



Purpose

Where a territorial authority or building consent authority does not have the expertise in-house to consider specialist technical sections of the Building Code or Building Act, they may contract in the specialist expertise through external consultants. The consultants must have the appropriate technical competence for the work being reviewed and that there are satisfactory measures in place identifying that the consultant has the necessary expertise to undertake this work.

Specialist technical sections could include C1-C4 Fire Safety, D2 Mechanical Installations for Access, G4 Ventilation, G12 Water Supplies, G13 Foul Water, F3 Hazardous Substances and Processes and B1 Structure to name a few.

A BCA officer with the appropriate technical ability will assess the building consent application documents and identify from the technical skills and competency matrix whether the organisation has the technical expertise in house to assess the specialist technical section for compliance with the Building code (refer to BLD-17.0-POL).

A specific brief outlining the nature of assessment required should be provided to the consultant. A service level agreement should be entered into that includes time-frames and an agreed process and procedure complete with the level of reporting required.

Scope

This document covers the policy and related documents for assessing and auditing external consultants and that all process requirements included are in accordance with policy and procedures.

Reference

ACE Building Consultancy Agreement

ACE City Consultancy Agreement

Compliance documents for New Zealand Building Code

BLD-7.2-PROC, Consultants assessment and auditing processes

BLD-17.0-POL, Consent assessment and task allocation

BLD-18.0-POL, Consent processing

BLD-24.2-PROC, Building consent administration

BLD-32.0-POL, Alternative solutions

New Zealand Building Act 2004 (the current Act)

New Zealand Building Code

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