

On the road to better quality compliance schedules

Association of Building Compliance
conference – 14 – 15 September 2022

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Christchurch City Council

What does a quality compliance schedule contain?

What do you as IQPs need the compliance schedule to contain to do your role effectively?

The role of a building consent authority

(s102) A building consent authority must issue a compliance schedule if the compliance schedule, or an amended compliance schedule, is required as a result of building work

But it starts with the applicant

(s7) plans and specifications—

(c) in the case of the construction or alteration of a building, also includes—

(i) the intended use of the building; and

(ii) the specified systems that the applicant for building consent considers will be required to be included in a compliance schedule required under section 100; and

(iii) the proposed inspection, maintenance, and reporting procedures for the purposes of the compliance schedule for those specified systems

Brief history of compliance schedules

Compliance schedules under 1991 Act

- Specified systems were initially called 'system or feature'
- Prescribed form for compliance schedules
- The form did not allow for a specific description of the system or feature
- No performance standards
- Required the IMR procedures to specify the frequency of inspections

Section 44, Building Act 1991)

(2) **Every compliance schedule shall be in the prescribed form**, shall be issued by the territorial authority, and shall specify the inspection, maintenance, and reporting procedures to be followed by independent qualified persons in respect of the systems specified in subsection (1) of this section and (where applicable) the features and systems specified in subsection (5) of this section.

(3) For the purposes of subsection (2) of this section, the inspection, maintenance, and reporting procedures in the compliance schedule **shall specify the frequency of inspections**, and may be identified—

(a) By description in the compliance schedule; or

(b) By reference to a document prepared or approved by the Authority under section 49 of this Act; or

(c) In the absence of such a document, as being the procedures considered appropriate by the territorial authority

Section 44(2), Building Act 1991

Issued by Council

BUILDING	
Street address [If any]:	Legal description:
Intended use [In detail] and any conditions of use:	<p style="text-align: center;">COUNCIL CHARGES</p> <p>The Council's total charges payable on the uplifting of this compliance schedule (new buildings only), in accordance with the attached details, are:</p> <p style="text-align: right;">S</p> <p style="text-align: right;">Receipt No:</p>
Intended life: Indefinite but not less than 50 years Specified as years	
OWNER	
Name:	
Mailing address:	
System or Feature	Inspection, Maintenance, and Reporting Procedures
Automatic sprinkler systems or other systems of automatic fire protection	
Automatic doors which form part of any fire wall and which are designed to close shut and remain shut on an alarm of fire	
Emergency warning systems for fire or other dangers	
Emergency lighting systems	
Escape route pressurisation systems	
Riser mains for fire service use	
Any automatic back-flow preventer connected to a potable water supply	
Lifts, escalators, or travelators or other similar systems	
Mechanical ventilation or air conditioning systems serving all or a major part of the building	

Any other mechanical, electrical, hydraulic, or electronic system whose proper operation is necessary for compliance with the building code	
Building maintenance units for providing access to the exterior and interior walls of buildings	
Such signs as are required by the building code in respect of the above-mentioned system	
Means of escape from fire	
Safety barriers	
Means of access and facilities for use by persons with disabilities which meet the requirements of section 47A of the Act	
Hand-held hose reels for fire fighting	
Such signs as are required by the building code or section 47A of the Act	

Signed for and on behalf of the Council:

Name:
Position: Date: / /

Compliance schedules under 2004 Act

- Introduced the term ‘specified system’
- Introduced Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005
- Introduced the term ‘performance standards’ with no definition
- Required specified systems and performance standards to be stated on the building consent
- To issue a code compliance certificate; required BCAs to be satisfied ...the specified systems in the building are capable of performing to the performance standards set out in the building consent
- Revoked the prescribed form

‘performance standards’ introduced by 2004 Act

(s51) A building consent must ... if a compliance schedule [or an amendment to an existing compliance schedule] is required as a result of the building work, state— the specified systems that must be covered by the compliance schedule; and the **performance standards** for the specified systems that are required by the building code

'performance standards' introduced by 2004 Act

(s94) A building consent authority must issue a code compliance certificate if it is satisfied, on reasonable grounds, ... the specified systems ... are capable of performing to the **performance standards** set out in the building consent

(s102) A building consent authority must issue a compliance schedule if ... satisfied, on reasonable grounds, that the specified systems for the building are capable of performing to the **performance standards** for those systems.

Content of compliance schedule (s103)

(1) A compliance schedule must—

- (a) **state and describe** each of the specified systems covered by the compliance schedule, including a statement of the type and (if known) make of each specified system; and
- (b) **state** the performance standards for the specified systems; and
- (c) **describe** the inspection, maintenance, and reporting procedures to be followed by independently qualified persons or other persons in respect of the specified systems to ensure that those systems are capable of, and are, performing to the performance standards.

(2) For the purposes of subsection (1)(c), the inspection, maintenance, and reporting procedures of the compliance schedule may be identified—

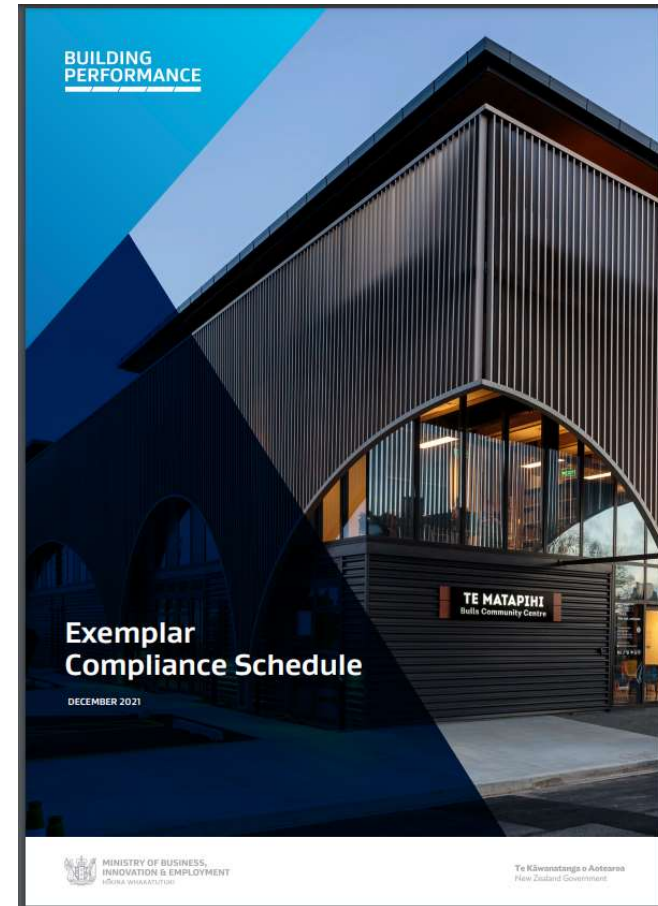
- (a) by description in the compliance schedule; or
- (b) by reference to—
 - (i) a prescribed acceptable solution or prescribed verification method in a regulation referred to in section 20; or
 - (ii) an acceptable solution or a verification method issued under section 22; or
 - (iii) a building method or product.

Obligations of owner if compliance schedule is issued

(s105)

- Ensure specified systems perform and continue to perform to performance standards
- Provide the TA with an annual building warrant of fitness
- Keep the compliance schedule in a defined place
- Make the compliance schedule available for inspection
- Display a compliance schedule statement for the first 12 months

Published guidance



Mandatory content on compliance schedule

- state and describe each of the specified systems
- state the performance standards
- describe the inspection, maintenance, and reporting procedures

Compliance schedule content

State and describe each of the specified systems

- Includes a statement of the type
- Make (and model) (if known)
- Location (or schedule of locations)
- System interfaces (?)
- Photos (?)
- Plans (?)
- Specifications (?)

Compliance schedule content

State the performance standards

- What is a performance standard?
- Appropriate level of detail
- Keep separate from or include in the description of the specified system
- How to document more than one performance standard

Compliance schedule content

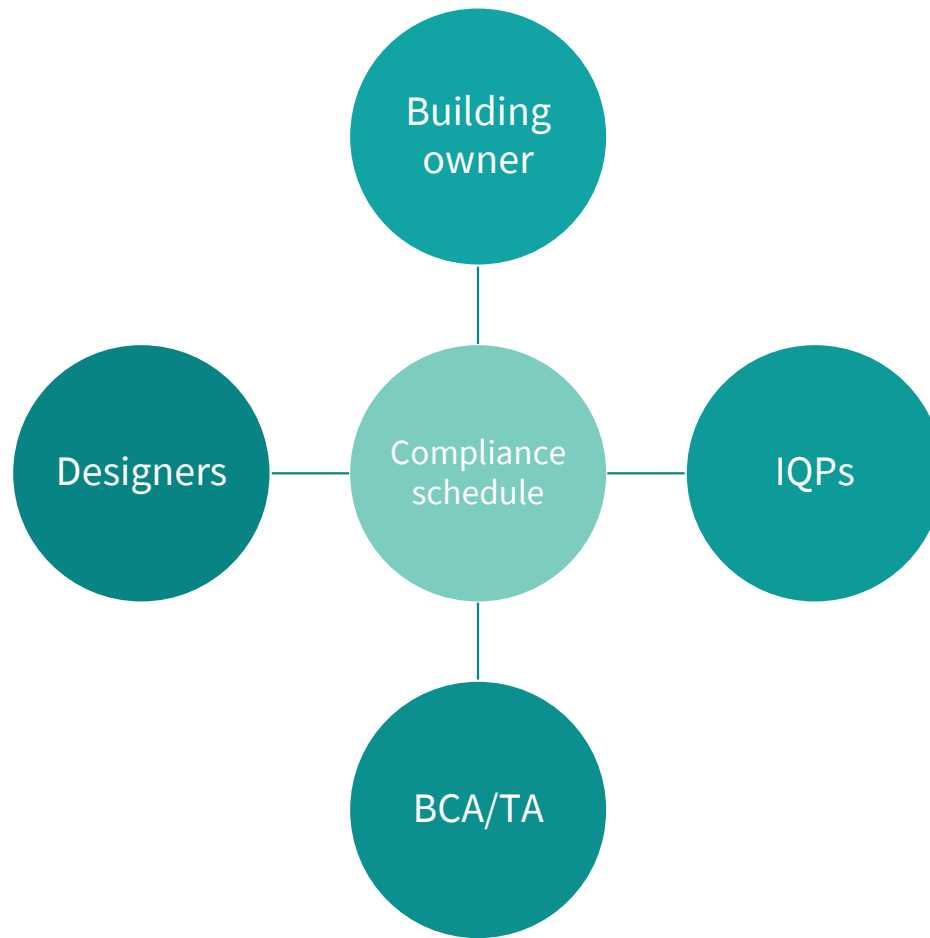
Describe the inspection, maintenance, and reporting procedures

(by description or reference; see s103 (2))

- Inspection
 - Frequency
 - Responsibility
- Maintenance
- Reporting (often just a generic statement paraphrasing section 110)

What makes a 'quality' compliance schedule?

- Meets the requirements of legislation
- Accurate
- Consistent and easily understood
- A legal document or a building manual?
- How much detail to include? plans, photos, specifications
- Effort versus usefulness
- Educating applicants/designers
- Building owners and designers should engage with their IQPs when applying for building consents



Thank you
Any questions?