervised



## Record of work that is restricted building work

Work that is restricted building work	Description	Carried out/ supervised
[Tick]	[If necessary, describe the restricted building work]	[Specify whether you carried out the restricted building work or supervised someone else carrying out the restricted building work]

### Primary structure

Foundations and subfloor framing	( )	TIMBER PINE FOUNDATIONS TO DECKS + SUB FLOOR BRACING	( ) Carried out (✓) Supervised
Walls	( )	N/A	( ) Carried out ( ) Supervised
Roof	( )		( ) Carried out ( ) Supervised
Columns and beams	( )		( ) Carried out ( ) Supervised
Bracing	( )		( ) Carried out ( ) Supervised
Other	( )	BUILD TIMBER DECKS + STEPS AS PER BUILDING CONSENT	( ) Carried out (✓) Supervised

Foundations and subfloor framing	<input checked="" type="checkbox"/>	concrete slab as per engineers design	<input checked="" type="radio"/> Carried out <input type="radio"/> Supervised
Walls	<input type="checkbox"/>		<input type="radio"/> Carried out <input type="radio"/> Supervised
Roof	<input type="checkbox"/>		<input type="radio"/> Carried out <input type="radio"/> Supervised

## RECORD OF WORK THAT IS RESTRICTED BUILDING WORK

### EXTERNAL MOISTURE MANAGEMENT SYSTEMS

Damp proofing

N  
A

N  
A

- ☐ Carried out  
☐ Supervised

Roof cladding  
or roof cladding  
system

N  
A

N  
A

- ☐ Carried out  
☐ Supervised

Ventilation system  
(for example,  
subfloor or cavity)

N  
A

N  
A

- ☐ Carried out  
☐ Supervised

# RECORD OF WORK THAT IS RESTRICTED BUILDING WORK

## PRIMARY STRUCTURE

Work that is restricted building work	Description of restricted building work	Carried out or supervised
Tick <input checked="" type="checkbox"/>	If necessary, describe the restricted building work	Tick <input checked="" type="checkbox"/> whether you carried out the work or supervised someone else.
Foundations and subfloor framing	<input checked="" type="checkbox"/> Row (A) Drill down for Anchor Piles no bracing required bracing as per plan on rows B,C,D Inspected by Waikato District Council	<input checked="" type="checkbox"/> Carried out <input type="checkbox"/> Supervised
Walls	<div style="position: relative; height: 150px;"> <div style="position: absolute; top: 0; left: 0; width: 100%; height: 100%; border-top: 1px solid black; border-left: 1px solid black; border-right: 1px solid black;"></div> <div style="position: absolute; top: 0; left: 0; width: 100%; height: 100%; transform: rotate(-45deg); transform-origin: bottom left;"> <div style="position: absolute; top: 0; left: 0; width: 100%; height: 100%;"></div> </div> </div>	<input type="checkbox"/> Carried out <input type="checkbox"/> Supervised

# When is your work “signed off”?

- A CCC is the ultimate sign off for your consented work
- When do you get paid? On practical completion or when CCC is issued?
  - ✧ What do your contracts say?

# Producer statements are not required by the Building Act

- A technical statement
- **PS3 – installation / construction**  
you have followed the consented plans /  
manufacturer's instructions
- **PS4 – independent sign off**  
Engineers  
Construction monitoring

**A PS can be withheld until payment**



## Producer Statement Construction (PS3) / Memorandum of Completion and Compliance

Issued by:  Building Consent number:   
(Construction Reviewer)

Company Name:

To: ☐ Hauraki District Council ☐ Otorohanga District Council ☐ Matamata Piako District Council  
☐ Waikato District Council ☐ Waipa District Council ☐ Waitomo District Council ☐ Hamilton City Council

Waikato Building Consent Group Reg. No.:  Expiry Date:  Other No. (specify):

Owner:

Project Address:

Lot:  DP:

Description of Building Work:

Scope of work covered by statement:

System / Product used (if applicable):

I (Construction Reviewer's name):

have been engaged by (owner/developer/contractor):

In respect of (tick applicable):  
☐ The requirements of the Building Regulations

# What's Your Next Best Move?





## Building

- [Contact Building](#)
- **Application Forms and Checklists**
  - [Guide to the Building Application Process](#)
- [Building Fees](#)
- [Building Warrant of Fitness Information](#)
- [Earthquake Prone Dangerous and Insanitary Buildings Policy](#)
- [Environmental Services Information](#)
- [E-Magazine Selwyn Talk](#)
- [Geotechnical Requirements](#)
- [Public Information](#)
- [Marquee Information](#)
- [Useful Links](#)
- [Frequently Asked Questions](#)
- [Customer Information Session](#)

## Application Forms and Checklists

[My Property](#) • [Building](#) • [Application Forms and Checklists](#)

### Project Information Memorandum / Building Consent / Amendment / Code Compliance Certificate / Exemption Under Schedule 1 - Part 1 - 2

How would you like to make your application today?

#### Use our Online Consent Application



- ✓ Fast, convenient, easy to use
- ✓ Track your application(s)
- ✓ No printing of documents

[Online Consent Application](#)

#### Step-by-Step Video to Using AlphaOne



#### or Print & Complete a Paper Application



- ✓ Don't have the technology
- ✓ Want to drop off or post your application

[Application for PIM/BC Form 2](#)

[Residential Checklist Form 2\(R\)](#)

[Commercial or Industrial Checklist Form 2\(C\)](#)

Use the relevant checklist to ensure you supply the required documentation with your application for PIM and / or Building Consent.

National Environment Standards (NES) Forms [PLG 1](#) and [1A](#)

[Application for Code Compliance Certificate Form 6](#)

[Checklist for Code Compliance Certificate Form 6\(C\)](#)

# Have you got a copy of the Building Act?

Reprint  
as at 1 January 2015



## Building Act 2004

Public Act 2004 No 72  
Date of assent 24 August 2004  
Commencement see section 2

### Contents

	Page
1 Title	26
Part 1	
Preliminary provisions	
Subpart 1—General	
Commencement	
2 Commencement	26
Purpose and principles	
3 Purposes	27
4 Principles to be applied in performing functions or duties, or exercising powers, under this Act	28
Overview	
5 Overview	30
Application of Act to the Crown	
6 Act binds the Crown	32

[www.legislation.govt.nz](http://www.legislation.govt.nz)

# And the guidance books

**BUILDING  
PERFORMANCE**

Search Building Performance



Getting started ▾

Projects & consents ▾

Building Code  
compliance ▾

Managing buildings ▾

Resolving problems ▾

Better  
buildings  
for New  
Zealanders

↓ Building essentials

↓ Building Code



[www.building.govt.nz](http://www.building.govt.nz)

# How to keep connected?

- Free News
- Join BuildNet
  - Our online news and advice community
- Book a session with *Rosie* (first one free)
- Customised in-house training



[www.buildingnetworks.co.nz](http://www.buildingnetworks.co.nz)