

Building Regulation

- *Building Consenting*
- *Building Inspections and Code Compliance Certificates*
- *Building Regulatory Public Advice*
- *Building Consent Pre-Application Meetings*
- *Compliance Schedules & Annual Building Warrants of Fitness*
- *Building Consent Authority Accreditation Compliance*
- *Discretionary Exemptions & Certificates of Acceptance*
- *Certificates for Public Use*
- *Building Related Claim Management*
- *Periodic Inspection of Residential Swimming Pools*
- *Earthquake Prone Buildings*
- *Amusement Device Licensing & Inspection*
- *Emergency Management – Building Assessment*
- *Project Information Memoranda*

Draft Activity Plan adopted for consultation 14, 21, and 27 February 2024.
Open for consultation and submissions 18 March – 21 April, 2024.

Approvals

| Role | Position | Name | For Draft LTP | |
|--------------------------|--|-----------------|-----------------|------------------|
| | | | Signature | Date of sign-off |
| General Manager | General Manager Infrastructure, Planning & Regulatory Services | Jane Parfitt | Jane Parfitt | 11 March 2024 |
| Head of Service | Head of Building Consenting (Acting) | Steffan Thomas | Steffan Thomas | 11 March 2024 |
| Finance Business Partner | Finance Business Partner | Tony Richardson | Tony Richardson | 11 March 2024 |

Authors and advisors to this Activity Plan

| Group | Business Unit | Position | Name |
|--|-------------------------------|-----------------------------------|----------------|
| Infrastructure, Planning & Regulatory Services | Building Consenting | Head of Building Consenting | Steffan Thomas |
| Strategic Policy & Performance | Strategic Policy & Resilience | Principal Advisor Economic Policy | Gavin Thomas |

Contents

| | |
|---|-----------|
| 1. WHAT THIS ACTIVITY DELIVERS | 4 |
| 2. WHY WE DELIVER THIS ACTIVITY..... | 11 |
| 2.1. COMMUNITY OUTCOMES: HOW THIS ACTIVITY CONTRIBUTES..... | 11 |
| 2.2. STRATEGIC PRIORITIES - HOW THIS ACTIVITY SUPPORTS PROGRESS ON OUR PRIORITIES | 12 |
| 2.3. CLIMATE RESILIENCE GOALS: HOW THIS ACTIVITY SUPPORTS CLIMATE RESILIENCE GOALS | 13 |
| 3. HOW WE ARE PLANNING FOR FUTURE IMPACTS | 14 |
| 3.1. ISSUES IMPACTING CURRENT AND FUTURE ACTIVITY DEMAND AND DELIVERABILITY. | 14 |
| 3.2. THE HIGH IMPACT ISSUES AND MITIGATIONS PLANNED | 15 |
| 4. OUR LEVELS OF SERVICE | 16 |
| 5. HOW ASSETS WILL BE MANAGED TO DELIVER THE SERVICES..... | 18 |
| 6. CAPITAL EXPENDITURE AND KEY CAPITAL PROJECTS | 19 |
| 7. FINANCIAL RESOURCES NEEDED | 20 |
| 7.1. RESOURCES NEEDED..... | 20 |
| 7.2 FUNDING CONSIDERATION AND OUTCOME | 21 |
| 8. POSSIBLE SIGNIFICANT NEGATIVE IMPACTS ON WELLBEING..... | 22 |
| A. APPENDIX A: LEVELS OF SERVICE DETAIL | 24 |
| A.1. CONTINUOUS IMPROVEMENT REVIEW (S17A) – RECOMMENDATIONS FOR CHANGE | 24 |
| A.2. LEVELS OF SERVICE: PERFORMANCE MEASURES IN DETAIL | 25 |
| A.3. LEVELS OF SERVICE CHANGES FROM LONG-TERM PLAN 2021-31, AND WHY | 28 |
| APPENDIX B: POSSIBLE ISSUES IMPACTING THE ACTIVITY & THE MITIGATIONS PLANNED | 29 |
| B.1. CHANGING CUSTOMER NEEDS | 29 |
| B.2. TIRITI PARTNERSHIPS (NO IMPACTS) | 30 |
| B.3. TECHNOLOGICAL GROWTH (MEDIUM IMPACT) | 30 |
| B.4. RESILIENCE AND ENVIRONMENTAL CONSIDERATIONS | 30 |
| B.5. INFRASTRUCTURE (LOW IMPACT)..... | 31 |
| B.6. REGULATIONS & REFORM (HIGH IMPACT) | 31 |
| B.7. IDENTIFIED BUSINESS UNIT RISKS..... | 33 |

1. What this activity delivers

- Issue of Building Consenting, carrying out Building Inspections and issue of Code Compliance Certificates
- Issue of Compliance Schedules and audit the annual Building Warrant of Fitness regime
- Provide Building Regulatory advice including Eco Design Advice
- Provide Building Consent Pre-Application Consultation including Fire Engineering Brief Consultation
- Issue discretionary exemptions & certificates of acceptance
- Issue certificates for public use
- Issue Notices to Fix
- Maintain Building Consent Authority Accreditation Compliance
- Undertake periodic inspection of residential swimming pools
- Undertake Earthquake Prone Building assessment and notice issue
- License and inspection of amusement devices
- Building Claims Management
- Emergency Management – Building Assessment

The activity also the full range of regulatory requirement under the Building Act covering both roles of Building Consent Authority and Territorial Authority.

Building Act consenting and compliance regulatory advice and response to public and elected member enquiries is also provided. This includes staff responses to public and elected member requests for information, media/LGOIMA requests, elected member enquiries, public enquiries.

Specialist **Eco Design Advice** is also provided on new home design and renovation. Our expert advisor advocates for creating healthier buildings, improving energy water and material use, minimising waste, and reducing the environmental impact of buildings.

As well as issuing the various consents and certificates the Unit operates a robust **discretionary exemption** process. This where the scope of the building work is marginally beyond the scope of a particular exemption, an application can be made to for a discretionary exemption. This means we can use our discretion in deciding whether the project needs a building consent.

Certificate of acceptance (COA) may be issued detailing the level to which unconsented building work complies with the building code. A COA provides building code certification on work that has been carried out without a required building consent, and that we have reasonable grounds to believe complies. It qualifies work that cannot be inspected, so is not as comprehensive as a code compliance certificate.















If it is intended to let the public use a building before a code compliance certificate is issued, a **Certificate for Public Use** (CPU) must be in place. We actively issue and monitor CPU expiry and compliance.

Residential swimming pools must be inspected every three years. (These mandatory inspections do not apply to small, heated pools where the barrier is a safety cover). We are responsible for ensuring the pools are inspected to check whether they continue to comply with the Building Act.

We review **earthquake prone building** (EPB) assessments and decide to issue an EPB notice and update the National Register.

All mechanical **amusement devices** at events (such as Ferris wheels, merry-go-round, and dodgem cars) must have a Certificate of Registration issued by Worksafe New Zealand. Before an amusement device is operated, the owner must apply to the Council for a permit to operate the device and have it inspected.

This activity includes the following services:

| | Services | Contributes to Community outcomes |
|--|---|---|
|  | Building Consenting – Receive & vet consent application for acceptance, process application for compliance with the building code. | <ul style="list-style-type: none"> • A collaborative confident city • A cultural powerhouse city • A thriving prosperous city |
|  | Building Inspections & Code Compliance Certificates – Undertake inspections of building work at various stages during the build to assess compliance with consent, process application for code compliance certificate on completion of building work. | |
|  | Building Regulatory Public Advice – Provide advice to public enquires via phone, email, internet or in person in relation to compliance with various building legislation. | <ul style="list-style-type: none"> • A collaborative confident city • A thriving prosperous city |
|  | Building Consent Pre-Application Consultation – Tailored pre-application guidance for projects that need a building consent. | |
|  | Compliance Schedule & Annual Building Warrants of Fitness - Issue new and amend existing compliance schedules which identify specified systems. Undertake and audit regime of each building warrant of fitness. | <ul style="list-style-type: none"> • A collaborative confident city |
|  | Building Consent Authority Accreditation Compliance - Maintain and operate a quality assurance system to ensure continued accreditation as a building consent authority. | |
|  | Discretionary Exemptions & Certificates of Acceptance - Process applications for discretionary exemption from the requirement for a building consent. Process applications for certificates of acceptance to legalise un-consented building work | <ul style="list-style-type: none"> • A collaborative confident city • A thriving prosperous city |
|  | Certificates for Public Use - Process applications to permit public occupation of non-residential building yet to achieve code compliance certification. | |
|  | Building Related Claims Management – Actively manage and respond to potential and actual negligence claims against the Council. | <ul style="list-style-type: none"> • A collaborative confident city |
|  | Periodic Inspection of Residential Swimming Pools - Residential pools are inspected in a three-year cycle to ensure they continue to comply. | |
|  | Earthquake Prone Buildings - (EPB's) request and review seismic assessments and decide to issue an EPB notice and update the National Register. Monitor upgrading of earthquake prone buildings and update National Register. | <ul style="list-style-type: none"> • A collaborative confident city • A cultural powerhouse city • A thriving prosperous city |
|  | Amusement Device Licensing & Inspection - Issue permits for and undertake inspections of amusement device rides (In addition to having Certificate of Registration from Worksafe NZ). | |
|  | Emergency Management – Building Assessment – Ensure sufficient staff are trained and recognised as Rapid Building Assessors. Respond to request for deployment of Rapid Building Assessors in National and Local Emergencies. | <ul style="list-style-type: none"> • A collaborative confident city |
|  | Project Information Memoranda – Receive and process applications for project information memoranda. | <ul style="list-style-type: none"> • A collaborative confident city • A green liveable city • A cultural powerhouse city • A thriving prosperous city |

Interesting Statistics

Number of Commercial (Building Category) Consents Granted:

1 July 2022 – 30 June 2023: **727**
1 July 2021 – 30 June 2022: **764**
1 July 2020 – 30 June 2021: **728**
1 July 2019 – 30 June 2020: **830**
1 July 2018 – 30 June 2019: **980**



Number of Pools and Spa Inspections:

1 July 2022 – 30 June 2023: **2070**
1 July 2021 – 30 June 2022: **2569**
1 July 2020 – 30 June 2021: **1597**
1 July 2019 – 30 June 2020: **1097**
1 July 2018 – 30 June 2019: **1150**

Number of Building Consents Granted for Apartment Units:

1 July 2022 – 30 June 2023: **1233**
1 July 2021 – 30 June 2022: **1162**
1 July 2020 – 30 June 2021: **1717**
1 July 2019 – 30 June 2020: **1351**
1 July 2018 – 30 June 2019: **1027**



Interesting Inspections Statistics

| BC Inspections Completed | FY2022/23 | FY2021/22 | FY2020/21 | FY2019/20 | FY2018/19 |
|---------------------------------|--------------|--------------|--------------|--------------|--------------|
| Residential (Building Category) | 31871 | 27623 | 26994 | 21289 | 24959 |
| Commercial (Building Category) | 4216 | 3842 | 4363 | 4578 | 6508 |
| Total: | 36087 | 31465 | 31357 | 25867 | 31465 |



More Interesting statistics

Number of Residential Building Consents Granted:

- 1 July 2022 – 30 June 2023: 4287
- 1 July 2021 – 30 June 2022: 4340
- 1 July 2020 – 30 June 2021: 4067
- 1 July 2019 – 30 June 2020: 3676
- 1 July 2018 – 30 June 2019: 3686



Number of Detached Dwellings Building Consents Granted:

- 1 July 2022 – 30 June 2023: 1482
- 1 July 2021 – 30 June 2022: 1610
- 1 July 2020 – 30 June 2021: 1370
- 1 July 2019 – 30 June 2020: 1278
- 1 July 2018 – 30 June 2019: 1163



Amusement Device Inspections

We completed a total of

162

Inspections for Event Companies for the period
1 July 2022 to 30 April 2023



Summary Snapshot of Activity 2018 – June 2023

| | FY 2022/23 | FYI 2021/22 | FY2020/21 | FY2019/20 | FY2018/19 |
|--|-------------|-------------|-------------|-------------|-------------|
| Number of Building Consents Granted | | | | | |
| Residential | 4287 | 4340 | 4067 | 3676 | 3686 |
| Commercial | 727 | 764 | 728 | 830 | 980 |
| Total | 5014 | 5104 | 4794 | 4506 | 4666 |
| Number of new detached dwellings | 1482 | 1610 | 1370 | 1278 | 1163 |
| Number of new apartments | 1233 | 1162 | 1717 | 1351 | 1027 |
| Code Compliance Certificates Issued | | | | | |
| Residential | 3431 | 3352 | 3807 | 3504 | 3781 |
| Commercial | 450 | 462 | 521 | 653 | 751 |
| Total | 3881 | 3814 | 4328 | 4157 | 4532 |
| Certificates for Public Use issued | 179 | 131 | 186 | 174 | 206 |
| Certificates of Acceptance issued | 192 | 170 | 212 | 172 | 210 |
| Compliance Schedules | 143 | 142 | 160 | 141 | 167 |
| Exemptions (approved) | 1892 | 2097 | 2051 | 2032 | 2057 |

What our community is saying

“Thank you for assisting us throughout the process, keep up the good work. Hats off to your team!” (May 2023)

“The council officers that I spoke to were awesome, very polite, took time to explain the questions I asked and overall, it was a pleasure dealing with the council. Very easy and informative. Very clear info was provided. Great experience” (April 2023)

“Great people. Excellent listeners and very competent. I was very surprised at how understanding Council staff were with my struggles... very supportive and showed great empathy and understanding. They made it easy for me to achieve my compliance requirements” (April 2023)

“Appreciated the good communication and knowledge of the inspector. Great experience to some I have had elsewhere in the country” (April 2023)

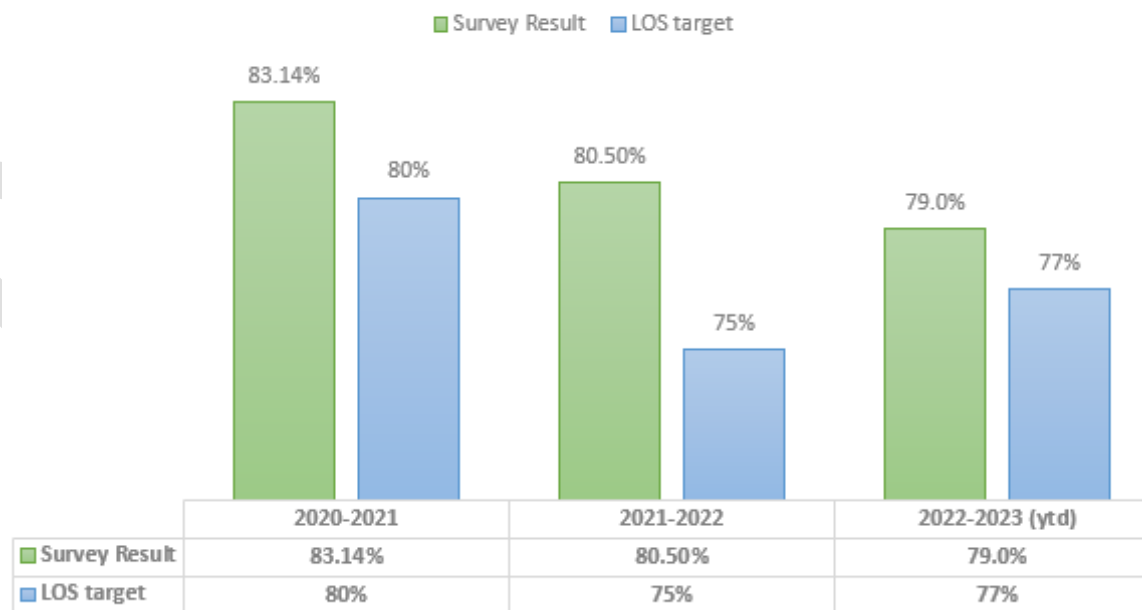
“As with all dealings with consent and compliance on this project, the staff and timely responses have been exemplary. I can't speak highly enough of the help given by the compliance team throughout, often outside of normal working hours to help meet an urgent deadline. Just a huge thank you to the team involved” (April 2023)

“Very helpful and assisted in getting the required information sent through. Thanks for being helpful and working with us to get this sorted. Greatly Appreciated for everyone's hard work” (January 2023)

“Very professional, knowledgeable, friendly. So easy to understand and deal with. Highly recommend. The staff I have dealt with have been amazing” (Sept 2022)





| Key Stakeholders | | Key Customers |
|--------------------|---|---------------------------------|
| MBIE | NZIBI | Licensed Building Practitioners |
| IANZ | NZ Institute of Surveyors | Designers |
| FENZ | Plumber, Gasfitters & Drainlayers Board | Developers |
| Other BCA's | BRANZ | Building Owners |
| ADNZ | LINZ | IQP |
| ENZ | Environment Canterbury | Plumbers |
| NZIA | Worksafe | Drainlayers |
| Master Builders | Heritage NZ | Building Users |
| Master Plumbers | | Engineers |
| Certified Builders | | Surveyors |
| BOINZ | | Heating Installers |

Customer Satisfaction Survey Results









2. Why we deliver this activity

2.1. Community Outcomes: How this activity contributes


| Community Outcomes | Contribution* | Key contributions to achieving our community outcomes |
|--|---------------|---|
|  <p>A collaborative confident city Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.</p> | ★★★★ | <ul style="list-style-type: none"> We ensure new and altered buildings meet the requirements of the building code and are built with the requisite resilience to ensure that we create a safe, healthy, and sustainable place for people live in. We ensure that buildings have attributes that contribute appropriately to the well-being, health, and physical independence, particularly in regard to people with disabilities, of the people who use them |
|  <p>A green, liveable city Our neighbourhoods and communities are accessible and well-connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our indigenous biodiversity, water bodies and tree canopy.</p> | ★★★★ | <ul style="list-style-type: none"> We provide a free Eco Design Advice service to promote the development of healthier buildings, improve energy, water, and material use, minimise waste, and reduce the environmental impact of buildings. |
|  <p>A cultural powerhouse city Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events powerhouse.</p> | ★ | <ul style="list-style-type: none"> We utilise principals set out in the Building Act to facilitate the preservation of buildings of significant cultural, historical, or heritage value. |
|  <p>A thriving prosperous city Our city is a great place for people, business, and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.</p> | ★★★★ | <ul style="list-style-type: none"> A well-functioning, easily accessible, and reliable building regulation service allows citizens to have the faith to invest in Christchurch. Effective building regulation services ensure developers feel part of a modern and robust liveable city which promotes strong communities and a prosperous economy. |
| <p>*Level of contribution – what this means</p> | | |
| <p>★★★★ This activity is critical to the Council’s contribution to achieving this community outcome – we measure our impact with specific levels of service</p> <p>★★★ This activity strongly supports the Council’s contribution to achieving this community outcome – we measure our impact with specific levels of service for some elements</p> <p>★★ This activity supports the Council’s contribution to achieving this community outcome – we measure our impact with specific levels of service if practicable</p> <p>★ This activity may provide incidental support to achieving this community outcome – it's not cost-effective to measure our impact</p> | | |

2.2. Strategic Priorities - How this activity supports progress on our priorities

| Strategic Priorities | | Contribution* | How our strategic priorities influence the way we work |
|--|--|---------------|---|
|  | Be an inclusive and equitable city which puts people at the centre of developing our city and district, prioritising wellbeing, accessibility, and connection | ★★★ | <ul style="list-style-type: none"> We ensure new builds and repairs meet the minimum standards and are built with greater resilience to ensure that we create a safe, healthy, and sustainable place for people live in. |
|  | Champion Christchurch and collaborate to build our role as a leading New Zealand city | ★ | <ul style="list-style-type: none"> Effective building regulation services ensure developers feel part of a modern and robust liveable city which promotes strong communities and a prosperous economy. |
|  | Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents | ★★★ | <ul style="list-style-type: none"> A functioning, easily accessible, and reliable building regulation service allows citizens to have the faith to invest in Christchurch. |
|  | Reduce emissions as a Council and as a city, and invest in adaptation and resilience, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy | ★★★ | <ul style="list-style-type: none"> We provide a free Eco Design Advice service to promote the development of healthier buildings, improve energy, water, and material use, minimise waste, and reduce the environmental impact of buildings. |
|  | Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents | ★★★ | <ul style="list-style-type: none"> A well-functioning, easily accessible, and reliable building regulation service gives citizens a quality, value-for-money service. |
|  | Actively balance the needs of today's residents with the needs of future generations, with the aim of leaving no one behind | ★★ | <ul style="list-style-type: none"> We provide a free Eco Design Advice service to promote the development of healthier buildings, improve energy, water, and material use, minimise waste, and reduce the environmental impact of buildings. |
| *Levels of contribution - what this means | | | |
| ★★★★★ | This activity is critical to the Council's contribution to achieving this community outcome – we measure our impact with specific levels of service | | |
| ★★★ | This activity strongly supports the Council's contribution to achieving this community outcome – we measure our impact with specific levels of service for some elements | | |
| ★★ | This activity supports the Council's contribution to achieving this community outcome – we measure our impact with specific levels of service if practicable | | |
| ★ | This activity may provide incidental support to achieving this community outcome – it's not cost-effective to measure our impact | | |

2.3. Climate Resilience Goals: How this activity supports climate resilience goals


Net zero emissions Christchurch

| | | | |
|--|--|--|--|
| | <p>Key sources of greenhouse gas emissions from the Building Regulation activity includes:</p> <ul style="list-style-type: none"> Emissions from Council vehicles being used to undertake building inspections and site visits. | | |
|  | <p>The Building Regulation activity is taking the following actions to reduce greenhouse gas emissions:</p> <table border="1"> <tr> <td data-bbox="206 395 1167 526"> <p>Operational/embedded greenhouse gas emissions:</p> <ul style="list-style-type: none"> Fossil fuel inspection vehicles are being phased out and replaced with electric vehicles. </td> <td data-bbox="1167 395 2112 526"> <p>Greenhouse gas emissions by users of services we provide:</p> <ul style="list-style-type: none"> Remote inspection technology is being increasingly utilised, reducing the number of site inspections/visits. </td> </tr> </table> | <p>Operational/embedded greenhouse gas emissions:</p> <ul style="list-style-type: none"> Fossil fuel inspection vehicles are being phased out and replaced with electric vehicles. | <p>Greenhouse gas emissions by users of services we provide:</p> <ul style="list-style-type: none"> Remote inspection technology is being increasingly utilised, reducing the number of site inspections/visits. |
| <p>Operational/embedded greenhouse gas emissions:</p> <ul style="list-style-type: none"> Fossil fuel inspection vehicles are being phased out and replaced with electric vehicles. | <p>Greenhouse gas emissions by users of services we provide:</p> <ul style="list-style-type: none"> Remote inspection technology is being increasingly utilised, reducing the number of site inspections/visits. | | |

We understand and are preparing for the ongoing impact of Climate change

| | |
|--|--|
|  | <p>Key climate risks for the Building Regulation activity includes:</p> <ul style="list-style-type: none"> Maintaining knowledge and contributing to national building legislative changes |
| | <p>Options being considered to reduce the risks to the Building Regulation activity and the community posed by those climate risks include:</p> <ul style="list-style-type: none"> Ensuring sufficient staff resource and time is available to adequately input to legislative change and train staff in new requirements. |

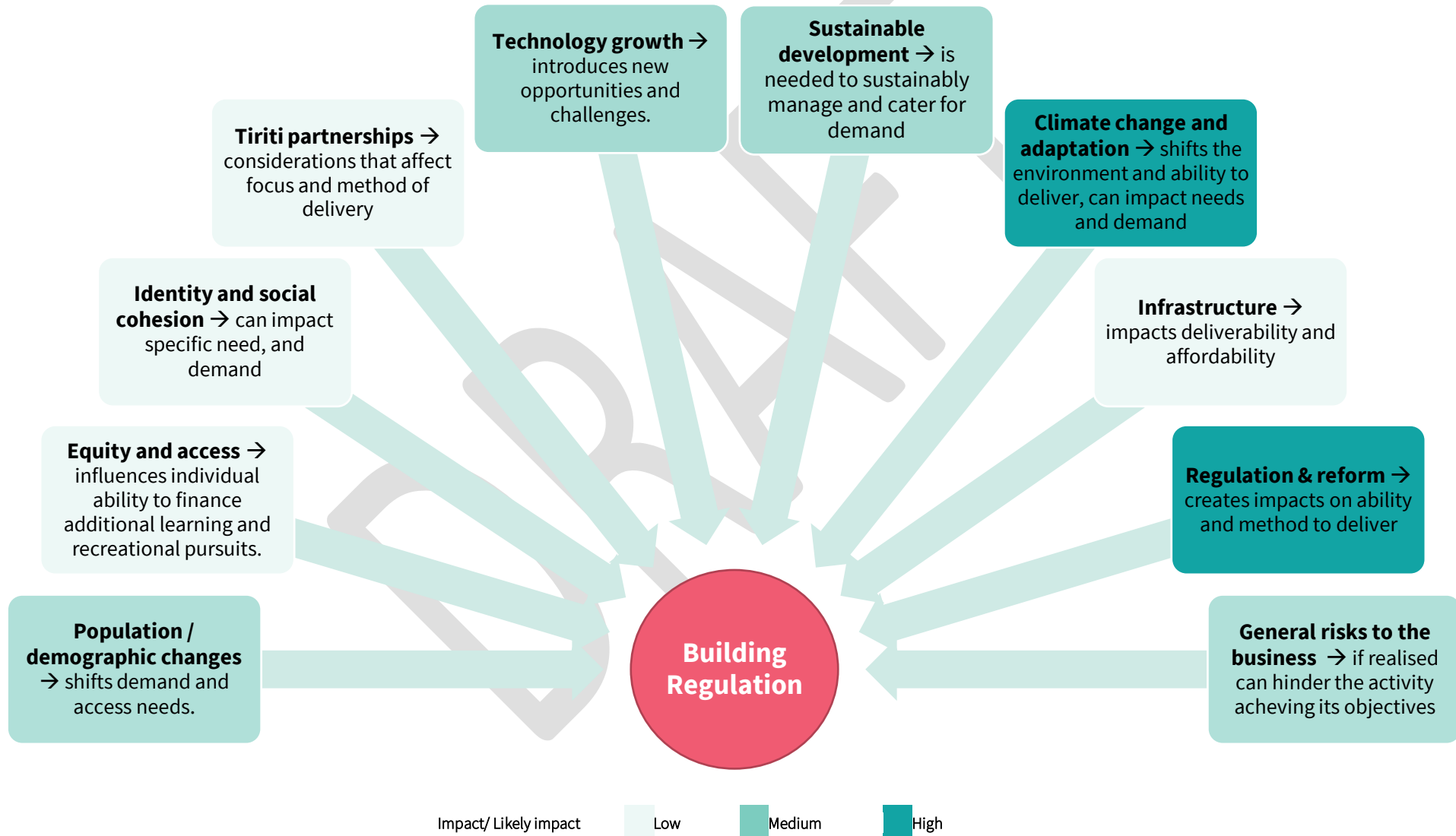
We are guardians of our natural environment and taonga

| | |
|---|--|
|  | <p>Please describe a pilot project you will undertake in the next three years to increase understanding of emissions reduction options and building resilience to climate risks relevant to your activity.</p> <ul style="list-style-type: none"> We will be contributing and providing feedback specifically on the following MBIE Climate Change Amendments: <ul style="list-style-type: none"> Make it mandatory for new and existing public, industrial and large-scale residential buildings (such as multi-storey apartment buildings) to hold energy performance ratings. Require those intending to undertake certain building or demolition work to have a waste minimisation plan. Change the principle and purposes of the Building Act, to clarify that change is a key consideration: |
| | <p>Please explain any levels of service changes in this LTP, or that may be required in the future as a result of climate change.</p> <ul style="list-style-type: none"> This activity has no level of service changes that may be required because of climate change. |

3. How we are planning for future impacts

There are various factors influencing current and future demand for Council library facilities and the ability to deliver them. These are listed below.

3.1. Issues impacting current and future activity demand and deliverability.



3.2. The high impact issues and mitigations planned

The more prominent ones that in particular effect our Community Outcomes or Strategic Priorities are summarised on this page. For further details on issues, including the current status, future projections, likely impact and mitigations please see Appendix B.

Climate change and adaptation



This has the potential to impact how we operate in the short and long term by determining new operating models or standards that our services will be required to implement or be impacted by.

Mitigating actions to ensure we work closely with central government to understand and input into legislative changes so that we are aware of the impacts and timing of changes and our practices support them. This will include ongoing training and upskilling of staff.

Regulation and reform

This has the potential to impact how we operate in the short and long term. Ongoing national reform programmes may determine new operating models or standards that our services will be required to implement or be impacted by.

Mitigating actions to ensure we work closely with central government to understand and input into reforms so that we are aware of the impacts and timing of changes. This will include ongoing training and upskilling of staff.

Building Regulation

4. Our levels of service

Council's Levels of Service (LoS) measures enable us to monitor and report against our outcomes and service performance. See Appendix A: Levels of Service Details for more detail.

Services & Level of Service Statements, with Measures of Success and future year Targets

| Level of Service statement (What we will provide) | Measures of success (What our community can expect) | Performance Targets/Outputs | | | |
|---|--|--|---------|---------|-----------|
| | | 2024/25 | 2025/26 | 2026/27 | 2027 - 34 |
| Building Consenting | | | | | |
| Receive and vet consent applications for acceptance and process applications for compliance with the building code in a timely manner | Grant building consents within 20 working days (9.1.1) | The minimum is to issue 95% of building consents within 19 working days from the date of acceptance | | | |
| | Customer satisfaction with building consents process (9.1.4) | 79% | 80% | 80% | 80% - 85% |
| Building Inspections and Code Compliance Certificates | | | | | |
| Undertake inspections of building work to assess compliance with the consent, and process applications for code of compliance certification | Grant Code Compliance Certificates within 20 working days (9.1.7) | Issue minimum 95% of Code Compliance Certificates within 19 working days from the date of acceptance | | | |
| Building Consenting public advice | | | | | |
| Provide a public advice service to support building consenting customers | Provide a quality eco design service (17.0.37) | Provide free eco design advice to the public | | | |
| Annual Building Warrants of Fitness | | | | | |
| Undertake an audit regime of each building warrant of fitness, issue new and amend existing compliance schedules | Audit Building Warrant of Fitness to ensure public safety and confidence (9.1.9) | Audit 20% of building stock annually | | | |
| Building Accreditation Review | | | | | |
| Maintain and operate a quality assurance system to ensure | Building Consent Authority status is maintained (9.3.1) | Building Consent Authority status is maintained | | | |

| | | |
|---|--|--|
| continued accreditation as a building consent authority | | |
| Building policy | | |
| Ensure public safety and confidence through requesting and reviewing seismic assessments, issuing EPB notices and updating the national register | Maintain a public register of earthquake prone buildings in Christchurch (9.3.5) | Update the Earthquake Prone Building Register whenever the Council becomes aware of a change of a building's earthquake-prone status |
| Building Regulation | | |
| Prevent drowning of, and injury to, young children by restricting unsupervised access to residential pools | Pools are inspected in accordance with the legislative requirements in section 162D of the Building Act 2004 (9.0.7) | All pools are inspected in accordance with legislative requirements |
| Project Information Memoranda | | |
| Receive and process project information memoranda applications in a timely manner | Process project information memoranda applications within statutory timeframes (9.4.10) | Process 99% of project information memorandum applications within 20 working days |

DRAFT

5. How assets will be managed to deliver the services

This activity does not have assets.

DRAFT

6. Capital expenditure and key capital projects

This activity does not have capital expenditure and key capital projects.

DRAFT

7. Financial resources needed

7.1. Resources needed

Financial projections reflect the direction from Council as at the adoption meetings of 14, 21, 27 February 2024.

Building Regulation

| 000's | LTP 2024/25 | LTP 2025/26 | LTP 2026/27 | LTP 2027/28 | LTP 2028/29 | LTP 2029/30 | LTP 2030/31 | LTP 2031/32 | LTP 2032/33 | LTP 2033/34 |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Activity Costs Before Overheads by Service | | | | | | | | | | |
| Building Consenting | 7,764 | 7,853 | 7,965 | 8,045 | 8,118 | 8,167 | 8,263 | 8,278 | 8,383 | 8,595 |
| Bldg Insp & Code Compliance Cert | 6,127 | 6,485 | 6,660 | 6,747 | 6,961 | 7,183 | 7,357 | 7,579 | 7,762 | 7,882 |
| Building Consenting Public Advice | 1,081 | 1,127 | 1,158 | 1,195 | 1,234 | 1,274 | 1,308 | 1,350 | 1,384 | 1,404 |
| Manage the Consent Prep Process Mtgs | 158 | 164 | 169 | 174 | 180 | 186 | 191 | 197 | 202 | 205 |
| Annual Building Warrants of Fitness | 1,476 | 1,538 | 1,581 | 1,633 | 1,687 | 1,743 | 1,790 | 1,848 | 1,895 | 1,923 |
| Building Accreditation Review | 1,370 | 1,307 | 1,463 | 1,386 | 1,556 | 1,478 | 1,647 | 1,697 | 1,737 | 1,765 |
| Building Policy | 195 | 204 | 209 | 216 | 222 | 228 | 234 | 241 | 246 | 250 |
| Claim Management - Building Related | 146 | 152 | 156 | 161 | 165 | 170 | 174 | 179 | 183 | 186 |
| Swimming Pool Inspections | 247 | 258 | 265 | 274 | 283 | 293 | 301 | 311 | 319 | 324 |
| Project Information Memoranda | | | | | | | | | | |
| | 18,563 | 19,087 | 19,627 | 19,831 | 20,406 | 20,722 | 21,264 | 21,681 | 22,112 | 22,534 |
| Activity Costs by Cost Type | | | | | | | | | | |
| Direct Operating Costs | 1,087 | 1,116 | 1,259 | 1,046 | 1,195 | 1,092 | 1,245 | 1,270 | 1,296 | 1,320 |
| Direct Maintenance Costs | 24 | 25 | 26 | 26 | 27 | 27 | 28 | 29 | 29 | 30 |
| Staff and Contract Personnel Costs | 18,099 | 18,627 | 19,038 | 19,478 | 19,927 | 20,368 | 20,778 | 21,196 | 21,621 | 22,031 |
| Other Activity Costs | 136 | 136 | 143 | 146 | 149 | 155 | 158 | 162 | 165 | 168 |
| Overheads, Indirect and Other Costs | 9,808 | 10,422 | 10,680 | 11,120 | 11,667 | 12,137 | 12,513 | 13,169 | 13,486 | 13,583 |
| Depreciation | 41 | 31 | 30 | 26 | 20 | 17 | 6 | | | |
| Debt Servicing and Interest | | | | | | | | | | |
| Total Activity Cost | 29,197 | 30,356 | 31,176 | 31,842 | 32,985 | 33,798 | 34,728 | 35,825 | 36,596 | 37,131 |
| Funded By: | | | | | | | | | | |
| Fees and Charges | 25,704 | 26,449 | 27,031 | 27,653 | 28,289 | 28,911 | 29,519 | 30,109 | 30,711 | 31,295 |
| Grants and Subsidies | | | | | | | | | | |
| Cost Recoveries | | | | | | | | | | |
| Other Revenues | | | | | | | | | | |
| Total Operational Revenue | 25,704 | 26,449 | 27,031 | 27,653 | 28,289 | 28,911 | 29,519 | 30,109 | 30,711 | 31,295 |
| Net Cost of Service | 3,493 | 3,906 | 4,145 | 4,189 | 4,696 | 4,887 | 5,210 | 5,717 | 5,885 | 5,837 |
| Funding Percentages | | | | | | | | | | |
| Rates | 12% | 13% | 13% | 13% | 14% | 14% | 15% | 16% | 16% | 16% |
| Fees and Charges | 88% | 87% | 87% | 87% | 86% | 86% | 85% | 84% | 84% | 84% |
| Grants and Subsidies | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% |
| Cost Recoveries | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% |
| Other Revenues | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% |
| Capital Expenditure | | | | | | | | | | |
| Total Activity Capital | | | | | | | | | | |

7.2 Funding consideration and outcome

Section 101 Local Government Act 2002 - Funding Consideration. The following tables are based on the financials from the previous page.

Council funds the Building Regulation Activity predominately through fees and charges. This means that most funding comes from developers, mostly on the basis of user pays/ exacerbator pays.

This funding approach is based on applying the following main funding principles to determine the funding policy.

Funding principles considered for operating costs

| Consideration for funding method | Result | Implication |
|---|--------|--------------------------------------|
| User-Pays <i>the degree to which the Activity can be attributed to individuals or identifiable groups rather than the community as a whole</i> | High | Fund from Fees and Charges |
| Exacerbator-Pays <i>the degree to which the Activity is required as a result of the action (or inaction) of individuals or identifiable groups</i> | High | Fund from Fees and Charges |
| Inter-Generational Equity <i>the degree to which benefits can be attributed to future periods</i> | Low | Fund from in the year costs incurred |
| Separate Funding? <i>the degree to which the costs and benefits justify separate funding for the Activity</i> | High | Fund from Fees and Charges |

Outcome: Funding for operating costs

| Source | Proportion funded* | Funding Mechanisms |
|--------------------|--------------------|--------------------|
| Individual / Group | High | Fees and Charges |
| Community | Low | General Rates |

Funding of net capital expenditure

Net means after specific capital grants/subsidies/funding

| Category of capex | How it is funded initially - Refer also to Financial Strategy | Proportion* |
|----------------------------|---|-------------|
| Renewal/replacement | <i>Mix of rates and debt, but mostly rates – because the renewal / replacement programme is continuous. In future years, debt repayment is funded by rates.</i> | Nil |
| Service improvement | <i>Debt – because the benefits of capital expenditure on service improvement are received in future periods. In future years, debt repayment is funded by rates.</i> | Nil |
| Growth | <i>Development contributions and debt – because the benefits of capital expenditure relating to growth are received in future periods. In future years, debt repayment is funded by a mix of development contributions and rates.</i> | Nil |

Outcome: Initial funding for capital

| Initial funding source | Proportion of capex funded* |
|---------------------------|-----------------------------|
| Rates | N/A |
| Borrowing | N/A |
| Development Contributions | N/A |
| Grants and Other | N/A |

* Low = this source provides 0%-25% of the funding for this Activity, Medium = this source provides 25%-75% of the funding for this Activity, High = this source provides 75%-100% of the funding for this Activity

More information on the Council's Finance and Funding Polices can be found in the [Financial Strategy](#) and the [Revenue and Financing Policy](#)

8. Possible significant negative impacts on wellbeing



This activity may have significant negative effects on social, economic, environmental, or cultural wellbeing of the local community, now or in the future.

| Negative Effect | Mitigation |
|---|--|
| Social | |
| Customers may feel over regulated or frustrated at level of regulation | Ensure meaningful public advise is provided explaining why the regulation is in place and how to navigate. Be proactive in updated community of regulatory change |
| Economic | |
| Cost of compliance | Given the activity is predominately enforcing central government legislation, MBIE are currently undertaking a review on the Consenting System to ensure it remains fit for purpose. |
| Environmental | |
| Legislations does not keep pace with environmental impacts | There are a number of proposed amendments to the Building Act to support New Zealand’s climate change goals, including, <ul style="list-style-type: none"> • Making it mandatory for new and existing public, industrial and large-scale residential buildings (such as multi-storey apartment buildings) to hold energy performance ratings. • Requiring those intending to undertake certain building or demolition work to have a waste minimisation plan. • Changing the principle and purposes of the Building Act, to clarify that change is a key consideration. |
| Cultural | |
| Appropriate consideration may not be given to various Building Act decisions. | Ensure staff are understand Building Act Principle 4(2)(d) <i>the importance of recognising any special traditional and cultural aspects of the intended use of a building:</i> |

Appendices



A. Appendix A: Levels of Service detail

A.1. Continuous Improvement Review (S17A) – Recommendations for change

No Continuous Improvement Reviews (S17A) have been identified for this Activity.

DRAFT

A.2. Levels of Service: Performance measures in detail

| Level of Service statement (What we will provide) | LOS | Measures of success (What our community can expect) | Performance Targets/Outputs | | | | Method of Measurement | Community Outcome | Historic Performance Trends | Benchmarks | C/M |
|---|--------|--|--|---------|---------|-----------|--|--|--|--|-----|
| | | | 2024/25 | 2025/26 | 2026/27 | 2027 - 34 | | | | | |
| Building Consenting | | | | | | | | | | | |
| Receive and vet consent applications for acceptance and process applications for compliance with the building code in a timely manner | 9.1.1 | Grant building consents within 20 working days | The minimum is to issue 95% of building consents within 19 working days from the date of acceptance | | | | Reporting: Consent approval timeframes are monitored monthly and reported annually | A collaborative confident city A cultural powerhouse city A thriving prosperous city | 2023: 61% in 19 working days 2022: 40.1% in 19 working days 2021: 86.6% in 19 working days 2020: 95.7% in 20 working days 2019: 95.8% in 20 days | Auckland 2018/19 - 60% 2019/20 - 82% in 20 days Wellington 2017/18 - 91% 2018/19 89% in 20 days | C |
| | 9.1.4 | Customer satisfaction with building consents process | 79% | 80% | 80% | 80% - 85% | Customer satisfaction survey results are reviewed monthly; reported on annually. Requests for contact are responded to as a priority. Results themed for common issues and reviewed regularly for resolution. Survey provides measure of customer satisfaction with each of the following services surveyed: completion of building inspections, issue of building consent, and issue of code compliance certificate | A collaborative confident city A thriving prosperous city | 2023: 78.7% 2022: 81.5% 2021: 84.62% 2020: 82.5% 2019: 75.9% | Auckland: 2021/22 65% 2022/23 67% Wellington: 2021/22 70% 2022/23 70% | C |
| Building Inspections and Code Compliance Certificates | | | | | | | | | | | |
| Undertake inspections of building work to assess compliance with the consent, and process applications for code of compliance certification | 9.1.7 | Grant Code Compliance Certificates within 20 working days | Issue minimum 95% of Code Compliance Certificates within 19 working days from the date of acceptance | | | | Reporting: Legislative Requirement | A collaborative confident city A thriving prosperous city | 2023: 81% in 19 working days 2022: 95% in 19 working days 2021: 98.5% in 19 working days 2020: 98.4 in 20 working days 2019: 98.3% | Wellington 2017/2018 91% 2018/2019 88% in 20 working days | C |
| | 9.1.12 | Carry out building inspections | 98% | | | | Reporting: Quicker turn-around on inspections speeds the build process up | A collaborative confident city A thriving prosperous city | 2023: 94% in 3 working days 2022: 94.3% 2021: 100% 2020: 100% in 3 working days 2019: 100% | | M |
| Building Consenting public advice | | | | | | | | | | | |
| Provide a public advice service to support building consenting customers | 9.1.8 | Public advice is available, including building control phone and counter services to public, elected members and media, website and online services, printed publications, LGOIMA requests and input toward legislative review or interpretation | Between the hours of 8.00am – 5.00pm, Monday to Friday (excluding public holidays) | | | | Building Control Phone Services Civic walk-in services Pamphlets, booklets, newsletters, Web Site and Online Services maintenance | A collaborative confident city A thriving prosperous city | 2023: 100% 2022: 100% 2021: 100% 2020: 100% 2019: 100% | | M |

| Level of Service statement (What we will provide) | LOS | Measures of success (What our community can expect) | Performance Targets/Outputs | | | | Method of Measurement | Community Outcome | Historic Performance Trends | Benchmarks | C/M |
|--|---------|--|-----------------------------|---------|---------|--|---|--|---|---|-----|
| | | | 2024/25 | 2025/26 | 2026/27 | 2027 - 34 | | | | | |
| | | | | | | | Legislative Requirement – Building Act 2004 – Regulation 7(2)(a) | | | | |
| | 17.0.37 | Provide a quality eco design service | | | | Provide free eco design advice to the public | Provide free Eco Design advice services to the public Eco design service is available via appointment, phone, or walk-in. Attendance at Home shows, sustainability seminars etc | A collaborative confident city A green liveable city | 2023: 320 consultations 2022: 323 consultations 2021: 337 consultations 2020: 334 consultations 2019: 368 consultations | | C |
| Manage the consent preparation process meetings | | | | | | | | | | | |
| Promote early advice that leads to higher quality building and resource consent applications, that lead to faster processing times | 9.1.18 | Customer satisfaction with building consenting pre-application service | 90% | | | | Promote early advice that leads to higher quality building and resource consent applications that lead to faster processing time. Provide measure of customer satisfaction based on point of service survey Review quarterly survey results and feed common issues to issues register for resolution | A collaborative confident city A thriving prosperous city | 2023: Not achieved 2022: Not Achieved 2021:91.78% 2020: 83% 2019: 91.78% | | M |
| Annual Building Warrants of Fitness | | | | | | | | | | | |
| Undertake an audit regime of each building warrant of fitness, issue new and amend existing compliance schedules | 9.1.9 | Audit Building Warrant of Fitness to ensure public safety and confidence | | | | Audit 20% of building stock annually | The Building Stock covered by a BWOFF and compliance currently stands at 5,201 (December 2020) and has been increasing by 200 per annum. The Building Act 2004 Section 12 requires Territorial Authorities to administer and enforce the provisions relating to annual building warrants of fitness | A collaborative confident city | 2023: 198 audits 2022: 187 audits 2021: 199 audits 2020: 351 audits 2019: 456 audits | MBIE recommendation to audit 20 to 30% of building stock i.e., every building in a 3-to-5-year cycle | C |
| Building Accreditation Review | | | | | | | | | | | |
| Maintain and operate a quality assurance system to ensure continued accreditation as a building consent authority | 9.3.1 | Building Consent Authority status is maintained | | | | Building Consent Authority status is maintained | Statutory requirement to comply with Council BCA Accreditation Regulations 2007. | A collaborative confident city A thriving prosperous city | 2023: BCA status maintained 2022: BCA status maintained 2021: BCA status maintained 2020: BCA status maintained 2019: BCA status maintained | Ministry of Business, Innovation and Employment (MBIE)/IANZ approval. Building Consent Authority' status is the benchmark | C |
| Building policy | | | | | | | | | | | |
| Ensure public safety and confidence through requesting and | 9.3.5 | Maintain a public register of earthquake prone buildings in Christchurch | | | | Update the Earthquake Prone Building Register whenever the Council becomes aware of a change of a building's earthquake-prone status | Earthquake prone buildings will be appropriately identified and registered in accordance with MBIE legislation | A collaborative confident city | 2023: The earthquake prone building register has been | In accordance with legislation, identify and issue notices to non- | C |

| Level of Service statement (What we will provide) | LOS | Measures of success (What our community can expect) | Performance Targets/Outputs | | | | Method of Measurement | Community Outcome | Historic Performance Trends | Benchmarks | C/M |
|--|--------|--|--|---------|---------|-----------|--|---|---|---|-----|
| | | | 2024/25 | 2025/26 | 2026/27 | 2027 - 34 | | | | | |
| reviewing seismic assessments, issuing EPB notices and updating the national register | | | | | | | | A cultural powerhouse city A thriving prosperous city | regularly updated as required 2022: 614 2021: Updated Achieved 2020: Updated Achieved 2019: Updated Achieved | priority buildings by 1 July 2022 | |
| Claim Management – building-related | | | | | | | | | | | |
| Actively manage and respond to potential and actual negligence claims against the Council | 9.3.2 | Notify relevant building related claims to insurer | 100% of known relevant building related claims notified to insurer within relevant Financial Year | | | | Report Annually: Insurance covers claims (excluding excess) wherever possible | A collaborative confident city | 2023: 100% 2022: 100% 2021: 100% 2020: 100% 2019: 100% | Broker / insurer policy requirement: notification must be within financial year | M |
| | 9.3.7 | Respond to building related claims under the appropriate forum | Report Annually that Council complies with WHRS, WHT, District Court, High Court, and Dispute Tribunal rules, including meeting acceptable standards of evidence, timeframes, and representation | | | | Report Annually: Claimants are treated fairly and reasonably. Council reputation is maintained. Costs to Council are minimised | A collaborative confident city | 2023: 100% 2022: 100% 2021: 100% 2020: 100% 2019: 100% | | M |
| Building Regulation | | | | | | | | | | | |
| Prevent drowning of, and injury to, young children by restricting unsupervised access to residential pools | 9.0.7 | Pools are inspected in accordance with the legislative requirements in section 162D of the Building Act 2004 | All pools are inspected in accordance with legislative requirements | | | | Report Annually: Inspections are recorded throughout the year | A collaborative confident city A thriving prosperous city | 2023: 2070 Pool Inspections 2022: 2569 Pool Inspections 2021: 1597 Pool Inspections 2020: 1097 Pool Inspections 2019: 1150 Pool Inspections | | C |
| Project Information Memoranda | | | | | | | | | | | |
| Receive and process project information memoranda applications in a timely manner | 9.4.10 | Process project information memoranda applications within statutory timeframes | Process 99% of project information memorandum applications within 20 working days | | | | Timeframes are monitored and measured using computerised reports. Section 34 of the Building Act 2004 all PIMs issued within 20 working days | A collaborative confident city A green liveable city A cultural powerhouse city A thriving prosperous city | 2022/23: 99% 2021/22: 95.8% 2020/21: 100% 2019/20: 99% 2018/19: 99% | Waimakariri District Council LTP measure 100% within 20 working days | C |

A.3. Levels of Service changes from Long-term Plan 2021-31, and why

Related Levels of Service (now known as Measures of Success and Targets) have been grouped together under Level of Service Statements. This provides a reduced suite of levels of service that are most critical and meaningful, rationalising the overall number to be presented in the LTP and included in future reporting to ELT, Council, and the community, while ensuring continued transparency of non-financial performance across services. Applying this process has resulted in no material changes to Measures of Success or Targets beyond those specifically set out below.

Deletions

| Activity / Level of Service | Change from 2021-31 LTP | Reason/Rationale | Options for Consultation |
|---|--|---|---|
| 9.1.15.2 (M) Provide Case Management Services Target: 80% of customers | Deleted Level of Service for this Activity | Level of Service moved to City Growth & Property Activity | Consultation not required: LOS retained in the LTP. |

New

| Activity / Level of Service | Change from 2021-31 LTP | Reason/Rationale | Options for Consultation |
|--|--|---|---|
| 9.4.10 (C) Process project information memoranda applications within statutory timeframes Target: Process 99% of project information memorandum applications within 20 working days | New Level of Service for this Activity | Level of Service moved from Land & Property Information Services Activity | Consultation not required: LOS retained in the LTP. |
| 9.0.7 (C) Prevent drowning of, and injury to, young children by restricting unsupervised access to residential pools - Pools are inspected in accordance with the legislative requirements in section 162D of the Building Act 2004 Target: All pools are inspected in accordance with legislative requirements | New Level of Service for this Activity | Level of Service reinstated from LTP2018-28, from the Regulatory Compliance and Licensing Activity. | Consultation not required: LOS retained in the LTP. |

Amendments

| Activity / Level of Service | Change from 2021-31 LTP | Reason/Rationale | Options for Consultation |
|--|--|---|---------------------------|
| 17.0.37 (C) Provide a quality eco design service | Target changed from Provide a quality eco design service to Provide free eco design advice to the public | Target amended to clarify the eco design advice is free to the public | Consultation not required |

Appendix B: Possible issues impacting the Activity & the mitigations planned

B.1. Changing customer needs

Population / demographic changes (Medium impact)

| Issue/driver | Present Position | → Projection | Impact on services | Mitigating plans/actions |
|---|---|--|---|---|
| Population growth | 392,100 in 2022 | <ul style="list-style-type: none"> 473,140 medium projections in 2054 | <ul style="list-style-type: none"> Increase of 81,040 over 32 years | <ul style="list-style-type: none"> |
| Population growth (general and in specific areas) | Average additional 2,532 residents per year | <ul style="list-style-type: none"> Average additional 1,000 homes required per year Plus, commercial development and other services | <ul style="list-style-type: none"> Need to be resourced to meet demand | <ul style="list-style-type: none"> Plan to have sufficient resources to meet demand |
| Ageing population | Median age 37.3 | | <ul style="list-style-type: none"> Likely increase in demand for smaller houses and retirement village type accommodation | <ul style="list-style-type: none"> Plan to have sufficient resources to meet demand |
| Diversity | 78% European | <ul style="list-style-type: none"> Increased diversity – Māori, Asian Pasifika | <ul style="list-style-type: none"> Increasing customers with English as second language | <ul style="list-style-type: none"> Plan to have staff who can do business in other languages |
| Shifts within city (e.g., growing communities, possible future managed retreat) | | <ul style="list-style-type: none"> Likely movement of population away from locations at risk from effects of sea level rise – coastal and estuarine | <ul style="list-style-type: none"> Similar to EQs but over a long period as people move from at risk areas – results in similar demand to growth – new additional housing required | <ul style="list-style-type: none"> Plan to have sufficient resources to meet demand |

Equity and access (No impacts)

This Activity has identified no possible equity and access issues impacting the Activity.

Identity and social cohesion (No impacts)

This Activity has identified no possible identify and social cohesion issues impacting the Activity.

B.2. Tiriti Partnerships (No impacts)

This Activity has identified no possible Tiriti Partnerships issues impacting the Activity.

B.3. Technological growth (Medium impact)

| Issue/driver | Present Position | → Projection | Impact on services | Mitigating plans |
|---------------------|------------------|---|--|--|
| Changing technology | | <ul style="list-style-type: none"> Technology will continue to evolve and there will be ongoing opportunities to embrace the latest developments | <ul style="list-style-type: none"> Medium | <ul style="list-style-type: none"> Continue to review progress in advancements of technology including understanding how BIM and Digital Twins can be incorporated into operating procedures. |
| Digital divide | | <ul style="list-style-type: none"> Expected to increase as technology advances | <ul style="list-style-type: none"> Low | <ul style="list-style-type: none"> Ensure that all customers have a means to access Building regulation services. |
| Digital security | | <ul style="list-style-type: none"> The need for digital security will continue to grow | <ul style="list-style-type: none"> Medium | <ul style="list-style-type: none"> Work with IT and follow their protocols to ensure that building regulations systems and processes are protected. |

B.4. Resilience and environmental considerations

Climate change & adaptation (High impact)

| Issue/driver | Present Position | → Projection | Impact on services | Mitigating plans |
|---|------------------|--|---|---|
| Population movement due to managed retreat and adaptation | | | <ul style="list-style-type: none"> Workload peaks Changing standards Changing to finished floor levels | <ul style="list-style-type: none"> Managing resources Awareness of legislative and regulatory changes Ongoing training |
| Increasing numbers of extreme weather | | <ul style="list-style-type: none"> Number of incidents expected to increase | <ul style="list-style-type: none"> Workload peaks | <ul style="list-style-type: none"> Managing resources |

| | | | | |
|--|--|--|---|---|
| events change utilisation of physical and digital assets | | | <ul style="list-style-type: none"> • Disruption to internal technical service due to redeployment to event management • Changing standards • Increase requirement for rapid responders | <ul style="list-style-type: none"> • Awareness of legislative and regulatory changes • Ongoing training |
|--|--|--|---|---|

Sustainable development (Medium impact)

| Issue/driver | Present Position | → Projection | Impact on services | Mitigating plans |
|--|---|---|--|---|
| Managing GHG emissions (per table above) | | <ul style="list-style-type: none"> • Council set the target of achieving net zero greenhouse emissions by 2045 (with separate targets for methane), and to halve our emissions by 2030, from 2016-17 levels. | <ul style="list-style-type: none"> • Measures put in place to reduce the Unit's impact on climate change • | <ul style="list-style-type: none"> • Increase in the number of remote inspections. • Move towards greater number of self-certification. |
| Natural hazards | Natural hazards that may affect Christchurch and Banks Peninsula includes floods, effects from climate change, earthquakes and tsunami risks. | <ul style="list-style-type: none"> • The effects of climate change will have a range of implications including more extreme weather events, sea level rise, fires and flooding in the future. | <ul style="list-style-type: none"> • More extreme natural hazard events as a result of climate change will impact on how we will need to prioritise our work programme to ensure that Council Building Consenting remains fit-for-purpose to respond to the changing natural environment. | <ul style="list-style-type: none"> • Ongoing training to ensure staff are aware and understand changes to standards. |

B.5. Infrastructure (Low impact)

This Activity has identified no possible infrastructure issues impacting the Activity.

B.6. Regulations & reform (High impact)

| Issue/driver | Present Position | → Projection | Impact on services | Mitigating plans |
|--------------|------------------|--------------|--------------------|------------------|
|--------------|------------------|--------------|--------------------|------------------|

| | | | | |
|-----------------------------|--|---|--|--|
| Three Waters reform | Three Waters functions undertaken by local government | <ul style="list-style-type: none"> • Three waters services functions undertaken at regional or pan-regional level | <ul style="list-style-type: none"> • Need to incorporate three waters entity into building regulation processes | <ul style="list-style-type: none"> • Keeping up to date with latest proposals • Work closely with Water Reform Team, NTU to understand latest proposals. |
| Resource Management reforms | Resource Management functions undertaken by local government | <ul style="list-style-type: none"> • Resource management planning functions undertaken at regional level | <ul style="list-style-type: none"> • Probably none | <ul style="list-style-type: none"> • Keeping up to date with latest proposals |
| Future for Local Government | Building Regulation functions undertaken by local government | <ul style="list-style-type: none"> • Building Regulation functions undertaken by regional, pan-regional or national entity | <ul style="list-style-type: none"> • May change the way we deliver our services to the organisation | <ul style="list-style-type: none"> • Keeping up to date with latest proposals |

DRAFT

B.7. Identified Business Unit Risks

Business risks that could impact this activity have been considered. A summary of risks currently assessed as most relevant to the activity are listed below. Risks are recorded and periodically reported to the Executive Leadership Team and the Audit and Risk Management Committee.

| Strategic priorities risk is associated with | Risk Description | Impact | Likelihood | Inherent Risk Rating | Controls / Mitigations Inherent | Residual Risk Rating |
|---|---|----------|-----------------|----------------------|--|----------------------|
| <ul style="list-style-type: none"> Champion Christchurch and collaborate to build our role as a leading New Zealand city | <p>Loss of Building Consent Authority Accreditation Status:</p> <p>There is a risk of: If we fail to comply with the Building Act 2004, then regulatory action could be taken against the Council, resulting in loss of accreditation and economic impact for the community.</p> | Extreme | Highly Unlikely | Low | <ul style="list-style-type: none"> Undertake monthly quality assurance reporting. Internal auditing by external contractor. Accreditation audit undertaken by IANZ March 2023 resulted in continued accreditation with risk score of Low. | Low |
| <ul style="list-style-type: none"> Champion Christchurch and collaborate to build our role as a leading New Zealand city | <p>Litigation & Reputation</p> <p>There is a risk of: If we don't establish, maintain, and follow proper processes for issuing building consents, then we could issue inconsistent building consents, resulting in potential for legal and reputational damage</p> | Moderate | Likely | Medium | <ul style="list-style-type: none"> Operation manual (The Vault) with associated related documents to ensure processing & inspection consistency. Use National Competency Assessment System to establish & maintain annual competency assessments of technical staff. Technical leadership matrix to support staff Audits undertaken of technical decisions on regular basis. | Low |
| <ul style="list-style-type: none"> Champion Christchurch and collaborate | <p>Poor Technical Decisions:</p> <p>There is a risk of:</p> | Moderate | Unlikely | Medium | <ul style="list-style-type: none"> The Vault (Accredited Operations Manual) has associated related | Low |

| Strategic priorities risk is associated with | Risk Description | Impact | Likelihood | Inherent Risk Rating | Controls / Mitigations Inherent | Residual Risk Rating |
|---|--|----------|------------|----------------------|--|----------------------|
| to build our role as a leading New Zealand city | If technical decision making is not compliant with the Building Act, then we could be issuing consents that are not compliant with building codes, resulting in financial and legal damage to the Council. | | | | <p>documents to ensure processing & inspection consistency.</p> <ul style="list-style-type: none"> • Use National Competency Assessment System to establish & maintain annual competency assessments of technical staff. • Technical leadership matrix to support staff. • Audits undertaken of technical decisions on regular basis. | |
| Champion Christchurch and collaborate to build our role as a leading New Zealand city | <p>Recording of Technical Decisions:</p> <p>There is a risk of: If we fail to document technical decision-making, then we will be unable to provide audit evidence.</p> | Minor | Unlikely | Low | <ul style="list-style-type: none"> • Technical staff who have not fully established their competency work under supervision and have all decisions reviewed. • Technical staff who are changing competency levels have technical decisions reviewed relevant to new competency level. • Technical staff who operate fully with their competency area have three technical peer reviews per annum. | Low |
| <ul style="list-style-type: none"> • Build trust and confidence in the Council through meaningful partnerships and communication, listening to and | <p>Poor Communications:</p> <p>There is a risk of: If we fail to effectively communicate with stakeholders, then stakeholders might misinterpret or misunderstand our communication. This could result in processing delays and frustrations.</p> | Moderate | Unlikely | Medium | <ul style="list-style-type: none"> • The Vault (Accredited Operations Manual) places an obligation of all staff to utilise the “Phone 1st” principals. • The Vault (Accredited Operations Manual) is provided with Strategic Stake holder policy. | Low |

| Strategic priorities risk is associated with | Risk Description | Impact | Likelihood | Inherent Risk Rating | Controls / Mitigations Inherent | Residual Risk Rating |
|---|---|----------|---------------|----------------------|--|----------------------|
| working with residents | | | | | | |
| Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents | <p>Lack of Technical Staff Resources:</p> <p>There is a risk of: If we fail to attract and retain skilled and experienced staff members to process consents, then consenting will be delayed and not meet statutory time frames. This could result in reputational, economic & compliance impacts</p> | Moderate | Highly Likely | High | <ul style="list-style-type: none"> Ensure measures to retain staff are consistently utilised, including servant leadership model, effective training (drawn from annual training needs assessment and competency assessments), relevant/competitive remuneration levels. | Medium |
| <ul style="list-style-type: none"> Champion Christchurch and collaborate to build our role as a leading New Zealand city | <p>Lack of Technical IT Resources:</p> <p>There is a risk of: If we fail to procure, implement, and maintain up to date technology to undertake essential building consent and territorial authority functions then our process will become outdated, not customer friendly, inefficient, incompatible with other Council systems and no longer being supported or maintained.</p> | Moderate | Likely | Medium | <ul style="list-style-type: none"> Continue to review progress in advancements of technology including understanding how these can be incorporated into operating procedures. Work closely with IT department to ensure that necessary upgrades are on the implementation programme. | Medium |
| <ul style="list-style-type: none"> Champion Christchurch and collaborate | <p>Change of Government:</p> <p>There is a risk of:</p> | Moderate | Likely | Medium | <ul style="list-style-type: none"> Keeping up to date with latest proposals | Low |

| Strategic priorities risk is associated with | Risk Description | Impact | Likelihood | Inherent Risk Rating | Controls / Mitigations Inherent | Residual Risk Rating |
|---|---|--------|------------|----------------------|---|----------------------|
| to build our role as a leading New Zealand city | Changing government bringing in substantial changes to the building industry and how building consents are assessed and approved. | | | | <ul style="list-style-type: none"> When given the opportunity, work closely with central government to understand and input into the latest proposals. | |

DRAFT