

Compliance Schedules and Building Warrants of Fitness

The Building Act recognises that there are many safety features in buildings (such as fire alarms, emergency lighting, automatic doors etc) that need to operate effectively to ensure a building is safe and healthy for members of the public to enter, occupy or work in. The compliance schedule for a building contains detailed specified system description including performance standards, as well as inspection, maintenance and reporting procedures to ensure they will continue to function.

This requirement of the Act applies to all buildings except single residential dwellings (and accessory buildings) unless they have a cable car attached. Single residential dwellings do not include hostels, boarding houses, and other accommodation.

Some inspections can be carried out by the owner or a staff member, but there will be other inspections which must be carried out by an Independent Qualified Person (IQP). An IQP is a person who is listed on the South Island IQP register as being qualified to inspect and report on specified systems.

The owner of a building issued with a compliance schedule must ensure continuing effective operation of the designated features and systems and provide an annual building warrant of fitness to Council. This is a statutory declaration by the owner that inspection, maintenance and reporting procedures contained in the compliance schedule have been fully carried out. A Form 12A must also be provided with the warrant of fitness which is a document signed by the IQP confirming they have carried out the required inspections.

Types of Specified Systems

SS1	Automatic systems for fire suppression (for example, sprinkler systems)
SS2	Automatic/manual emergency warning system for fire/other dangers (other than warning system for fire entirely within a household unit & serves only that unit).
SS3	Electromagnetic or automatic doors or windows (for example, ones that close on fire alarm activation)

SS4	Emergency lighting systems
SS5	Escape route pressurisation systems
SS6	Riser mains for fire service use
SS7	Automatic back-flow preventers connected to a potable water supply
SS8	Lifts/escalators/travelators/other systems for moving people or goods within buildings
SS9	Mechanical ventilation or air conditioning systems/cooling towers
SS9a	Cooling tower as a part of an air conditioning system
SS9b	Cooling tower as part of a processing plant
SS10	Building maintenance units for providing access to exterior & interior walls of buildings
SS11	Laboratory fume cupboards
SS12	Audio loops or other assistive listening systems
SS13	Smoke control systems
SS14	Emergency power systems for, or signs relating to, a system/feature specified in any of the clauses 1-13
SS15	Means of Escape from Fire
SS15/1	Systems for communicating spoken information intended to facilitate evacuation
SS15/2	Final exit (as defined by A2 of the Building Code)
SS15/3	Fire separations
SS15/4	Signs for communicating information intended to facilitate evacuation
SS15/5	Smoke separations

Further information

Additional information on compliance schedules and regulations is included on the **Department of Building and Housing website** at www.dbh.govt.nz.

You may also contact Building Services staff at the Council.

Appointments Only by Arrangement
Westport office: 788-9111
Reefton office: 732-8821