Building Consent Authority IANZ Accreditation Assessment Report 2020

Meeting: **Audit, Risk and Finance Committee**
Date of meeting: **10 December 2020**
Reporting officer: **Neil Donnellan, Building Services Manager**

Purpose/Ngā whāinga

To have confidence that the Kaipara District Council Building Consent Authority (BCA) team continues to meet its statutory obligations under the Building Act 2004 (Act) and meets the performance requirements as an authority to perform building control functions under the Act.

Executive summary/Whakarāpopototanga

The successful outcome of the accreditation assessment audit report by the International Accreditation New Zealand (IANZ) confirms that the Kaipara District Council Building Consent Authority (BCA) team continues to meet the requirements of an authority to perform building control functions under the Act.

Recommendation/Ngā tūtohunga

That Audit, Risk and Finance Committee:

a) Notes the BCA Accreditation Assessment Audit Report from IANZ.

Context/Horopaki

This report is to inform the Audit, Risk and Finance Committee of the outcome of the accreditation assessment audit conducted by IANZ of KDC's BCA Quality Management System (QMS) undertaken between the 7th and 11th September 2020. This information is provided in order that the committee is aware of the performance of our building consent team and give Council the confidence that the Kaipara BCA is meeting its statutory obligations and is recognised for its exemplary practice and service delivery.

The following is an extract from the IANZ auditor recognising the BCA for its efforts;

"……...This accreditation assessment found the following aspects of the BCA's operations of particular note as good practice and/or performance which should be maintained: The BCA continued to have a strong commitment towards implementing their Quality System….."

At the exit meeting the lead auditor stated the following in the presence of the Building team:

"….the BCA team have the making of a 'Superior' team…"

The IANZ report is attached as Attachment A.

Discussion/Ngā kōrerorero

After more than the 250 items being reviewed, the BCA received no SNC's (serious non-compliance) and only 17 GNC's ('general non-compliance') 4 of which were resolved during the audit. Another 7 have been resolved already and evidence of this has been sent to IANZ. The remaining GNC's are near completion and require training of team members and several examples of evidence to be provided to IANZ for clearance.

The dates specified by IANZ are:

1. A Plan of action to clear the non-compliance to be sent to IANZ by 21st October 2020. The BCA has already formulated and forwarded the GNC clearance plan.

2. All non-compliances must be addressed by 21st December 2020. The BCA is expecting to clear all GNC's within this timeframe.

The report covers the areas assessed.

Policy and planning implications

This is a statutory assessment which is completed every two years.

Financial implications

The associated financial implications, IANZ fees, are estimated to be approximately $23,000.

Risks and mitigations

This assessment aids in mitigating risks in the future, to ensure Council's building control functions comply. This report provides evidence for a good news story that shows Kaipara's BCA has been externally audited and continues to be trusted as a professional body. This helps to build the reputation of the Kaipara District Council staff and Elected Members amongst domestic, commercial and industrial building owners, architects and builders in the district.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

The BCA obtains clearance by IANZ on all GNC's within the given timeframe.

Attachments/Ngā tapiritanga

	Title
A	IANZ Building Consent Authority Accreditation Assessment Report