

TS-35 Matters of Urgent Compliance

ROLES AND RESPONSIBILITIES

- **Building Manager**
Responsible for ensuring building officers have the technical competence to assess work carried out under urgency.
- **Building Officer**
Responsible for determining whether work can be carried out without a building consent, and for clarifying the scope and extent of the proposed work and inspections to be undertaken, if required.

BACKGROUND

- Sections 41 and 42.
- In certain circumstances where building work must be undertaken urgently for reason of life safety, protection of health or prevention of serious damage to property, a building consent is not required.
- In such cases, the applicant is required to apply to the territorial authority for a certificate of acceptance as soon as practicable after the work is completed.

PROCEDURE

1 EXPLAIN PROCESS TO CUSTOMER

- 1.1 In the event that a building owner seeks permission from a territorial authority to undertake urgent work before obtaining a building consent, the request should be referred to a Building Officer. This person will clarify the scope and extent of the proposed work before giving permission.

2 URGENT WORK WITH TERRITORIAL AUTHORITY APPROVAL


- 2.1 If permission is granted, the territorial authority will formalise this and record the extent and scope of the proposed work. They will instruct the building owner to notify them when the work is complete, and to apply for a certificate of acceptance as soon as practicable following completion.
- 2.2 The territorial authority will undertake an inspection when work is complete to ensure the work complies with the Building Code.

3 URGENT WORK WITHOUT TERRITORIAL AUTHORITY APPROVAL

- 3.1 In the event the building work is undertaken under urgency without permission being sought or granted by the territorial authority, the territorial authority should undertake a site inspection to ensure the work complies with the Building Code.

4 AMEND/UPDATE COMPLIANCE SCHEDULE

- 4.1 If the building work has resulted in a specified system being upgraded, and the upgrade affects the performance standards of the specified system, the compliance schedule may require altering.

	<p>Clutha District Council</p> <p>Building Consent Authority Manual</p>	Doc Ref	TS-35 Matters of urgent compliance
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5 CONSIDER OTHER ACTIONS

- 5.1 If the work does not comply with the Building Code, the territorial authority may issue a notice to fix (refer to TS-31).
- 5.2 The building owner may be required to apply for a certificate of acceptance (refer to TS-36).

NOTES