

Building the plane in flight

Brian Wilson – Senior Supervisor BWoF Officer &

Ryan Cooper – Principal Building Official (Building Compliance)

Christchurch City Council

MBIE's TA Performance Monitoring Assessment – Findings and Outcome

Performance Monitoring Assessment Report – Compliance schedules, BWoFs and pool barriers

BWoF audits – Number

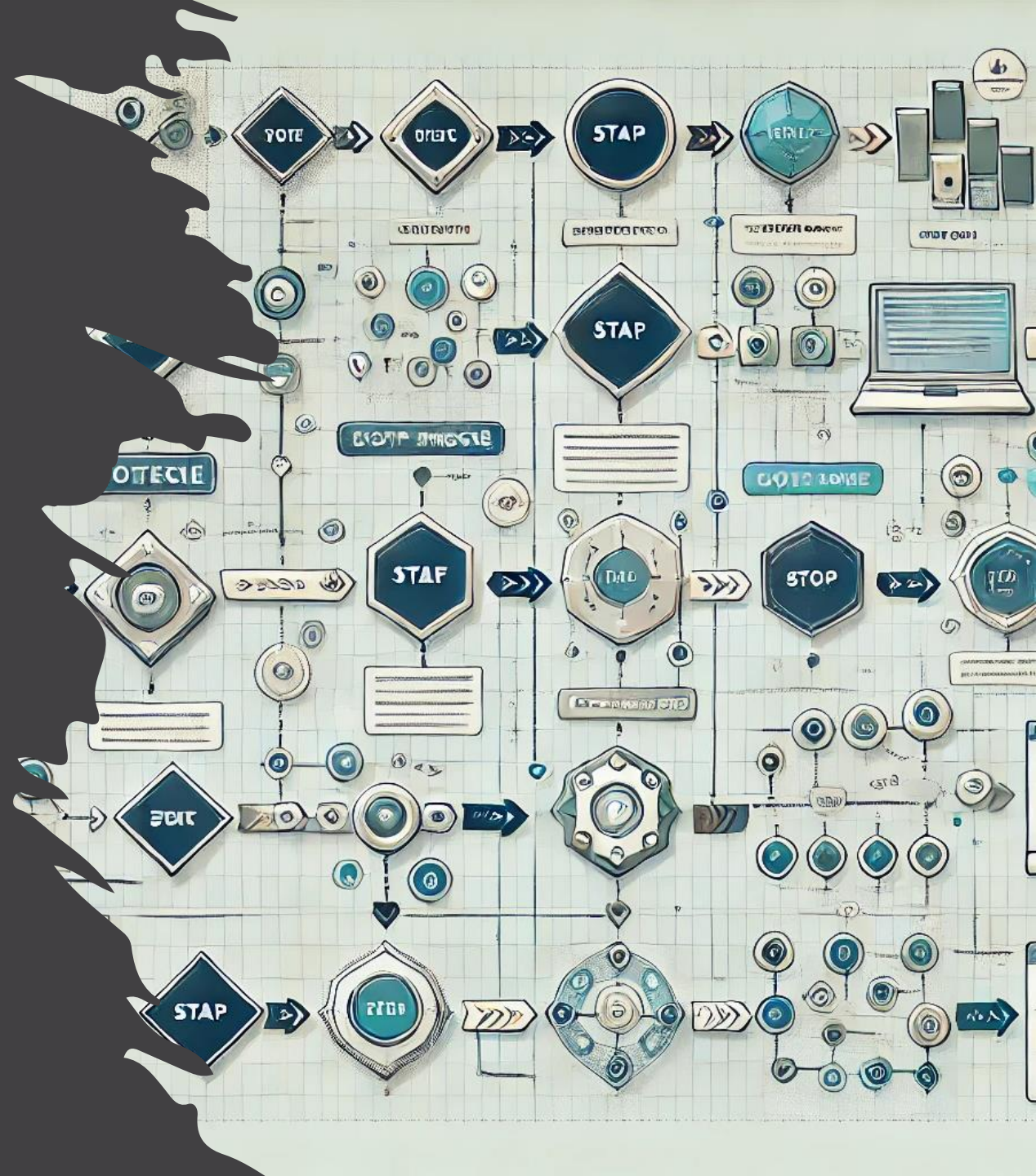
Conducted 797 BWoF audits in the three-year period (1 May 2019 to 1 May 2022). This equates to 4.96% of buildings with compliance schedules inspected per year. This is well below what we would expect for an effective auditing regime. We recommend a three to five-year audit cycle (20-33% per year).

Recommendation: **Corrective Action (CA-B-2E)**

Recommend that CCC increase the number of on-site BWoF audits and to do so at a rate of 20-33% per annum (which equates to 1071-1786 per annum). MBIE's view is that undertaking on-site audits is a fundamental activity of the BWoF system. Additionally, the audit frequency of a given building should reflect the perceived risk for the use of that building. For instance, it might be appropriate to have annual audits for budget accommodation (eg backpackers' hostel) and five-year audits for low-occupancy industrial buildings.

Objective

“Enhance our systems and processes to increase auditing activity for the future”



What did we need to consider?





MBIE guidance – On-site BWoF audits

1



Review a percentage of buildings with compliance schedules per year

2



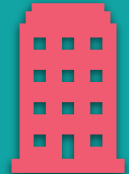
Good practice to have a 3-5 year on-site audit cycle
(20-33 % per annum)

3



Audit frequency to reflect the perceived risk

4



Annual audits for sleeping risk and five yearly for low-occupancy industrial buildings

Provisions in the Building Act 2004 allowing TA's to inspect buildings where a compliance schedule has been issued

111

Inspections by territorial authority

An agent of a territorial authority authorised for the purposes of this section, during its normal working hours, to inspect—

- (a) a building for which a compliance schedule has been issued; and
- (b) the specified systems in the building.

[Repealed]

(3) In this section, **inspection** means the taking of all reasonable steps to ensure that—

- (a) an annual building warrant of fitness supplied under [section 108](#) is correct;
 - (b) every report under [section 110](#) is correct.
- (ii) by an order of the District Court made under [section 227](#)

inspection means the taking of all reasonable steps—

- (a) to determine whether—
 - (i) building work is being carried out without a building consent; or
 - (ii) building work is being carried out in accordance with a building consent; or
 - (iia) [section 162C](#) is being complied with; or
 - (iii) a notice to fix has been complied with;
- (b) to ensure that,—
 - (i) in relation to buildings for which a compliance schedule is issued, the inspection, maintenance, and reporting procedures stated in the compliance schedule are being complied with; or
 - (ii) in relation to buildings that have specified systems, the requirement for a compliance schedule is being complied with;
- (c) to enable a territorial authority to—
 - (i) identify dangerous, earthquake-prone, or insanitary buildings within its district; and
 - (ii) carry out its functions or duties in relation to those buildings;
- (d) to satisfy a territorial authority as to whether a certificate of acceptance for building work should be issued under [section 96](#).

High (Annually)	Medium (Every Three Years)	Low (Every Five Years)
Sleeping, Boarding House	Assembly Service, Schools	Industrial, Cafe
Housing: Attached Dwellings/Flats	Community Service: Hall of Residence	Housing: Detached Dwelling Cable Car
Housing: Apartment Building	Community Service: Camping Ground	Assembly Service: Clubroom
Housing: Mause	Community Service: Motel/Motor Inn	Assembly Service: Hall
Housing: Commune	Community Service: Serviced Apartments	Assembly Service: Museum/Art Gallery
Community Service: Hotel	Community Care-Unrestrained: Hospital	Assembly Service: Public Swimming Pool
Community Service: Boarding House	Community Care-Restrained: Prison	Assembly Service: Gym & Fitness Centre
Community Service: Hostel/Backpackers	Assembly Service: Church/Religious Buildings	Assembly Care: University
Community Service: Retirement Village	Assembly Service: Cinema/Theatre	Assembly Care: Vocational Training Institute
Community Care-Unrestrained: Resthome/Care Home	Assembly Service: Stadium	Commercial: Banks
Community Care-Restrained: Youth Justice Residence		Commercial: Car Park Building
Community Care-Restrained:		Commercial: Café



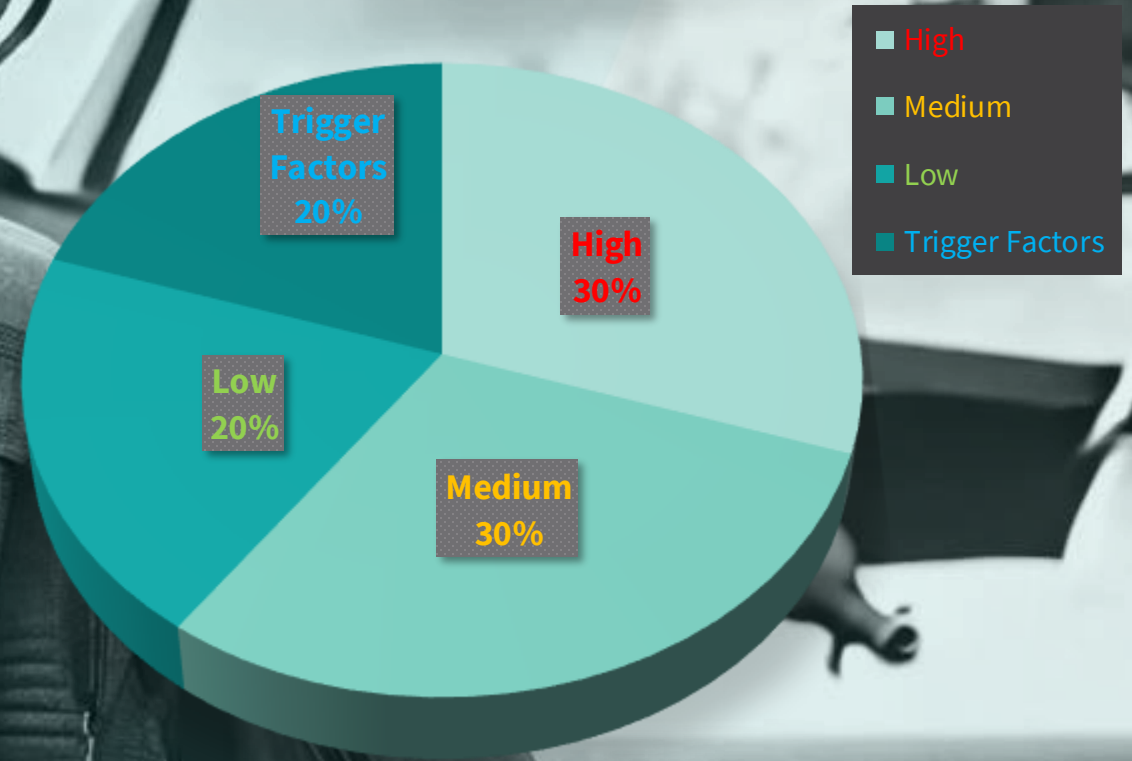
Perceived Risk

Based on number of Compliance Schedules - How many audits?

- High – approx. 700 audits each annum
- Medium – approx. 700 audits every three years (230 per annum)
- Low – approx. 4160 audits every five years (830 per annum)



BWoF Officer's



* Trigger factors – BWoF is overdue, history of BWoFs being supplied late, complaints, dangerous building investigations

Arranging an On-site BWoF audit



95% are pre-arranged
(1 month in advance)



Carry out a 'due-diligence'
review



Provide guidance on what is
required to be available during
the On-site audit



Encourage the IQP to be
present

What is being reviewed during the On-site BWoF audit?



BWoF (Form 12) is displayed (& correct)



IMR inter-year records readily available for review (a minimum of two years)



Rapid walk through the building
– Checking means of escape and visually confirming that all installed specified systems are on the compliance schedule



General guidance and feedback

What have we done and how are we going?





BWof Audit Allocation

Connect Status

Multiple selections

Area

All

Officer

All

Risk

All

16 July 2024

Refresh Date

Address

All

Specified System

All

Purpose Group

All

Wof Number

All

BCN Number

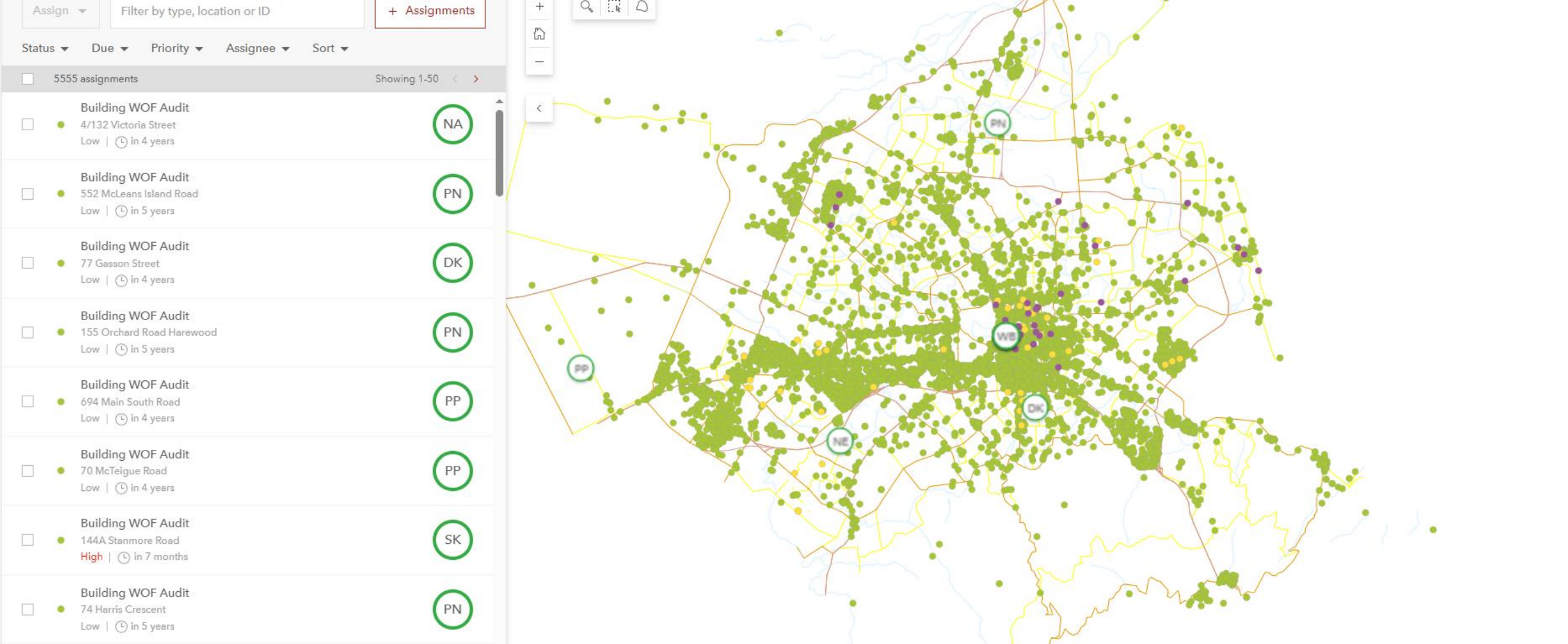
All

Status	Number of Applications
Audit completed	369
Audit in progress	53
Audit request further information	36
CSS issued	133
Final warning	55
Investigation	2
Pending audit	75
Total	5562

Next Audit Date

Year	High Risk	Low Risk	Medium Risk	Total
2024	1	1	2	
2025	276	9	10	295
2026	361	18	7	386
2027	30	8	317	355
Total	668	4163	731	5562

Application Number	IssueDate	Status	Address	Suburb	Area	Officer	Expiry Date BWof	Risk	Last Audit Date	Next Audit Date	Risk Comment	Details
WOF/2020/1921	30/06/1994	WOF received	3 Deans Avenue Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	3/11/2023	3/11/2028	Krish	Bayleys Real
WOF/2020/1922	30/06/1994	WOF received	4 Matipo Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	3/11/2023	3/11/2028	Krish	Howzat Indo
WOF/2020/2024	30/06/1994	WOF received	35 Collins Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	3/11/2023	3/11/2028	Krish	The Salvation
WOF/2020/2027	18/11/1999	WOF received	36 Parade Court Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Medium Risk	3/11/2023	3/11/2026	Krish	St John of Gc
WOF/2020/2032	01/07/1996	WOF received	37 Princess Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	3/11/2023	3/11/2028	Krish	Transpower -
WOF/2020/2043	23/06/1997	WOF received	45 Disraeli Street Addington	ADDINGTON	Area 4a	Krish	01/11/2024	Low Risk	3/11/2023	3/11/2028	Krish	WMC Autobc
WOF/2020/2071	30/06/1994	WOF received	57 Princess Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	3/11/2023	3/11/2028	Krish	Skope Indust
WOF/2020/2078	01/07/2007	WOF received	62 Poulson Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	High Risk	3/11/2023	3/11/2024	Krish	Emerson Hos
WOF/2020/2079	30/06/1994	WOF received	62 Poulson Street Addington	ADDINGTON	Area 4a	Krish	01/07/2025	High Risk	3/11/2023	3/11/2024	Krish	Salvation Arn
WOF/2020/2100	30/06/1995	WOF received	1/75 Blenheim Road Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	6/11/2023	6/11/2028	Krish	Office Buildr
WOF/2020/2102	08/07/1993	WOF 14 day	75 Jack Hinton Drive Addington	ADDINGTON	Area 4a	Krish	01/07/2024	Low Risk	6/11/2023	6/11/2028	Krish	Addington R
WOF/2020/2150	30/06/1993	WOF received	126 Hazeldean Road Addington	ADDINGTON	Area 4a	Krish	01/07/2025	Low Risk	6/11/2023	6/11/2028	Krish	R A Hale - In
WOF/2020/2183	05/05/2017	WOF received	156 Moorhouse Avenue Addington	ADDINGTON	Area 4a	Krish	01/05/2025	Low Risk	6/11/2023	6/11/2028	Krish	Freedom Mo



Allocating compliance schedules

Making auditing more accessible

Building Warrant of Fitness Audit

BWoF Audit
Comments
Christchurch City Council

Inspection under Section 222 of Building Act 2004

BWoF Documentation

Plans

BWoF Auditor

REASON for audit

Audit risk

- High - Sleeping groups, expired BWoF
- Medium - Crowd activities, Assembly service
- Low - Working Low-High, Industrial warehouse

WOFF#

1 of 3

Building Warrant of Fitness Audit

BWoF Audit
Comments
Christchurch City Council

Inspection under Section 222 of Building Act 2004

BWoF Documentation:

Plans:

BWoF Auditor:

REASON for audit:

Audit risk:

- High - Sleeping groups, expired BWoF
- Medium - Crowd activities, Assembly service
- Low - Working Low-High, Industrial warehouse

WOFF#

1 of 3



Christchurch City Council

WOF Audit Sheet

Building Inspection under Sections 111 and 112 of the Building Act 2004

WORK: Auditor:

Address (if known or relevant):

Building Name:

Reason for audit: Confirmed/Unconfirmed:

Date scheduled: BWO# expiry date:

Date email sent:

Do the details indicated on the CS require extending?

Main contact person & details:

WOF Details (if manager):

Building information as listed on compliance schedule:

Purpose Group: FHC:

Number of Levels:

Current Locality Established Use:

Onsite checks:

Any of the following displayed: Current BWO# ☐ Expired BWO# ☐ CHS ☐ CSB ☐ Dangerous Building Notice ☐

Are BWO# Docs onsite? Is the CS onsite? Have escape routes been checked?

Any of the above to be remedied or further education to be delivered (write below if necessary or N/A)



Christchurch City Council

Building Warrant of Fitness Audit

Building Inspection under Sections 111 and 112 of the Building Act 2004

GENERAL INFORMATION


Auditor: **Noemi Ponferrada**

WOF #: **WOF/2020/2782** Reason for audit: **Yearly Schedule**

Current/Expired Current BWO#: **Current** BWO# expiry date: **September 2023**

Main contact person & details: **Comfort Inn Riccarton
Zita Pringle** Confirmed date and time of audit: **May 16, 2023 12:15 PM**

Address: **280 Riccarton Road, Upper Riccarton, Christchurch 8041**

Map: 

Riccarton Road

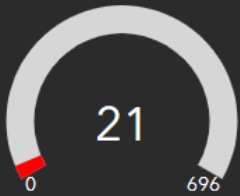
Christchurch City Council, National Map

Powered by Esri



Building Warrant of Fitness On-Site Audits (New)

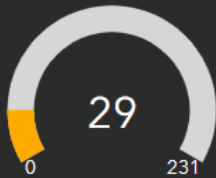
High Risk Audits - (696 audits per annum)



696 x Compliance Schedules perceived 'High Risk'

Quantity Percentage

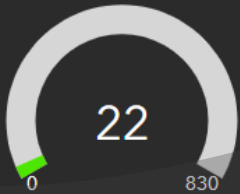
Medium Risk - (231 audits per annum)



695 x Compliance Schedules perceived 'Medium Risk'

Quantity Percentage

Low Risk Audits - (830 audits per annum)

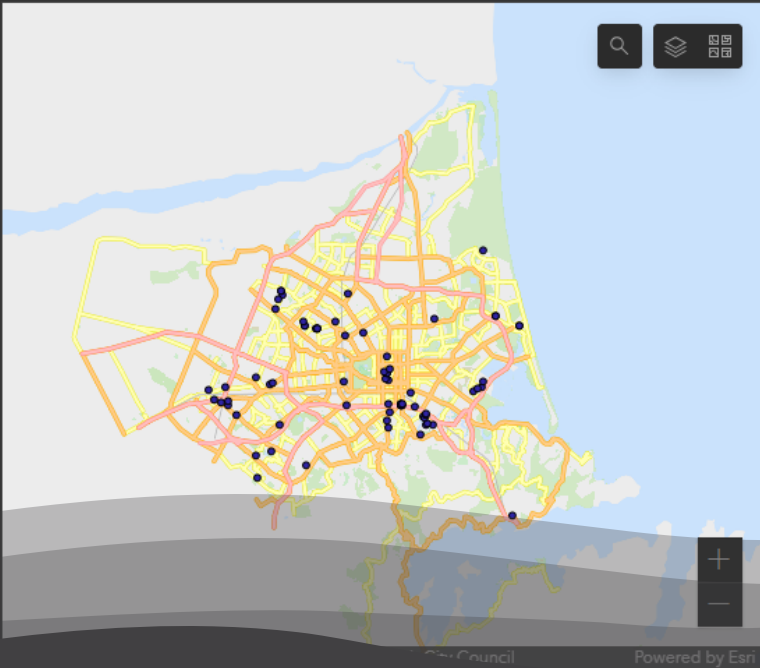


4151 x Compliance Schedules perceived 'Low Risk'

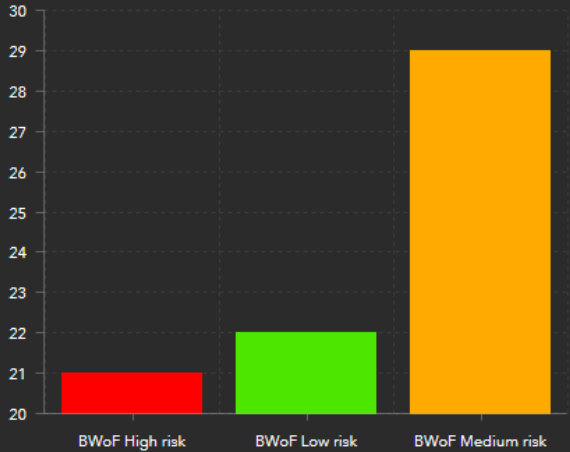
Quantity Percentage

High (Annually) Sleeping, Boarding House	Medium (Every Three Years) Assembly Service, Schools	Low (Every Five Years) Industrial, Cafe
Housing: Attached Dwellings/Flats	Community Service: Hall of Residence	Housing: Detached Dwelling Cable Car
Housing: Apartment Building	Community Service: Camping Ground	Assembly Service: Clubroom
Housing: Marae	Community Service: Motel/Motor Inn	Assembly Service: Hall
Housing: Commune	Community Service: Serviced Apartments	Assembly Service: Museum/Art Gallery
Community Service: Hotel		Assembly Service: Public Swimming Pool
Community Service: Boarding		

Perceived Risk Area Codes

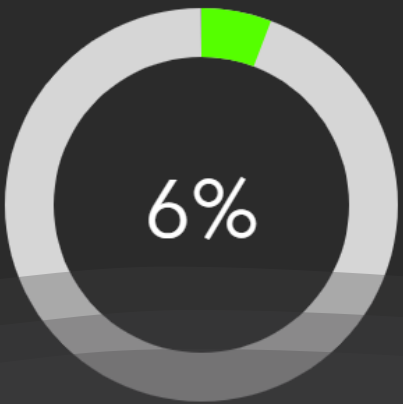


TOTAL # OF AUDITS COMPLETED PER (PERCEIVED RISK)

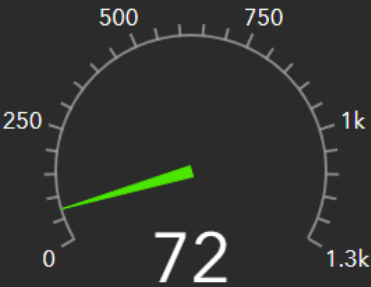


Total # of Audits Audits Per Auditor

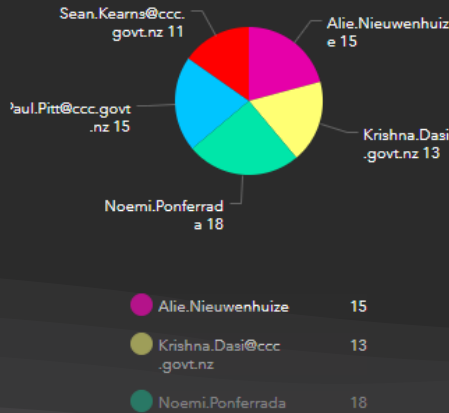
Team Progress to achieve a minimum
of 1250 Audits by 30th June 2025



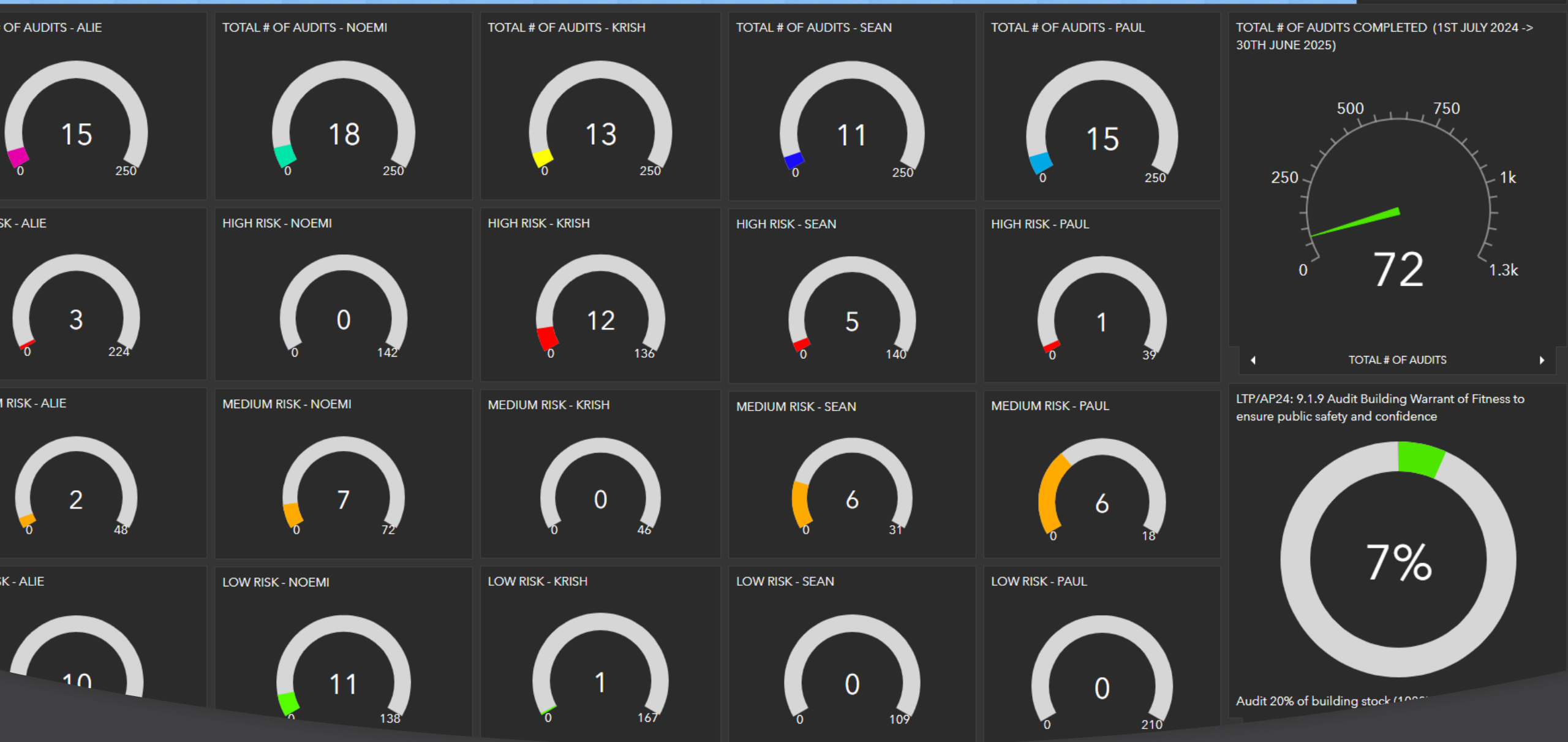
TOTAL # OF AUDITS COMPLETED (FILTER BY
MONTH)



OF AUDITS COMPLETED PER BWoF AUDITOR

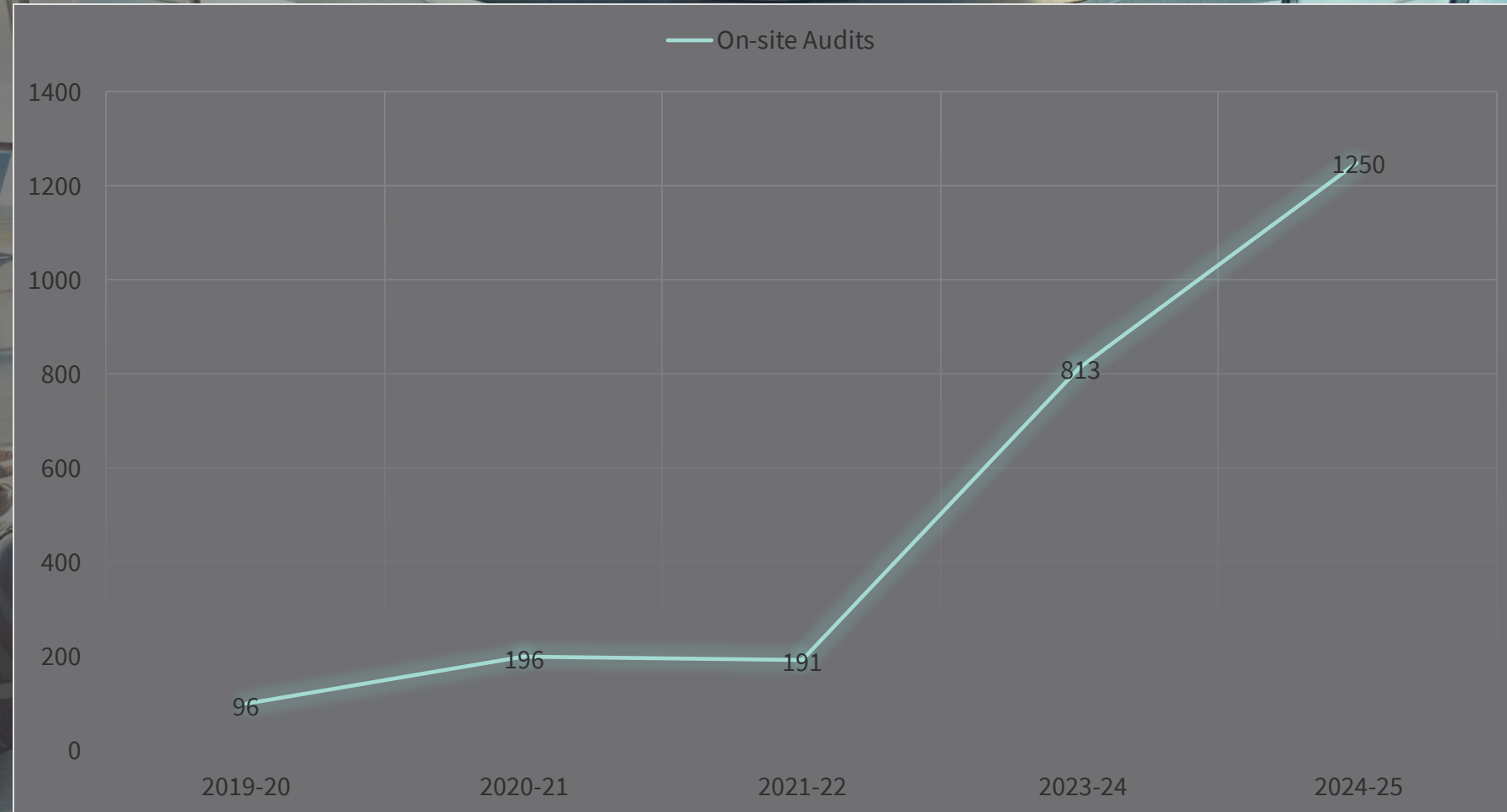


Customised Dashboards providing insight



Providing BWoF officer's with dashboards to track progress

Number of On-Site BWoF audits completed 2020-2024



Christchurch City Council

Compliance Schedules

Find address or place

About

Compliance Schedules

A compliance schedule lists the specified systems within a building and the procedures required to keep them in good working order, helping to ensure the building is safe and healthy for people to enter, occupy or work in.

Building Warrant of Fitness

SWoF

Location: 1/77 Carlton Mill Road

Attachments:
[WOF_2020_3081 - Compliance Schedule - 2024-04-08.PDF](#)

Zoom to

Compliance Schedule

ISSUED IN ACCORDANCE WITH SECTION 102, BUILDING ACT 2004

Compliance Schedule Number: WOF/2020/3081

BWOFF Renewal Date: 1 April

The building

Street address of building:
1-15 / 77 Carlton Mill Road, Merivale, Christchurch

Legal description:
Unit 1 to Unit 15 DP 359448 on Lot 1 DP 336943 having share in 1108 m2

Building name: Carlton 77

Location of building within site/block number: Street Front

Level/Unit number: Three Levels

Year first constructed: 2005

Intended life of building (if less than 50 years):

Highest fire hazard category (if applicable):

Risk group (if applicable):

Conditions of use:

Current, lawfully established use

Level/Unit	Classified use(s) (Clause A1) (plus description)	Use(s) (Schedule 2, Building Regulations 2005)	Occupant numbers
Three Levels	Housing: Apartment Building	Sleeping Residential	76 total

The owner

Name: Body Corporate (359448)

Owner contact: Tim Allan

Mailing address:
c/- Tim Allen
59A Bownevale Avenue
Cashmere
Christchurch 8022

Phone number:
Mobile: 021 465 000

Email address: tim@rclass.org

Website:

The reporting procedures

1. The building owner must obtain annual written reports from any IQP or other person who carried out one or more inspections and/or maintenance procedures. Reports must, as a minimum:

- record any inspection, test, repair or maintenance carried out
- record any faults found or maintenance required & the remedy applied
- include the date the work was carried out
- include the name of the person who performed the work

2. Log books and reports must be kept with the compliance schedule and kept for a minimum 2 years.

Notes:

1. This compliance schedule lists all the specified systems contained in or attached to the building. A description, performance standards, and inspection and maintenance procedures are provided for each specified system.

1,561,733.491 5,177,430.470 Meters

Compliance Schedules (ccc.govt.nz)

Christchurch City Council

Thank you