

Regional Forum

Auckland

Lindsey Matthias and Gale Ward



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The S-RaD and B-RaD

ABC Workshop

22 August 2023



Why we chose to use the S-RaD

- Structure and consistency = one form, on the same template, from all BWoF agents and owners.
- Alignment with other Councils (we are the only Council using the RIL).
- Onus on the IQP to provide information relating to the specified system (SS) the S-RaD is being submitted for (the IQP is the SS expert and it makes sense they take accountability for completing and submitting the S-RaD to the BWoF Agent/building owner).



Auckland Council Requirements

- S-RaDs are to be submitted in the MBIE format and template. IQPs are welcome to add their logo to the MBIE template but otherwise, must not alter the S-RaD template (this advice also applies to the B-RaD template).
- S-RaDs must be completed in full by the IQP responsible for inspecting the specified system and must be signed by the same IQP:
 - Detailed information will help us make an informed decision.
 - Lack of information will lead to requests for information and may result in a notice to fix.
- If an IQP submits an S-RaD and deems the system is not performing, this will most likely result in a Notice to Fix.
- Side note; the S-RaD was specifically created for missed inspections but could also be utilised by IQPs for advising of defects that affect a systems performance.



An example of a completed S-RaD...



Specified System Report and Declaration (S-RaD) Compliance schedule: WOF21365098

This report has been issued in lieu of a Form 12A. Its purpose is to:

1. enable a BWoF Report and Declaration (B-RaD) to be supplied and displayed in the building
2. inform the building owner and the territorial authority about the reasons procedures were missed and advise the current performance status of the specified systems.

This report does not enable a building warrant of fitness to be supplied and displayed.

BUILDING	
Building name: Kid Country & EduExperts	Level/unit number: 1 Levels / Unit A and Unit C
Street address of building: 40 Morrin Road, Mount Wellington, Auckland 1072	Compliance schedule anniversary: 20/09/2023
OWNER	
Name: Paul Michael Ransley & Andrea Joy Ransley	Mailing address: 1301/5 Hohipere Street, Eden Terrace, Auckland 1010
Contact number: 021995533	

SPECIFIED SYSTEM
SS15(b) Final Exits

IQP DECLARATION					
Missed procedures					
A Form 12A for the above specified system was unable to be issued due to one or more of the following scheduled inspection, maintenance, and reporting (IMR) procedures of the compliance schedule not being carried out:					
<table border="1"><thead><tr><th>Procedure</th><th>Reason</th></tr></thead><tbody><tr><td>December 2022 – January 2023 monthly owner's check not recorded in logbook ensuring all final exits are free from obstructions both sides of the door and not to be locked, barred, or blocked. Any panic furniture or simple fastenings should operate freely to release door. Full opening of door width is required.</td><td>Personnel who normally undertakes monthly inspections was not on site due to holidays over the period.</td></tr></tbody></table>	Procedure	Reason	December 2022 – January 2023 monthly owner's check not recorded in logbook ensuring all final exits are free from obstructions both sides of the door and not to be locked, barred, or blocked. Any panic furniture or simple fastenings should operate freely to release door. Full opening of door width is required.	Personnel who normally undertakes monthly inspections was not on site due to holidays over the period.	
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Measures put in place (or will be) to ensure the procedures are not missed in the future:					
Owner has arranged for nominated staff member to undertake monthly inspections during these months.					
Performance of the system					
The above specified system is currently performing to the performance standard stated in the compliance schedule as at the date stated below.					
The missed IMR procedures have materially affected the ability of the specified system to perform to the performance standard for that system: N					

Signature of Independent Qualified Person: <i>nfrancis</i>	Date: 20/09/2023	
IQP name: Navin Francis	IQP Company: BWOF Council Limited	IQP number: 123456

+ Delete if system is currently performing.



SPECIFIED SYSTEM

SS15(b) Final Exits

IQP DECLARATION

Missed procedures

A Form 12A for the above specified system was unable to be issued due to one or more of the following scheduled inspection, maintenance, and reporting (IMR) procedures of the compliance schedule not being carried out:

Procedure	Reason
December 2022 – January 2023 monthly owner's check not recorded in logbook ensuring all final exits are free from obstructions both sides of the door and not to be locked, barred, or blocked. Any panic furniture or simple fastenings should operate freely to release door. Full opening of door width is required.	Personnel who normally undertakes monthly inspections was not on site due to holidays over the period.

Measures put in place (or will be) to ensure the procedures are not missed in the future:

Owner has arranged for nominated staff member to undertake monthly inspections during these months.

Performance of the system

The above specified system **is** currently performing to the performance standard stated in the compliance schedule as at the date stated below.

The missed IMR procedures have materially affected the ability of the specified system to perform to the performance standard for that system: **N**



The benefits of a well completed S-RaD

- Informs the building owner and the territorial authority about the reasons procedures were missed and advises the current performance status of the specified systems.
- Enables BWoF agent/owner to easily fill and submit a B-RaD
- Enables Auckland Council to easily assess and make a decision (detailed, clear information is key).



Additional information

- It's important to understand submitting an S-RaD and a B-RaD does not mean compliance with Section 108 of the Building Act 2004.
- These documents are simply to:
 - inform the building owner and the territorial authority about the reasons procedures were missed and advise the current performance status of the specified systems.
 - Notify building occupants that one or more procedures required for a BWoF to be supplied and displayed were not carried out.
- BWoF agents seem to have a good grasp of the B-RaD document, therefore, I haven't touched on this much. If you require guidance, please contact me.

