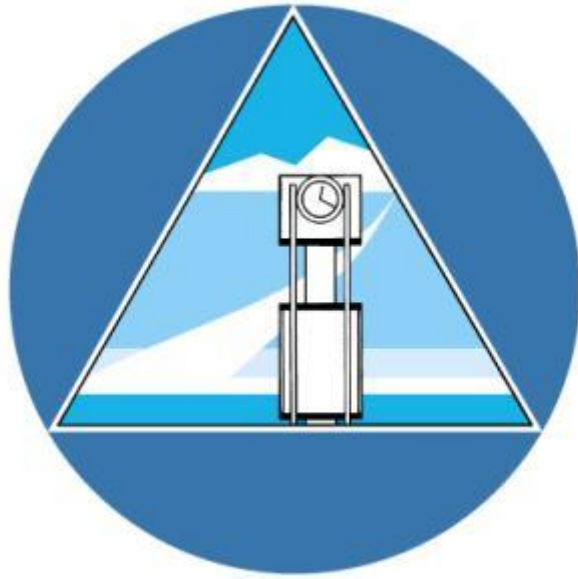


Building Regulation Activity Management Plan



Ashburton District Council

June 2012

Quality Information

Document Building Regulation Activity Management Plan

Ref

Date June 2009

Prepared by Mark Fields

Reviewed by John McKenzie

Draft

Revision History

Revision	Revision Date	Details	Authorised	
			Name/Position	Signature
1	Dec 2009	Review & update	Mark Fields	
2	Jan 2011	Update work programme	Mark Fields	
3	Nov 2011	Review for LTP		
4	June 2012	Update budget etc. to align with final LTP	Policy Advisor	<i>JM Scott</i>

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Executive Summary

What We Do

The Building Services Department provides the community with services required by the Building Act 2004 and all other associated legislation. The Department also provides information to the community about our functions and where to find other information that they may require.

The Building Act 2004 clearly established two operational roles for the department. These roles are managed as one unit but have distinct functions to be performed. The roles are as the Territorial Authority and as the Registered Building Consent Authority (BCA) for the District.

The key duties of the BCA are:

- Processing building consents
- Inspection and certification of building construction
- Issuing consents and code compliance certificates
- Issuing compliance schedules for specified systems in commercial buildings
- Addressing Complaints made by the public
- Maintaining Building Consent Authority Accreditation
- Provide guidance to the public in the form of guides and information sheets

The key duties of the Territorial Authority are:

- Issuing of Project Information Memoranda (PIMs)
- Issuing certificates of acceptance
- Enforcement of the Building Code and associated legislation
- Provision to address customer enquiries whether or not an application is involved
- Any other function as required by the Act

Other functions undertaken as part of this activity are:

- Auditing of building warrant of fitness
- Monitoring of swimming pool fences

These are the key functions and not a complete and exhaustive list of required functions of the Department.

Why We Do It

Council is responsible for administering the Building Act 2004, the NZ Building Code, and associated legislation to regulate all building work in the District. The Building Regulation activity aims to ensure that buildings are constructed to be durable and in a manner that ensures the safety and well being of users and that certain buildings are accessible for use by people with disabilities.

Contribution to Community Outcomes

Ensuring that buildings are constructed to be durable, safe and healthy contributes to achieving the following community outcomes:

A thriving and diverse local economy

- a. Our district's infrastructure and services meet our current and foreseeable future needs.
- b. Our district is a desirable place to live, visit and do business.

Sustainable natural and built environments

- c. We have safe and attractive built environments that meet our community's needs
- d. Our community has access to information and services that promote environmental responsibility and sustainability.

A safe and healthy community

- b. Environmental threats to our community's health are minimised

Rationale and Levels of Service

Rationale

To promote the safety of the community by ensuring all buildings are constructed and maintained to appropriate standards and specifications.

Levels of Service

- a) We provide quality building regulation services
- b) We provide accurate information and advice to the community
- c) We provide an efficient and responsive building service

Current and Future Issues

Building Consent and Inspection Activity

During recent years building activity in the district has fluctuated with 2008 being the year having the greatest amount of consent activity. Due to changes in building legislation and regulations the number of inspections carried out per building consent has increased. The number of inspections carried out for the year 2012/13 is expected to be greater than previous years again.

Year	2008/09	2009/10	2010/11	2011/12
Building Consents Issued	1069	1087	1045	1165
Building Inspections Carried Out	4483	4464	4818*	4970

***this number does not include approximately 350 inspections relating to earthquakes in Sept, Feb and June.**

The increase in inspection activity reflects Council's commitment to ensuring that buildings meet the Building code and legislative requirements providing safe building that are fit for purpose.

The 2012/13 year saw an increase in building consent activity in the District. This reflects the growth of the District and some movement of people out of the Christchurch area. If building consent activity for 2012/13 continues at the current pace it is expected that the number of building consents issued will exceed the numbers of recent years. Reports are already showing a significant rise in building consents for dwellings and this is expected to continue throughout the year.

Building Regulation Inspection Fees: The economic climate over the past few years has made predicting future building activity difficult. Current trends indicate that activity should be at or above the same levels as the past year. Currently the department is recovering costs to appropriately cover operating expenses. There are no significant changes proposed to the fees related to Building Regulation.

Meeting Legislative Requirements: Changes introduced through the Building Act 2004 and the revised Building Regulations have increased the scope of Council's functions in this activity and the complexity of the work done. Further changes to legislation being proposed by additional amendments to the Building Act 2004 have been presented to Cabinet and are in varying stages of the parliamentary process. It is unclear at this time what impact all of these changes will have on the activity.

Any changes could have resource implications for Council in the future, as staff training and processes for building regulation are developed in response to the new legislation. Fees and charges

associated with building activities may need to be adjusted in the future to address the costs associated with meeting the new requirements.

Earthquake-prone and Insanitary Building Policy

Council has reviewed its Dangerous Earthquake-prone and Insanitary Building Policy. The draft policy was put out for a technical review by a Chartered Professional Engineer and was amended in line with his recommendations prior to being offered for public submissions. The new policy adopted by Council takes a more proactive approach to identifying buildings in the District that might be at risk. Along with the triggers already in place (building consent application, change of use or complaints) a desktop study was implemented and owners of possible at risk buildings were notified to provide Council with an assessment of their building following the guidelines set out by the New Zealand Society of Earthquake Engineers. A register of earthquake prone buildings has been compiled and is being updated as information is received. Replies have been slow in coming, but this has been a good opportunity to update Council records.

Demand for Service: There has been an increased demand for services provided by the department during the last calendar year. This is evidenced by the increase in building consent applications and the corresponding number of inspections carried out.

Recruitment: The Building Services Department is not currently recruiting for additional staff.

Economic Outlook: The global financial situation and its effect on the national economic state has made predicting building activity difficult and uncertain. Current activity in the sector in Ashburton District has remained steady and shows signs of increasing compared to many parts of the country; however, volatility of the economy could make for a quickly changing market. It is not clear at this time what continued flow-on can be expected from the Canterbury Earthquake Region, but it is assumed that there could be some increases to activity as payouts in the region commence.

For the purposes of preparing Council's Long Term Plan 2012-22 it was assumed there will be a 10% reduction per year in the number of new building consents for the year. This will need to be reviewed in the coming years.

The above matters have been considered and provided for in the future planning for provision of this service.

Capital Expenditure – 2012 – 2022

There is no capital expenditure planned for this activity in the 2009-19 period.

Operational Expenditure – 2012 – 2022

Operational expenditure for this activity is included in the group of activities budget for Environmental Services.

1.0 Introduction

Purpose

The purpose of this activity management plan is to outline and to summarise in one place, the Councils' strategic and management long-term approach for the provision, administration and maintenance of Council provided Building Regulation services and facilities in Ashburton District.

Background

Why the Council carries out this activity

The Building Services Department provides the community with services required by the Building Act 2004 and all other associated legislation. The Department also provides information to the community about our functions and where to find other information that they may require. These services help ensure that buildings are safe, durable and that certain buildings are accessible for people with disabilities.

How this Activity is carried out

The Building Act 2004 clearly established two operational roles for the department. These roles are managed as one unit but have distinct functions to be performed. The roles are as the Territorial Authority and as the Registered Building Consent Authority (BCA) for the District.

The key duties of the BCA are:

- Processing building consents
- Inspection and certification of building construction
- Issuing consents and code compliance certificates
- Issuing compliance schedules for specified systems in commercial buildings
- Addressing Complaints made by the public
- Maintaining Building Consent Authority Accreditation
- Provide guidance to the public in the form of guides and information sheets

The key Duties of the Territorial Authority are:

- Issuing of Project Information Memoranda (PIMs)
- Issuing certificates of acceptance
- Enforcement of the Building Code and associated legislation
- Provision to address customer enquiries whether or not an application is involved
- Any other function as required by the Act

Other functions undertaken as part of this activity are:

- Auditing of building warrant of fitness
- Monitoring of swimming pool fences
- Maintaining policies and registers of earthquake prone, insanitary buildings and swimming pools

These are the key functions and not a complete and exhaustive list of required functions of the Department.

Council is registered as a Building Consent Authority (BCA) in order to perform building control functions for the district. The BCA is required by regulation to be reassessed every two years as part of the accreditation process. Reassessment is to be carried out during 2012.

Refer to Appendix I for relevant legislation/strategic linkages/bylaws

Community Outcomes

Ashburton District Council's community outcomes were developed in 2011/12 and provide high level district goals for Council to work towards achieving. All Council activities contribute to achieving one or more outcomes for the community. Supporting the community outcomes are more detailed strategic objectives.

The Building Control activity primarily contributes to the following outcomes.

Community Outcomes	Contribution
<p>A thriving and diverse local economy</p> <ul style="list-style-type: none"> • Our district's infrastructure and services meet our current and foreseeable future needs. • Our district is a desirable place to live, visit and do business. 	<p>Building regulation provides regulations services for the long term economic growth of the district, and creates a safe environment for the district.</p>
<p>Sustainable natural and built environments</p> <ul style="list-style-type: none"> • We have a safe and attractive built environments that meet our community's needs • Our community has access to information and services that promote environmental responsibility and sustainability. 	
<p>A safe and healthy community</p> <ul style="list-style-type: none"> • Environmental threats to our community's health are minimised 	

Rationale and Levels of Service

The section outlines why Council engages in a particular activity and what Council aims to achieve or deliver in relation to that activity, Performance measures and targets (see over) provide a mechanism to monitor how well this is achieved.

Rationale

To promote the safety of the community by ensuring all buildings are constructed and maintained to appropriate standards and specifications.

Levels of Service

- a) We provide quality building regulation services
- b) We provide accurate information and advice to the community
- c) We provide an efficient and responsive building service

2.0 Service and Performance

Performance Reporting

Reporting enables the performance of an activity to be considered through performance measures. These measures can detail level of service and ongoing operational information, and the activity's impact on community outcomes. The following performance measures have been defined to provide performance information at three levels:

1. Levels of Service performance measures identified in the Community Plan and Annual Plan are shown in the first table below – 'Performance Measures from Community Plan 2009-19'
 1. These measures will be reported in Council's Annual Report
2. Operational Performance measures relating to service delivery are shown in the second table below – 'Operational Performance Measures'
 1. These measures will be reported to Council through the standing committee to which this activity reports
3. Performance measures for monitoring progress to achieving community outcomes
 1. These measures will be reported in Council's State of the Community Report and have been shown with a # in the tables below

Note: Some measures may be used for more than one of the above reporting processes.

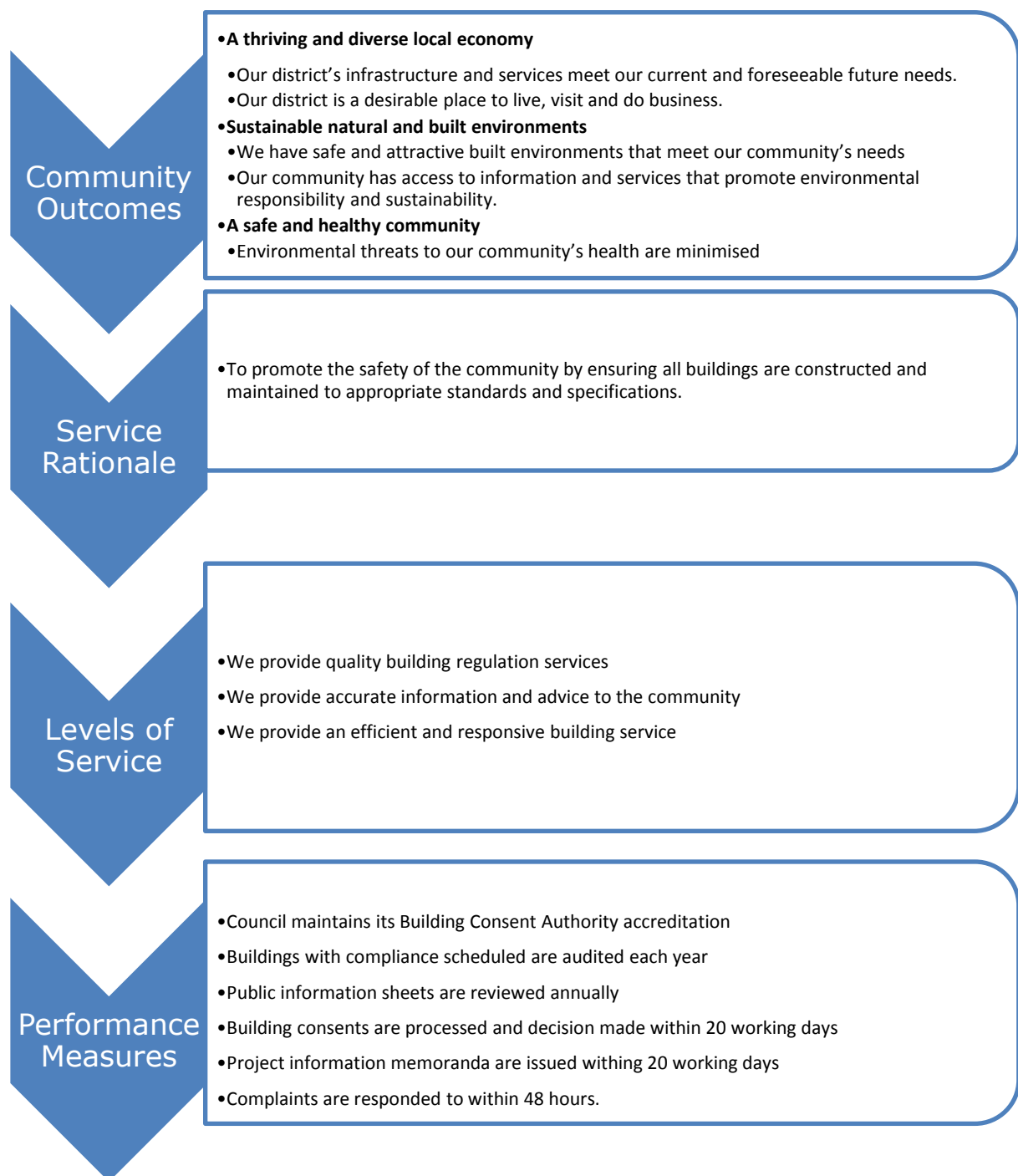
Council produces two statutory public performance reports:

1. **Annual Report** - Includes performance measures targets and results (as set out in the Community Plan) for each activity
2. **State of the Community Report** – A three yearly report which uses indicators to monitor progress towards achieving community outcomes. The first report was produced in 2009. Note: this activity does not directly impact on community outcomes

Performance Monitoring & Reporting

Performance Management Framework

The linkages between the Community Outcomes, rationale for service, levels of service and performance measures are shown in the diagram below.



Performance Measures from Community Plan 2012-22

Performance measures and targets will be reported each year in Council's Annual Report.

Level of Service	Measure of Performance	Result	Target			
		2011/12 Actual	2012/13	2013/14	2014/15	2015/16 - 2021/22
We provide quality building regulation services	Council maintains its Building Consent Authority accreditation.	Achieved	Accreditation renewed	Accreditation renewed	Accreditation renewed	Accreditation renewed
	Buildings with compliance schedules are audited each year	18.4%	10%	10%	10%	10%
We provide accurate information and advice to the community	Public information sheets are reviewed annually.	NEW (100%)	100%	100%	100%	100%
We provide an efficient and responsive building service	Building consents are processed and decision made within 20 working days.	91.4%	100%	100%	100%	100%
	Project information memoranda are issued within 20 working days	100%	100%	100%	100%	100%
	Complaints are responded to within 48 hrs	NEW	100%	100%	100%	100%

NOTE: Amendments to the Building Act that took effect at different times during 2010 which will affect statutory timeframes:

1. the requirement to obtain a Project Information memorandum (PIM) will, for some types of work, was made voluntary after 31 January 2009
2. Implementation of the National Multi Use (NMU) approvals now require that certain building consent applications will be required to be processed within ten (10) working days.
3. The Building Act Amendment Bill No.3 is proposing a number of changes that have the potential to fundamentally change the building control process and how the Council will be involved in the process. In addition Building Amendment Bill No4 has been presented to Cabinet on 6 September 2011 and further changes may be likely.

Metadata

We provide quality building regulation services

Measure 1 of 2		Council maintains its Building Consent Authority accreditation			
Targets	Base (2010/11)	2012/13	2013/14	2014-15	
	NEW	Accreditation renewed	Accreditation remains	Accreditation renewed	
Strategic Links					
How this measure signposts performance	Achieving and maintaining BCA accreditation demonstrates that the Building Services Department has met the required standards and has the ability to judge which buildings are safe for the public to use.				
Service contracts					
Legislation	Building Act 2004 Building (Accreditation of Building Consent Authorities) Regulations 2006 Building (Registration of Building Consent Authorities) Regulations 2007				
Responsibility					
Data provision	Building Services				
Activity Manager	Building Services Manager				
Senior Manager	Environmental Services Manager				
Monitoring Performance					
How	BCA Accreditation Auditing				
When	Biennial				
Methodology	Ashburton District Council was last reassessed and maintained BCA accreditation on 16 September, 2010. The Building Services Department is responsible for carrying out BCA functions as prescribed in the Building Act 2004 and accompanying regulations.				
Reporting Performance					
Channel			Timeframe		
TPR			All		
Annual Report			October		
Improving Performance					
Responsibility	Building Services Manager				
Reviewing and improving performance	The BCA Management Procedures includes a Continuous Improvement Programme				
Additional Information					

Measure 2 of 2 Building with compliance schedules are audited each year				
Targets	Base (2010/11)	2012/13	2013/14	2014-15
		14%	10%	10%
Strategic Links				
How this measure signposts performance	Auditing inspections monitor the accuracy of BWOFs to help ensure that buildings used by the public are safe.			
Service contracts				
Legislation	Building Act 2004			
Responsibility				
Data provision	Building Services			
Activity Manager	Building Services Manager			
Senior Manager	Environmental Services Manager			
Monitoring Performance				
How	Property and Rating			
When	As required			
Methodology	<p>A Building Warrant of Fitness (BWOF) is a statement from the owner of a building notifying Council that all of the specified systems* in the building have been inspected and compliant for the last 12 months. Approximately 10% of the buildings that submit a BWOF are audited each year. The Regulatory Enforcement Officer and NZ Fire Service Safety Officer perform this inspection. These inspections are recorded into Property and Rating P&R generates the "Customer Report" as needed, displaying information for the date range selected within the following parameters:</p> <ul style="list-style-type: none"> - CS No. - Premises Name - CS Issued - WOF Due Date - WOF Reminder Sent - WOF Received 			
Reporting Performance				
Channel	Timeframe			
TPR	All			
Annual Report	October			
Improving Performance				
Responsibility	Building Services Manager			
Reviewing and improving performance	Assessing any poor performance in the quantity of BWOFs audited to isolate cause and take any steps to mitigate in the future. Improvements are monitored through future auditing processes.			
Additional Information				
Specified systems are life-saving building features that require monitoring to ensure proper function. Examples include fire alarms, fire sprinklers, fire separations, lifts, backflow prevention and automatic doors.				

We provide accurate information and advice to the community

Measure 1 of 1 Public information sheets reviewed annually				
Targets	Base (2010/11)	2012/13	2013/14	2014-15
		100%	100%	100%
Strategic Links				
How this measure signposts performance	The Building Services Department is required to provide information to the public regarding building control functions as a requirement of BCA regulations. Annual reviewing and updating of public information insures the public gets high quality and accurate information.			
Service contracts				
Legislation	Building Act 2004			
Responsibility				
Data provision	Building Services			
Activity Manager	Building Services Manager			
Senior Manager	Environmental Services Manager			
Monitoring Performance				
How	BCA Audit Records			
When	Annually			
Methodology	As public information sheets are reviewed, this is recorded in the register of BCA Audit Records, for the purposes of monitoring this information. This register can be consulted at any time to see whether the review has been completed for any given year.			
Reporting Performance				
Channel		Timeframe		
TPR		All		
Annual Report		October		
Improving Performance				
Responsibility	Building Services Manager			
Reviewing and improving performance	Any issues or changes identified will be referred to the BCA Continuous Improvement System. This includes identifying the problem and setting clear targets for resolution.			
Additional Information				

We provide an efficient and responsive building service

Measure 1 of 3	Building consents are processed and decision made within 20 working days			
Targets	Base (2010/11)	2012/13	2013/14	2014-15
	99%	100%	100%	100%
Strategic Links				
How this measure signposts performance	Timely processing is an indication of statutory compliance and prompt service delivery			
Service contracts				
Legislation	Building Act 2004			
Responsibility				
Data provision	Building Services			
Activity Manager	Building Services Manager			
Senior Manager	Environmental Services Manager			
Monitoring Performance				
How	Property and Rating			
When	Daily			
Methodology	<p>P&R generates the “Building Consents Processed” report daily, displaying information for the date range selected within the following parameters: For each NCSStatCode – (Building type by code classification with brief description)</p> <ul style="list-style-type: none"> - Building Officer - Applications Received - In Target (Number of applications processed in the timeframe) - Applications processed in target expressed as a percentage 			
Reporting Performance				
Channel	Timeframe			
TPR	All			
Annual Report	October			
Improving Performance				
Responsibility	Building Services Manager			
Reviewing and improving performance	Monitoring timeframes enables the Building Department to spot trends and plan ways to mitigate potential issues in the future.			
Additional Information				

Measure 2 of 3		Project information memoranda are issued within 20 working days			
Targets	Base (2010/11)	2012/13	2013/14	2014-15	
	80%	100%	100%	100%	
Strategic Links					
How this measure signposts performance	Timely processing is an indication of statutory compliance and prompt service delivery				
Service contracts					
Legislation	Building Act 2004				
Responsibility					
Data provision	Building Services				
Activity Manager	Building Services Manager				
Senior Manager	Environmental Services Manager				
Monitoring Performance					
How	Property and Rating				
When	As required				
Methodology	P&R generates the "PIMS Received" report as needed, displaying information for the date range selected within the following parameters: <ul style="list-style-type: none"> - Date Received - Date Issued - Target - Overdue (PIMs not issued within timeframe) 				
Reporting Performance					
Channel					Timeframe
TPR					All
Annual Report					October
Improving Performance					
Responsibility	Building Services Manager				
Reviewing and improving performance	Monitoring timeframes enables the Building Department to spot trends and plan ways to mitigate potential issues in the future.				
Additional Information					

Measure 3 of 3		Complaints are responded to within 48 hours		
Targets	Base (2010/11)	2012/13	2013/14	2014-15
		NEW	100%	100%
Strategic Links				
How this measure signposts performance	Prompt response to public complaints provide for an efficient service			
Service contracts				
Legislation	Building Act 2004			
Responsibility				
Data provision	Building Services/Customer Services			
Activity Manager	Building Services Manager			
Senior Manager	Environmental Services Manager			
Monitoring Performance				
How	BCA Complaints Register			
When	Ongoing			
Methodology	Any complaints about the building services department, their response and resolution are recorded on a register of complaints, held for BCA Accreditation purposes.			
Reporting Performance				
Channel			Timeframe	
TPR			All	
Annual Report			October	
Improving Performance				
Responsibility	Building Services Manager			
Reviewing and improving performance	Monitoring timeframes enables the Building Department to spot trends and plan ways to mitigate potential issues in the future.			
Additional Information				

3.0 The Existing Situation Described

Building Consent Authority (BCA)

Ashburton District Council is an accredited BCA and maintained registration as a BCA on September 16, 2010 and is responsible for carrying out BCA functions as prescribed in the Building Act 2004 and accompanying regulations for the district. Achieving and maintaining accreditation has required introducing systems and processes that meet the required standards. These procedures are contained in the BCA Management Procedures and align with our “Quality Mission” and “Quality Policy”.

Functions carried out as a Building Consent Authority are but not limited to:

- Assessing Building Consent Applications
- Issuing Building Consents
- Issuing Code Compliance Certificates
- Issuing Compliance Schedule Statements
- Assessing and issuing Amendments to Building Consents
- Inspect Building work
- Auditing BCA Staff and procedures for Accreditation (one FTE)
- Monthly notification of customers for certain timeframes (10, 12, 18, 24 months)
- Staff training and up skilling
- Developing and implementing a Continuous improvement system
- Inspection and certification of building construction
- Addressing Complaints made by the public
- Provide guidance to the public in the form of guides and instruction sheets
- BCA Quality Assurance

Territorial Authority (TA)

The Ashburton District Council, as the Territorial Authority (TA), carries out functions as required by the Building Act and other legislation. The duties of the TA not related to being a BCA are:

- Issuing project information memoranda (PIM's)
- Providing a copy of relevant applications to the New Zealand Historic Places Trust
- Issuing building consents subject to waivers or modifications of the Building Code.
- Issuing certificates of acceptance
- Issuing and amending compliance schedules for specified systems in commercial buildings
- Administering and Auditing of Building Warrants of Fitness
- Determine to what extent buildings must comply with the Building Code when altered or their use changes, or specified life changes
- Functions in relation to earthquake-prone, dangerous or insanitary buildings
- Notification of Development Contributions (as directed by Operations)
- Collect & remit levies as required by regulation
- Adopt and Maintain a Policy for Dangerous, earthquake prone, and insanitary buildings and review policy every five years
- Provision to address customer enquires whether or not an application is involved
- Maintain records for the life of a building
- Implement the requirements of the Fencing of Swimming Pools Act 1987 (FoSP)
- Periodically inspect swimming pools to insure compliance with the FoSP (to comply with Section 10 of the FoSP)
- Maintain a register of swimming pools
- Maintain registers of Earthquake-Prone and Insanitary Buildings – administer legislation
- Issue Certificates for Public Use
- Deal with Changes of Use, Extensions of time for specified life or subdivision
- Notify the NZ Fire Service of certain Applications

- Assess sites for Natural Hazards (Section 71)
- Grant exemptions under Schedule 1 of the Building Act
- Enforcement of the Building Code and associated legislation(e.g. Fencing of Swimming Pools Act)
- Inspection and certification of building construction

Council was required to develop policy on dangerous, earthquake prone and insanitary buildings which was adopted June 2006 and is to be reviewed at intervals of no less than five years. The review process is under way and will be presented to Council via the Environmental Services Committee.

Changes introduced by the Building Act 2004 have raised the standards required by Council in terms of monitoring and enforcing the requirements of the Act and the Building Regulations. This has increased the time required to process building consent applications, the number of inspections required and the types of inspections undertaken.

Key Current and Future Issues

Current and Future Issues

Building Consent and Inspection Activity

During recent years building activity in the district has fluctuated with 2008 being the year having the greatest amount of consent activity. Due to changes in building legislation and regulations the number of inspections carried out per building consent has increased. The number of inspections carried out for the year 2011/12 is expected to be greater than previous years again.

Year	2008/09	2009/10	2010/11
Building Consents Issued	1069	1087	1045
Building Inspections Carried Out	4483	4464	4818*

***this number does not include approximately 350 inspections relating to earthquakes in Sept, Feb and June.**

The increase in inspection activity reflects Council's commitment to ensuring that buildings meet the Building code and legislative requirements providing safe building that are fit for purpose.

If building Consent Activity for 2011/12 continues at the current pace it is expected that the number of building consents issued will be comparable with the past 2 years.

Building Regulation Inspection Fees: The economic climate over the past few years has made predicting future building activity difficult. Current trends indicate that activity should be near the same levels as the past year. Economic factors and a shift of building activity to a more rural focus have seen an increase in operating costs of the department. This increase has resulted in an increase in fees for services provided by the department in an effort to fully fund that part of our service that is os a private benefit.

Meeting Legislative Requirements: Changes introduced through the Building Act 2004 and the revised Building Regulations have increased the scope of Council's functions in this activity and the complexity of the work done. Further changes to legislation being proposed by additional amendments to the Building Act 2004 have been presented to Cabinet and are in varying stages of the parliamentary process. It is unclear at this time what impact all of these changes will have on the activity.

Any changes could have resource implications for Council in the future, as staff training and processes for building regulation are developed in response to the new legislation. Fees and charges associated with building activities may need to be increased in the future to meet the costs associated with meeting the new requirements.

More Changes to the Building Act

The Building Act Review 2010 is underway and will consist of two bills amending the Act. Building Amendment Bill No. 3 is currently involved in the parliamentary process with Bill No 4 being tabled on 6 September 2011. There have been delays to the projected time tables for implementation of changes expected due to the influences of the recent earthquakes.

Some of the changes proposed by the first amendments are:

- Additions and changes to the purposes and principals of the Act primarily dealing with roles and responsibilities of various participants of the building process
- Introduces four models of Building Consents based on the risk involved
- The role of the designer will be more defined and now be responsible for Code Compliance of the Building Consent
- Code Compliance Certificates are to be replaced by Consent Completion Certificates
- Assigns more responsibility to Licensed building practitioners
- Provides for an owner-builder exemption from restricted building work
- A number of other technical Changes in the current Act are to be addressed.

The timeline for Bill (No. 3) to be implemented –

- Not clear until the legislation process is complete but not before 2012

There are some prerequisites before the proposed changes can be implemented

- Enough Licensed Building Practitioners (LBP) {estimated 20,000 required}
- LBPs have appropriate understanding of the law
- Consumer protection in place

The Building Amendment Bill No 4 will address –

- Consumer protection by way of mandatory contracts and disclosure of certain information by building contractors
- Replacement of Schedule 1 with a new clearer version that will include some additional work
- New Powers for TA's to deal with some dangerous buildings
- Product Assurance
- Other issues that arise

Other Changes proposed – (not yet defined)

Licensing- there will be a complaints system put in place to deal with issues with LBPs highlighting:

- Brings in Code of Ethics
- Must work within their competency
- Must not bring the LBP scheme into ill repute

Earthquake-prone and Insanitary Building Policy

Council is in the process of reviewing its Dangerous Earthquake-prone and Insanitary Building Policy. Council's Policy is of a passive and reactive nature and is triggered by building consent application, change of use or complaint. The policy has been put out for a technical review by a Chartered Professional Engineer and has been amended in line with his recommendations prior to being offered for public submissions.

Demand for Service: There has been an increase demand for services provided by the department during the last calendar year. This is evidential not only through inspection numbers but also in a demand for services as a result of earthquake related activity since 4 September 2011. Inspection of building work at this time is averaging over 400 inspections per month.

The earthquake of 4 September 2010 and subsequent events have put demands on the department not previously considered. These demands have had a continued effect due to sensitivity of the public surrounding earthquake issues.

Recruitment: Due to current staffing levels the department is currently advertising for additional staff.

High demand for qualified Building Officials and recruitment difficulties have sometimes meant the Building Services department has struggled to maintain ideal levels of service and reasonable workloads on staff.

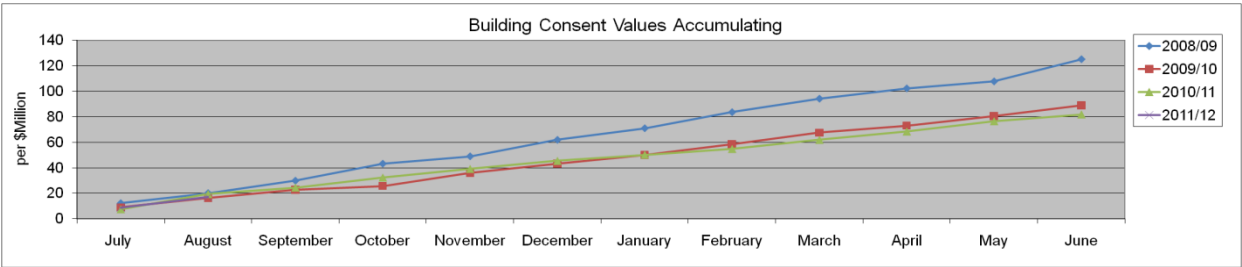
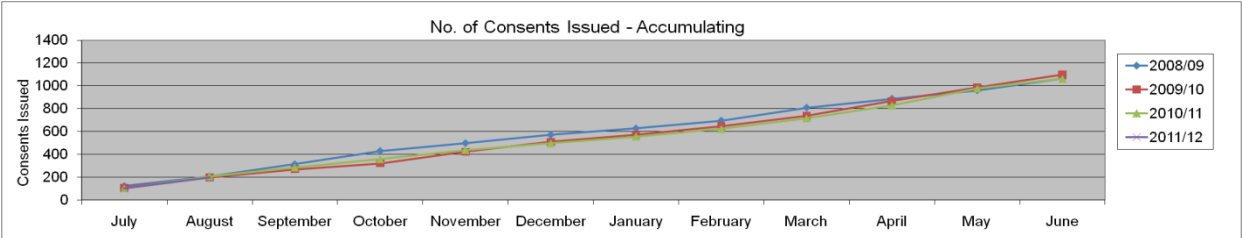
Economic Outlook: The current global financial situation has made predicting building activity difficult and uncertain. Current activity in the sector in Ashburton District has remained reasonably steady compared to many parts of the country; however, volatility of the economy could make for a quickly changing market. It is not clear at this time what flow on can be expected from the Canterbury Earthquake Region, but it is assumed that there could be some increases to activity as payouts in the region commence.

For the purposes of preparing Council’s Community Plan 2009-19 it was assumed there will be a 10% reduction in the number of new building consents for the 2009/ 10 and 2010/11 years.

The above matters have been considered and provided for in the future planning for provision of this service.

For the purposes of preparing Council’s Community Plan 2009-19 it was assumed there will be a 10% reduction in the number of new building consents for the 2009/ 10 and 2010/11 years.

Building Consent Processing

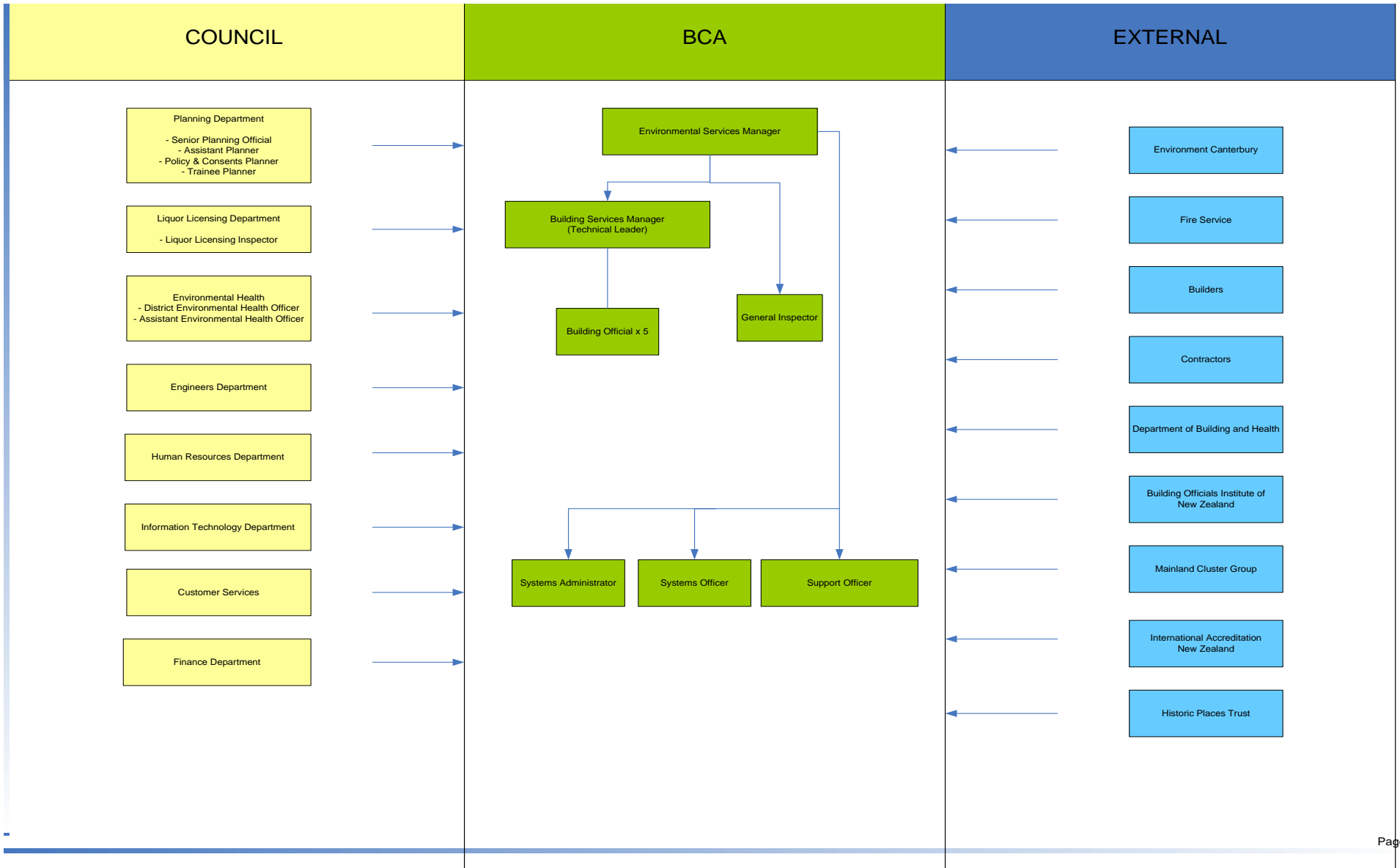


The graphs above show the numbers of building consents issued by Council over the past 4 years and their accumulating values. In previous years there have been reasonable increases in the numbers of building consents issued with 2009 showing the first decrease in values. This reflects the size and cost of projects during the period. There will be an increase to the values for the current period due to some large projects expected such as the Art Gallery and commercial projects proposed.

The current economic climate has had an effect on the type of construction activity in the short term, but it is expected that as the economy strengthens building activity will increase. Other increases are likely as changes to payouts in the dairy sector increase which historically has been reflected by a rise in the number of related building work. There may also be an increase in activity as a result of reconstruction of earthquake damaged buildings.

For the purposes of preparing Council’s Community Plan 2009-19 it has been assumed there will be a 15% reduction per year in the number of new building consents for the 2009/ 10 and 2010/ 11 years.

Structure and Staffing



4.0 Maintenance and Operating

Asset Ownership and Valuations

Plant such as vehicles are controlled by the Finance Department. Tools and equipment required for the day to day performance of building control functions are of a nature which are easily replaced.

How Managed and Controlled

Calibration and maintenance procedures are set out in the Building Consent Authority Manuals. Individual team members are responsible for the equipment on a day-to-day basis.

Maintenance and Operating Issues

Not applicable

LTP 2012-22 Forecast Activity Costs

2011/2012		2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
	INCOME										
1,178,558	Consents	1,405,125	1,450,089	1,496,458	1,547,324	1,601,421	1,655,800	1,710,459	1,766,945	1,830,597	1,894,671
0	Infringement Fees	5,000	5,160	5,325	5,506	5,699	5,892	6,087	6,288	6,514	6,742
146,174	DBH Levies	199,561	205,947	212,532	219,757	227,440	235,163	242,926	250,948	259,988	269,088
74,200	BRANZ Levies	101,300	104,542	107,885	111,552	115,452	119,372	123,312	127,385	131,974	136,593
60,738	General Rates	63,606	82,748	81,664	73,855	69,577	67,543	58,784	58,554	58,274	53,471
0	Treasury Internal Recoveries	671	692	715	739	765	791	817	844	874	905
1,459,670		1,775,263	1,849,178	1,904,579	1,958,732	2,020,352	2,084,560	2,142,385	2,210,963	2,288,221	2,361,469
	OPERATING EXPENDITURE										
630,323	Salary / Wages	812,121	850,044	870,465	893,128	916,371	938,370	959,953	984,939	1,011,503	1,038,813
7,564	ACC Levies	9,962	10,201	10,446	10,718	10,996	11,260	11,519	11,819	12,138	12,466
20,000	Staff Training	20,000	20,480	20,972	21,518	22,078	22,608	23,128	23,730	24,370	25,028
800	Protective Clothing	2,025	2,090	2,157	2,230	2,308	2,386	2,465	2,546	2,638	2,731
800	Protective Equipment	1,200	1,238	1,278	1,321	1,368	1,414	1,461	1,509	1,563	1,618
2,000	Professional Fees	4,000	4,128	4,260	4,405	4,559	4,714	4,869	5,030	5,211	5,394
2,680	Indemnity Insurance	2,640	2,724	2,812	2,907	3,009	3,111	3,214	3,320	3,439	3,560
3,000	Conference Expenses	3,500	3,612	3,728	3,854	3,989	4,124	4,261	4,401	4,560	4,719
5,000	Staff Travel Costs	4,000	4,128	4,260	4,405	4,559	4,714	4,869	5,030	5,211	5,394
1,000	Stationery	1,200	1,238	1,278	1,321	1,368	1,414	1,461	1,509	1,563	1,618
8,600	Photocopiers/Printers	7,190	7,420	7,657	7,918	8,194	8,473	8,752	9,041	9,367	9,695
5,000	Telephone / Tolls	6,000	6,192	6,390	6,607	6,838	7,070	7,304	7,545	7,817	8,090
1,250	Statutes / Gazettes	1,250	1,290	1,331	1,377	1,425	1,473	1,522	1,572	1,629	1,686
650	Subscriptions / Periodicals	650	671	692	716	741	766	791	817	847	876
10,000	Legal Expenses	10,000	10,320	10,650	11,012	11,397	11,784	12,173	12,575	13,028	13,484
23,000	Consultancy	15,000	15,480	15,975	16,518	17,096	17,676	18,260	18,863	19,542	20,226
700	Insurance	880	908	937	969	1,003	1,037	1,071	1,107	1,146	1,187
2,000	Suppers & Receptions	2,000	2,064	2,130	2,202	2,279	2,357	2,435	2,515	2,606	2,697
1,000	Promotions	1,000	1,032	1,065	1,101	1,140	1,178	1,217	1,258	1,303	1,348
71,974	BRANZ Levies	98,261	101,897	105,365	108,952	112,872	117,049	121,618	126,727	132,181	137,998
141,789	DBH Levies	193,574	200,736	207,570	214,635	222,359	230,586	239,587	249,653	260,396	271,856
300	Sundry Expenditure	2,000	2,074	2,145	2,218	2,297	2,382	2,475	2,579	2,690	2,809
0	Laboratory	200	207	214	222	230	238	248	258	269	281
5,000	Contractors	8,000	8,296	8,578	8,870	9,190	9,530	9,902	10,318	10,762	11,235
34,150	Plant Costs	63,000	65,331	67,555	69,854	72,368	75,046	77,975	81,251	84,748	88,477
500	Loose Tools	800	830	858	887	919	953	990	1,032	1,076	1,124
139	Depreciation - Light Plant	90	93	97	100	103	107	111	116	121	126
979,218		1,270,543	1,324,725	1,360,863	1,399,965	1,441,055	1,481,820	1,523,630	1,571,059	1,621,724	1,674,534
	OVERHEAD COSTS										
65,591	Depreciation Recoveries	71,294	73,576	75,928	78,509	81,254	84,013	86,787	89,653	92,882	96,133
313,608	Overhead Recoveries	325,213	338,915	351,974	360,850	374,282	390,274	399,787	413,558	431,635	444,186
101,253	108,213	115,819	119,418	123,775	128,470	132,203	136,720	142,011	146,652		
480,452		504,721	524,457	543,722	558,777	579,311	602,757	618,776	639,930	666,528	686,972
1,459,670	TOTAL OPERATING COSTS	1,775,263	1,849,182	1,904,586	1,958,742	2,020,366	2,084,577	2,142,406	2,210,989	2,288,252	2,361,506
	CAPITAL INCOME										
0		0	0	0	0	0	0	0	0	0	0
	CAPITAL EXPENDITURE										
0		0	0	0	0	0	0	0	0	0	0
	LOANS RAISED										
0		0	0	0	0	0	0	0	0	0	0
	LOANS REPAYED										
0		0	0	0	0	0	0	0	0	0	0
	RESERVE MOVEMENTS										
139	Appropriations to Special Reserves	90	90	90	90	90	90	90	90	90	90
139		90	90	90	90	90	90	90	90	90	90
	FUNDING										
-1,398,932	Operating Income	-1,711,657	-1,766,430	-1,822,915	-1,884,877	-1,950,776	-2,017,017	-2,083,600	-2,152,409	-2,229,947	-2,307,999
1,459,670	Operating Expenditure	1,775,263	1,849,182	1,904,586	1,958,742	2,020,366	2,084,577	2,142,406	2,210,989	2,288,252	2,361,506
0	Capital Income	0	0	0	0	0	0	0	0	0	0
0	Capital Expenditure	0	0	0	0	0	0	0	0	0	0
-139	Depreciation Funding	-90	-93	-97	-100	-103	-107	-111	-116	-121	-126
0	Loans Raised	0	0	0	0	0	0	0	0	0	0
0	Loans Repaid	0	0	0	0	0	0	0	0	0	0
139	Transfer to Reserves	90	90	90	90	90	90	90	90	90	90
60,738	Funding Required from Rates	63,606	82,748	81,664	73,855	69,577	67,543	58,784	58,554	58,274	53,471
60,738	General Rates - CV	63,606	82,748	81,664	73,855	69,577	67,543	58,784	58,554	58,274	53,471

2013/14 Activity Budget

BUDGET 2012/2013	Description	Notes	BUDGET 2013/2014	LTP 2013/2014	Variance 2013/2014
INCOME					
1,405,125	Consents		1,462,180	1,450,089	12,091
5,000	Infringment Fees		0	5,160	-5,160
199,561	DBH Levies		212,405	205,947	6,458
101,300	BRANZ Levies		107,820	104,542	3,278
63,606	General Rates		166,989	82,748	84,241
671	Treasury Internal Recoveries		787	692	95
0	Interest Allocation		1,461	0	1,461
1,775,263			1,951,643	1,849,178	102,465
OPERATING EXPENDITURE					
812,121	Salary / Wages		834,241	850,044	-15,803
9,962	ACC Levies		10,011	10,201	-190
20,000	Staff Training		20,000	20,480	-480
0	Allowances		52,000	0	52,000
2,025	Protective Clothing		2,900	2,090	810
1,200	Protective Equipment		1,200	1,238	-38
4,000	Professional Fees		4,200	4,128	72
2,640	Indemnity Insurance		2,840	2,724	116
3,500	Conference Expenses		3,500	3,612	-112
4,000	Staff Travel Costs		4,500	4,128	372
0	Appointment Costs		2,000	0	2,000
1,200	Stationery		1,300	1,238	62
7,190	Photocopiers/Printers		13,164	7,420	5,744
6,000	Telephone / Tolls		6,192	6,192	0
1,250	Statutes / Gazettes		1,350	1,290	60
650	Subscriptions / Periodicals		400	671	-271
0	Navman Charges		6,900	0	6,900
10,000	Legal Expenses		7,500	10,320	-2,820
0	Legal Searches		200	0	200
15,000	Consultancy		0	15,480	-15,480
0	Audit		28,000	0	28,000
880	Insurance		1,172	908	264
2,000	Suppers & Receptions		2,000	2,064	-64
1,000	Promotions		1,000	1,032	-32
0	Advertising		500	0	500
98,261	BRANZ Levies		104,585	101,897	2,689
193,574	DBH Levies		206,033	200,736	5,297
2,000	Sundry Expenditure		1,750	2,074	-324
200	Laboratory		0	207	-207
8,000	Contractors		27,000	8,296	18,704
63,000	Plant Costs		63,000	65,331	-2,331
800	Loose Tools		500	830	-330
90	Depreciation - Light Plant		0	93	-93
1,270,543			1,409,939	1,324,725	85,214
OVERHEAD COSTS					
71,294	Depreciation Recoveries		79,079	73,576	5,503
325,213	Overhead Recoveries		350,276	338,915	11,361
108,213	Environmental Services Recoveries		112,349	111,966	383
504,721			541,704	524,457	17,247
1,775,263	TOTAL OPERATING COSTS		1,951,643	1,849,182	102,461
CAPITAL INCOME					
0			0	0	0
CAPITAL EXPENDITURE					
0			0	0	0
LOANS RAISED					
0			0	0	0
LOANS REPAYED					
0			0	0	0

5.0 New Capital Expenditure

Capital Works Programme 2012 - 2022

Not applicable

How Capital Works Are To Be Funded

Not applicable

Development and Financial Contributions

Not applicable

6.0 Renewals, Capital Expenditure and Depreciation

Cyclic Renewals Programme 2012 - 2022

Not applicable

How Cyclic Renewals are to be Funded

Not applicable

7.0 Funding the Annual Net Cost – “Who Pays”

Council’s Revenue and Financing Policy for this Activity

The Revenue and Financing Policy contains Council’s approach to funding operating and capital expenditure from available sources, determining who pays for Council’s activities and on what basis.

Building Regulation	
Who benefits / creates need?	<p>The majority of benefit accrues to building owners and construction contractors through being able to meet legislative requirements.</p> <p>Community wide benefit accrues through assurance that buildings are safe and constructed to a certain standard. This accounts for a small portion of benefit.</p> <ul style="list-style-type: none"> • Private benefit 90% • Community-wide benefit 10%
Period of benefit	Ongoing.
Other considerations	
Funding	<p>Operational Expenditure:</p> <ul style="list-style-type: none"> • Fees and charges 90 • CV General Rate 10% <p>Capital Expenditure:</p> <p>Capital expenditure is funded in the same way was operational expenditure.</p>
Other funding	<p>Note regarding fees and charges:</p> <p>Council sets its fees and charges based on recovering actual and reasonable costs. The revenue from fees depends on demand for service. Any shortfall will come from general rates and any budgeted excess will be used to offset general rates.</p>

8.0 Future Demand

Predicted Changes to Future Demand

Forecast Population Growth

Usually resident population 2006 census	27,372
Urban population	19,278
Rural population	8,094
Increase in District population 2001-2006	1,929
Percentage population increase since 2001 census	7.6 %

Statistics New Zealand produces population estimates in non-census years. The estimated population as at 30 June 2010 was 29,400.

Statistics New Zealand has forecast population growth out to 2031, using 2006 forecast population figures as a baseline (updated). The forecast provides low, medium and high projections based on varying migration, fertility and mortality forecasts. These forecasts are shown in the table below.

Series	Year as at 30 June						Population change 2006-2031	
	2006 (base)	2011	2016	2021	2026	2031	#	Average Annual %
Low		29,300	29,300	29,000	28,400	27,600	-400	-0.1
Medium	28,000	30,000	31,000	31,700	32,200	32,600	4,600	0.6
High		30,800	32,600	34,400	36,100	37,700	9,700	1.2

Ashburton District Council uses the “high” population forecast series in its growth modelling for the future. The “high” series is used because it best reflects:

- current strong population growth in the district
- continued change in land use with increased on-farm residences
- expected migration from Christchurch due to the recent earthquakes (based on current anecdotal evidence)
- consistency with Ashburton District residential building consent trend analysis over the past five years (which indicates the district’s population has grown by approximately 2,500 people since 2006 – closest to the high series forecast).

It is considered that the “high” series provides a prudent assessment of future increased demand through population growth. Ashburton District’s population looks set to continue this growth over the next ten years, reversing earlier trends of low or no growth.

Growth by Area

The rate of projected growth varies across the district, with Methven expected to be the fastest growing urban centre over the next 20 years, growing at an average rate of 2.7% per year. The rural population is also projected to grow at a faster rate than the Ashburton urban area.

Area ²	Year as at 30 June						Population change 2006-2031	
	2006 (base)	2011	2016	2021	2026	2031	#	Average Annual %
Ashburton	16680	17860	18540	19090	19570	19970	3290	0.8

Methven	1360	1640	1810	1970	2130	2280	920	2.7
Rakaia	1090	1200	1260	1310	1360	1410	320	1.2
Rest of the District	8900	10050	10900	11740	12570	13390	4490	2.0

1: Using "high" series projection data.

2: The projected population of towns within the Ashburton District is based on Statistics New Zealand's census area unit boundaries. 'Ashburton' comprises the following area units: Allenton, Ashburton Central West, Netherby, Ashburton Central East, Hampstead, Fairton and Tinwald.

Impact of Forecast Population Growth: It is anticipated that population growth will cause a commensurate increase on the demand for services in the building regulation activity.

Demographic Change

In addition to a growing population the demographics of Ashburton District are changing, a trend expected to continue in the future. In particular:

- The population, like that of New Zealand as a whole, is ageing. This trend is forecast to continue, with the over 65 population in the district expected to nearly double between 2006 and 2031. This age group is expected to account for almost one-quarter of the total district's population by 2031.
- The ethnic make-up of the district is changing with increased Maori and Pacific populations and an increasing proportion of international migrants.

Impact of Demographic Change: Demographic change is not expected to significantly change the demand for service or how Council delivers this activity.

Community Expectations

Council monitors resident satisfaction with the services and facilities it provides through an Annual Residents Survey undertaken by the National Research Bureau (NRB). Resident satisfaction is used as a guide to prevailing community expectations – i.e. if satisfaction drops while levels of service have remained the same there could be some shift in community expectations behind that change. Council will, when the situation requires, undertake more detailed research to ascertain whether this is the case. Results from the NRB survey over the past three years that relate to this activity are included below.

Residents are satisfied with building regulation services provided (target satisfaction rate 85%+ - don't know responses excluded)	2012	71%
	2011	79%
	2010	69%

Impact of Changes in Community Expectations: The reduction in resident satisfaction with the standard in building services over the past three years is thought to be a result of the building regulation department at times being unable to satisfactorily maintain levels of service due to high demand rather than changes in community expectations. Additionally, changes to building legislation has caused the amount of information required to assess a building consent application to increase and has placed the onus onto the owner to provide this information. This has resulted in a shift in the way the Council can provide information, since staff cannot be seen as designing work by the way information is provided.

Updates to the Council website in the way of a FAQ (Frequently Asked Questions) page and updated customer information available at Customer Services have been provided to help promote understanding among the customers. This is also a requirement of the BCA accreditation process and as changes are required additional updates will be provided.

Additional staff or contractors will need to be recruited to enable demand for services to be met more consistently. This has been demonstrated by the staffing "Resource Needs" calculations carried out as part of the BCA accreditation process. This situation will continue to be monitored.

Legislative Requirements

The Building Act 2004 and subsequent regulations have placed significant demand on the standard of service required.

Impact of Changes in Legislative Requirements:

It is expected that the standard of service provided to process building consents and achieve compliance with the Building Act will increase over time as the Act progressively introduces new compliance standards. Continuing changes can be expected over the next few years as additional parts of the Act are implemented. Further changes are being anticipated as a result of the Building Act Review 2009 which has triggered two amendment bills that are in varying stages of the parliamentary process.

Advertising for additional staff has taken place but skilled building officials are in high demand in both the public and private sectors. If suitable applicants are not found it will be necessary to rely on outsourcing to town contractors, more heavily, to be able to meet statutory requirements on a consistently.

Existing staff are being up skilled on an ongoing basis to ensure the requirements of the Act are able to be met consistently over time. Continuous improvements to all systems and processes are a part of the BCA accreditation process and are ongoing.

Other

Economic Outlook/ Building Sector Activity: While some areas of the country have shown evidence of a severe decline in building activity, the decline in the Ashburton District has been more moderate. Activity heading into 2012 appears to set to increase due to additional work relative to the relocation and rebuilds following recent earthquakes. Activity in the agricultural sector is also looking at increases which will drive rural building activity over the next few years.

For the purposes of preparing Council's Community Plan 2009-19 it has been assumed there will be a 10% reduction per year in the number of new building consents for the 2009/10 and 2010/ 11 years.

The past 3 years have shown consistent numbers of building consent applications. It is expected that the current year's activity will either be on par with the past 3 years or slightly higher

9.0 Significant Forecasting Assumptions and Risk Management

Assumptions

Organisational Assumptions

Issue	Information Source	Assumptions
Inflation	Berl Price Adjuster	Inflation is budgeted for the years 2013/14 onwards. The level of inflation has been derived from the forecasts prepared for Local Government New Zealand by BERL and deal primarily with areas of expenditure local authorities are exposed to through their businesses.
Interest Rates	Council Analysis	Assumed interest rates for new loans and investments in this Long Term Plan have been calculated on an average of Council's current and expected interest costs and returns. The interest rate, using this method, is assumed to be 6%.
District Population Growth	Statistics NZ Population Forecasts	<p>Population growth is assumed to be in line with Statistics New Zealand's population forecasts for Ashburton District (using 2006 as the base year), using the "high" series of figures.</p> <p>See section 8 of this document for further details on population growth assumptions.</p>
Natural Events/ Disasters	Council Analysis	Natural events such as storm or earthquake damage can happen at any time but have been assumed not to happen for the purposes of preparing this plan. This plan has, therefore, been prepared on the basis that no unforeseen natural events will affect Council's assets and business.
Climate Change	Council Analysis	Climate change impacts have been assumed to not impact on Council business scope or cost of business in a material way over the next 10 years.
Nature of Council Business	Council Analysis	<p>Legislative requirements may change the nature of Council's business from time to time. No potential legislative changes have been identified that might impact on this activity.</p> <p>Council monitors community expectations through its annual resident's survey, community consultation processes and working with community organisations.</p> <p>It has been assumed there will be no changes in the general nature of Council's business.</p>

Activity-Specific Assumptions

Issue	Information Source	Assumptions
Community expectations/ levels of service	Council Analysis	<p>Council monitors community expectations through its annual resident's survey, community consultation processes and working with community organisations.</p> <p>It has been assumed there will not be significant changes to the levels of service expected through this activity.</p>
Recruitment of suitably qualified staff	Council Analysis	With the increasing standard of service required the inability to recruit suitably qualified staff is an ongoing uncertainty. It is assumed that this will continue.
New Legislation	Council Analysis	New legislation and regulations have created significant increases in the required standard of service. It is assumed that this will continue to increase as additional changes take place.
Global Economic Conditions	Council Analysis	The current global economic situation may result in a decrease in the rate of construction of new dwellings and commercial development. Building Consent activity has remained relatively steady over the past three years and this trend is expected to continue. A decrease in the values of work has not related to a decrease in the demand for services. Rather this has shown a decrease in individual project values.

Risk Management

Risk	Likelihood/ Impact	Potential Impact/ Mitigation
Inflation is significantly different from Berl Price Adjusters	Low/ Low	<p>A change in the inflation rate tends to affect all areas of the economy and not just Council rates. The impact of a variance in inflation is therefore not considered to have a serious effect on Council's business.</p> <p>Annual Plan budgets will reflect the prevailing rate of inflation on annual basis. Forecast rate requirements may therefore vary from those stated in the LTP.</p>
Interest rates vary significantly from assumed levels	Medium/ Medium	<p>A change in interest rates impacts on the cost of capital and the return on capital.</p> <p>Council uses a range of measures to mitigate the impact of a rise in interest rates. As Council's level of external borrowing increases this risk rises.</p> <p>Council has imposed a borrowing limit through its financial strategy as detailed in the Long Term Plan 2012-22.</p> <p>Annual Plan budgets will reflect interest rates on annual basis. Forecast rate requirements may therefore vary from those stated in the LTP.</p>

District population growth varies from assumed level	Low/ Medium	<p>It is considered unlikely population growth will differ from the Stats NZ forecasts to an extent that causes material difficulties for Council.</p> <p>Most projects potentially impacted by population changes tend to be of a long-term nature that can be adjusted in terms of timing and scale to suit population projections.</p>
Natural Events/ Disasters	Low/ High	<p>Council manages risk associated with natural disasters through insurance.</p> <p>No specific measures have been included in this activity for any such event.</p>
Climate change	Low/ Medium	<p>The risk of any event impacting materially on this activity over the next 10 years is considered low. No specific provisions have been made in this activity for any impacts.</p>
Difficulty in recruitment of suitably qualified staff	Medium/ Medium	<p>The impact/risk of not having suitable staff are that current low service levels as shown in the performance results may remain</p>
Increases in standard of service through new legislation	Medium	<p>The impact/risk of increased standard of service requirements in conjunction with the issue above are that current low service levels as shown in the recent performance results may remain</p>
Global economic conditions not significantly affecting demand for service	Medium / Low	<p>The impact/risk of demand remaining the same are low although the above issues are likely to result in the service levels remaining the same</p>

10.0 Demand Management

Council's Demand Management Approach

Personnel

As part of the Building Consent Authority (BCA) accreditation process undertaken as a part of the quality assurance program, staffing levels within the Building Regulation activity were identified as being below the industry standard.

Increases in building activity and in particular the demand on inspection services have resulted in periods of time when it has been necessary to outsource work related to processing and inspections.

The current staff resourcing may still create some difficulty in maintaining levels of service when staff members are absent, on leave, or absent due to training. This will be monitored and managed accordingly.

The current staffing levels allow for an additional Building Official to help cover inspections when workloads require. On a temporary basis this should not have a detrimental effect on the processing workloads but an increase in workloads could see issues. This will be monitored and managed to insure that a high standard of service is ongoing for our customers.

The need for intensive and competent inspections and documentation is a requirement of the Building (Accreditation of Building Consent Authorities) Regulations 2007. The introduction of the Building Regulations has placed a greater workload on the Building Services Department through increased Quality Assurance processes and auditing. These duties will form a principal part of Council's ability to retain Accreditation as a Registered Building Consent Authority.

Sustainable Development Issues

There are considered to be no sustainable development issues related to this activity

Significant Negative Effects

There are considered to be no significant negative effects

11.0 Plan Review/Public Consultation

Overview of Consultation Undertaken

Consultation processes that have informed the development of this Activity Management Plan are:

- **Annual Residents Survey:** Commissioned annually by the Council and conducted by National Research Bureau the survey covers resident satisfaction with the delivery of Council facilities. The information is used to consider the level and quality of service provided.
- **Community Plan / Annual Plan:** Annual consultation regarding any proposed Community Plan or Annual Plan. Consultation involves circulation of plan statements of proposal (ie, the plan) and summaries of the statement for community evaluation. It includes community presentations and open days to provide community discussion of the proposal.

This consultation meets the requirements of ss83-85, and s89 of the Local Government Act 2002.

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Proposed Future Consultation

It is proposed to continue with the above processes

Activity Management Plan Review

- All Ashburton District Council *Activity Management Plans* will be reviewed and updated annually as part of the development of the Community Plan or the Annual Plan – whichever is applicable.
- This process takes place by December of each year.
- Plans may be updated during the year where there have been significant changes to asset values or business plans.

12.0 Resource Consents/ Property Designations

There are none that apply.

APPENDIX I

Legislative and Strategic Linkages

Legislation Impacting on This Activity

- a. Building Act 2004 (note: including Amendments 2005, 2007 and 2008)
- b. Building Regulations 1992
- c. Building (Consent Authority Accreditation Fees) Regulations 2006
- d. Building (Design Work Declared to be Building Work) Order 2007
- e. Building (Designation of Building Work License Classes) Order 2007
- f. Building (Fee for Determinations) Regulations 2005
- g. Building (Infringement Offences, Fees, and Forms) regulations 2007
- h. Building Levy Order 2005
- i. Building Practitioners (Licensing Fees and Levy) Regulation 2007
- j. Building Practitioners (Register of Licensed Building Practitioners) Regulations 2008
- k. Building (Registration of Building consent Authorities) Regulations 2008
- l. Building (Specified Systems, Change of Use, and Earthquake-Prone Buildings) Regulations 2005
- m. Weathertight Homes Resolution Services Act 2006
- n. Building (Schedule 1) Order 2008
- o. Fencing of Swimming Pools Act 1987
- p. Plumbers, Gasfitters and Drainlayers Act 1976
- q. Construction Contracts Act 2002
- r. Resource Management Act
- s. Notice that Copies of Certain Applications for Building Consent Must be Provided to the New Zealand fire Service Commission
- t. Disabled Persons Community Welfare Act 1975 No 122 (as at 03 September 2007)

Note: a number of additional Acts, Regulations, and Orders in Council also have a peripheral impact on Building Control Functions

Strategic Planning Documents with Links to this Activity

- u. Ashburton District Community Plan
- v. Ashburton District Plan
- w. Environment Canterbury Transitional Management Plan
- x. Annual Plan

Other Organisations with Links to this Activity

- y. Department of Building and Housing
- z. New Zealand Historic Places Trust
- aa. New Zealand Fire Service

Other Significant Linkages

- bb. Standards New Zealand
- cc. Building Consent Authority Manuals

Council Policies

- dd. Policy on Dangerous, Earthquake Prone and Insanitary Buildings

Bylaws

Ashburton District Council Bylaws affecting the Building Services Department are reflected below:

Chapter 1 - INTRODUCTION & MISCELLANEOUS

Chapter 5 - CONSTRUCTION & DEMOLITION

Chapter 13 - WASTEWATER DRAINAGE

Chapter 14 - WATER SUPPLY

Chapter 17 - TRADE WASTES