

SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

South Island IQP Panel March 2023 Newsletter

Chairpersons Blog

Welcome to the first blog for 2023

Our meeting saw very few Councils sending attendees in person which meant a large number of applicants to be reviewed by a small team.

I am absolutely delighted to say that we got through the approval process with the majority of applicants gaining registration for at least one system and many with full approval given - congratulations.

SS2 is going to be split into 3 subsections from simple 4512 systems to more complex ones and then the third subsection for all other non 4512 systems – thanks to Brian Wilson and team for this body of work.

We are also looking at getting feedback on running a hybrid meeting system with IQP applications being assessed in an online forum so as to enable a quicker turnaround for the applicants and additionally free up the panel to look at other matters such as the specified system criteria which I am keen to review especially SS9.

IQP's refresher training is one of the things which was also discussed and we will flesh out what this entails at the next meeting – any suggestions welcome

Kind Regards



Greig Wilson
Chairperson SIIQP

The Christchurch **ABC** Forum in February was well attended both in person and for the first time online was offered which 28 people used. It was an informative meeting and good discussion. If you are unable to attend an ABC Forum this on-line option may suit.

SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

From the secretary

Attention: SS2 IQP's – I will be contacting you very soon regarding the new criteria to see where you fit. Please take some time and make sure you reply.

ALSO – those of you that have accounts which are 90 days or older – **you will be removed from the register.**

Fortunately there are a very few of you. You will know who you are as the TDC accounts team will have been chasing you, so please don't email me to ask if you are one for the sake of it.

Please Help me to Help You 😊

Annual Renewal Letter

This is sent with your annual renewal invoice – **PLEASE** - fill it out and return it to me. Scanning and emailing it is fine. Your renewal will not be processed without it!

No renewal form = no certificate

When you leave a job, change employer, change postal address or are planning to retire, please notify me. I am wasting a lot of time trying to track people, deal with returned mail, and crediting invoices 😊

IQPS are Professionals and well qualified in their areas of expertise therefore please remember -

- IQP's **MUST** work within their competency and registration.
- 12a's are not issued in the interest of the building owner, they are 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.
- BSSR and SSSR have been recommended by MBIE to use when inspections have been missed due to covid-19 lockdowns and restrictions check with your Council if they are accepting them.

None of us involved in Building Industry wish to be in the position of being involved in considering a Building "Dangerous" in event of a fire due to failure of a specified system.

****** Next Panel Meeting – 25 May 2023**

Applications must be with the Secretary, Mary

No later than – 10 May 2023****



SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

Reminders for those applying for additional systems and first-time 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>

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.

You can provide photographic evidence to support your knowledge, this will clearly demonstrate that you can identify what complies and what doesn't. This information will the reviewer plenty of confidence in an applicant, making the approval decision an easy one.

Applications were declined for:

- ***Detail of Work Experience***

Your work history needs to be **descriptive** and **complete** – remember you are selling your skills and experience to the Panel.

- ***References (Quality of) and Lack of.***

Supply references that are **relevant** to the specified systems being supplied for.

A note for those signing references – see note further on

- ***Not meeting the set criteria***

- **The page five questions are being poorly answered**

– refer to the **relevant links** and **legislation** – these are listed on the application form and for quick reference -

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/>

Building (Forms) Regulations 2004 -

<http://www.legislation.govt.nz/regulation/public/2004/0385/latest/whole.html#contents>

NB. Please ensure that you are applying on the **correct version** of the form -

https://www.timaru.govt.nz/_data/assets/pdf_file/0003/19524/Application-form-Acceptance-as-a-South-Island-Independent-Qualified-Person.pdf

If you need a word version of the application form, please email Mary -

mary.gazzard@timdc.govt.nz

Please send applications in by email - E-mail attachments are limited to **15MB**, please use the large file transfer system and follow the **DROP-OFF** instructions at this link: - <https://files.timaru.govt.nz/>

You are dropping the file(s) off to mary.gazzard@timdc.govt.nz

Should your accounts team require a **PURCHASE ORDER** number for your invoices – **PLEASE** advise me of this, so I can have this sorted **PRIOR** to an invoice being sent out.

SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

When paying accounts – please quote the **Particulars, Code** and **Reference**, that are written on your invoice.

Kind Regards

Mary



Mary Gazzard | Compliance Officer Building
South Island IQP Register Secretary

Timaru District Council | PO Box 522 | Timaru 7940
P: 03 687 7468 | W: www.timaru.govt.nz

I am in the office 7.30am to 4.00pm

mary.gazzard@timdc.govt.nz – or igpenquiry@timdc.govt.nz

South Island IQP - <https://www.timaru.govt.nz/services/building/independent-qualified-person>

****** Next Panel Meeting – 25 May 2023**

Applications must be with the Secretary, Mary

No later than – 10 May 2023***

Some Words of Wisdom

With changes coming to SS2 SI IQP Registration a timely reminder to do the basics correctly –

NZS4512: Does the Compliance Schedule tell you what Year.

Alarm must be tested the standard to which it was installed 1997, 2003 etc

Check:

Warning facilities are operating correctly

Test all manual call points

Test 2% of heat detectors

Test 20% of smoke detectors

Check operation of each zone circuit

Visual examination of general condition of system

Check entire premises to ensure adequate protection of that building – alterations or change of use could have reduced the effectiveness of the system

Check operation of defect warning facilities

Check interface between fire alarm and ancillary services.

Test insulation of cables.



SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

Some reminders and important information

110 Owner must obtain reports on compliance schedule

An owner of a building for which a compliance schedule has been issued must—

- (a) obtain annual written reports relating to the inspection, maintenance, and reporting procedures of the compliance schedule signed by each independently qualified person or other person who carried out 1 or more of those procedures; and
- (b) keep those reports, together with the compliance schedule, for a period of 2 years; and
- (c) produce those reports for inspection, when required, by—
 - (i) the territorial authority; and
 - (ii) any person or organisation who or that has the right to inspect the building under any Act; and
- (d) show the location of those reports and the compliance schedule on the building warrant of fitness displayed in accordance with [section 108\(4\)](#).

Compare: 1991 No 150 s 45(3)

Section [110\(a\)](#): amended, on 13 March 2012, by [section 49](#) of the Building Amendment Act 2012 (2012 No 23).

Section [110\(a\)](#): amended, on 15 March 2008, by [section 25](#) of the Building Amendment Act 2008 (2008 No 4).

Note: Inspection and maintenance reports can make up part of the annual written reports. Log books and test certificates are part of the record keeping.

Not all inspections need to be carried out and recorded by an independent qualified person. For example, the daily and monthly inspections of final exits on escape routes can be undertaken by the owner/tenant/contractor/agent – but the annual inspection must be by an independent qualified person.

There is no regulated form for the annual report however, the Building Act states the owner shall obtain annual reports.



SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

Training opportunities and up-coming events

Please check the links below for up-coming training opportunities, some good events are coming up:

- May - FPA NZ has Get It Right Seminars for Sprinkler & Gas Flood systems
- Fire NZ Conference – 3-5 October – refer to the attached info

<https://www.fpanz.org/events/calendar>

- ABC IQP has various events – please check the links below – 2023 Conference is 26-27 July in Auckland

<https://www.abciqp.org.nz/whats-on/regular-events>

<https://www.abciqp.org.nz/whats-on/conference>

<https://www.abciqp.org.nz/whats-on/member-forums>

<https://www.abciqp.org.nz/whats-on/workshops-seminars>

<https://www.abciqp.org.nz/training/training-catalogue>

- BOINZ also has various training opportunities available

<https://www.boinz.org.nz/tools/events/list?SECT=education>

Open Polytechnic Courses

<https://www.openpolytechnic.ac.nz/qualifications-and-courses/nz261205-new-zealand-diploma-in-engineering-fire-engineering-level-6/tab/QT01>

<https://www.openpolytechnic.ac.nz/qualifications-and-courses/op6520-new-zealand-diploma-in-engineering-mechanical-engineering-level-6/tab/QT01>

<https://www.openpolytechnic.ac.nz/qualifications-and-courses/op2420-new-zealand-diploma-in-construction-level-6-with-strands-in-construction-management-and-quantity-surveying/tab/QT01>



SOUTH ISLAND IQP REGISTRATION PANEL

(Independent Qualified Persons)

PO Box 522

Timaru 7940

Phone: 03 687 7200

Fax 03 687 7209

Useful website links -

Association of Building Compliance - <http://www.abciqp.org.nz/>

Back Flow Training info –

WSP

<https://nzetc.wsp.com/w/courses/>

Trade Lab Backflow Refresher Course

<https://courses.tradelab.co/p/refresher-course-iqp-backflow>

Fire Protection Association of NZ - <http://www.fireprotection.org/>

Fire Protection Association Newsletters and FIRENZ Magazines -

<https://www.fpanz.org/docs/newsletters>

Building Officials Institute of New Zealand - <https://www.boinz.org.nz/>

Fire Stop Centre - <http://www.firestopcentre.co.nz>

Building Networks - <https://www.buildingnetworks.co.nz/>

Building Act 2004 sections **100-112**.

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

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

Building (Forms) Regulations 2004 -

<http://www.legislation.govt.nz/regulation/public/2004/0385/latest/whole.html#contents>

Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulation

2005 <http://www.legislation.govt.nz/regulation/public/2005/0032/latest/DLM313977.html>

NZ standards - <https://www.standards.govt.nz/sponsored-standards/building-standards/>

A useful site for Fire Designers and IQP's

Link to Dunedin City Council's Compliance Schedule and BWOFF page: -

<https://www.dunedin.govt.nz/services/building-services/compliance-schedule-and-specified-system-information>

Institution of Fire Engineers – NZ Branch <https://ife.org.nz/>

