

SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

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South Island IQP Panel September 2018 Newsletter

It was pleasing to note at the last SI IQP Panel Meeting the quality of some of the applications has lifted, resulting in a higher rate of acceptance.

However still too many references are not relevant to the specified systems being applied for, also the page five questions are being poorly answered.

When answering these please refer to the **Building Act 2004 sections 100-112.**

<http://legislation.govt.nz/act/public/2004/0072/latest/DLM306036.html> and the

Compliance schedule handbook available here

<https://www.building.govt.nz/building-code-compliance/building-code-and-handbooks/compliance-schedule-handbook/>

Applications to become IQP registered: Please take care when completing applications and remember the more **relevant** information the better, therefore facts and supporting documentation is important.

Applications were declined for:

- Detail of Work Experience
- References (Quality of) and Lack of
- Not meeting the set criteria

Reminders:-

- IQP's **MUST** work within their competency and registration.
- 12a's are not issued in the interest of the building owner, they should be issued if appropriate. I.e. The required Inspection, Maintenance and Reporting regime is complete.
- A report in lieu is NOT a right or get out of jail card. It has no legal standing and some Councils will file them as a record that the specified system is, on the day of inspection working as required, however during the year, missed inspections or a defect that has been repaired.
- A report in lieu should never be issued if the specified system remains defective – Please discuss with the Territorial Authority when a clean 12a cannot be issued.

Last newsletter – feedback

The South Island IQP Panel received feedback from the last newsletter about Owner/Agents record keeping.

This is not Territorial Authorities being unrealistic, this is a **legislative requirement**.

It does not have to be a paper based log book but a system that the owner/agent will use. This could be incorporated as a part of the Health & Safety Manual, as long as it is available to be sighted by those who have a right to view it. That does include a variety of people, not just council audit staff.

Changes to Inspection, Maintenance & Reporting requirements

Just a reminder – the information and documentation provided at Building Consent/Code Compliance Certificate time, states a specific standard and corresponding inspection & maintenance regime. This information is the basis for the compliance schedule.

If you as the IQP or a building owner is concerned that the I, M & R requirements in the compliance schedule appear to be too onerous, a Form 11 can be submitted.

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The Form 11 **MUST** detail reasons for the amendment and specifically detail the new inspection & maintenance regime.

This will be reviewed by the T/A and the compliance schedule will be amended or the applicant will be advised why the application has been declined.

ABC Group Conference

In August, 175 IQP's and staff from 17 Councils attended the Annual Conference of the Association of Building Compliance.

There was an excellent line up of speakers who covered topics as varied as Fire, Lifts, Audio Loops, Passive Fire Protection, Access Control Doors, and Insurance Concerns.

The two most important message that came out to the conference were:-

- IQP's and Councils are on the same side of the fence – wanting buildings to comply and be safe for the people using them.
- If you see something – tell someone.

As an IQP with more knowledge than the building owner, you have a duty of care, even if the fault or defect is not in your field of work!

Advise the owner/representative or agent verbally and follow up in writing.

Reminders for new IQP Applicants

Application form

Please make sure you are applying on the **correct version** of the application form – all IQP forms are available on the Timaru District Council Website.

<https://www.timaru.govt.nz/services/building/independent-qualified-persons>

If you need a word version of the application form please email Mary - mary.gazzard@timdc.govt.nz

References: When completing a reference to support an application for SI IQP registration **please** ensure that it is relevant to the specified system that the person applying for and actually provide details on what and how much you have supervised or worked together. Vagueness is not doing the applicant any favours.

Next Panel meeting & AGM is the 22nd November - cut-off date for applications is the 9th November

Annual Renewal Letter

This gets sent with your annual renewal invoice – **PLEASE** - fill it out and return it to Mary. Scanning and emailing it is fine, just send it in!

Also – if you change employer and wish to retain your registration please let Mary know, likewise if you don't want to retain your registration.



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Goodbye from Raewyn Kinnis

As I have accepted a position in the private sector, a 35 year Local Government career closes. I am unfortunately unable to complete my term as Chairperson of the South Island IQP Registration Panel.

Since my first involvement with the SI IQP Panel in 1997, I have worked with some amazing and inspiring people on the Panel. Along with meeting many passionate and professional IQP's who have willingly shared their knowledge.

A special thanks to the register secretary Mary Gazzard for her support and help.

I wish both IQP's and Council Officers involved in the amazing world of Building Warrants of Fitness, all the best. In a field of work that is an on-going learning experience.

Best wishes & kind regards

Raewyn

Please note – Murray Winmill, Timaru District Council, has been appointed as acting Chairperson until the AGM on the 22nd November.

