

## Things you need to know about

# Building Warrant of Fitness

## Building Warrant of Fitness

*Refer also to Compliance Schedule fact sheet.*

### What is it?

A signed document attesting that the inspection, maintenance and reporting procedures for the specified systems contained in a building have been completed over the preceding 12 months and are in working order.

The owner of any commercial building or a cable car that is attached to or services a residential building must supply to the Council a Building Warrant of Fitness annually (much like a vehicle Warrant of Fitness).

### Why do you need it?

The purpose of the Building Warrant of Fitness is to give people using the building assurance that the specified systems are maintained, performing, and will continue to perform, to the standards listed in the Compliance Schedule.

### Specified Systems - what are they?

Features or systems that contribute to the proper functioning of the building.

If they fail to operate properly, they have the potential to adversely affect health (Legionnaires disease etc.) or life safety of occupants (sprinklers, fire alarms etc.).

### Specified Systems

1. Automatic systems for fire suppression (for example, sprinkler systems).
2. Automatic or manual emergency warning systems for fire or other dangers (fire alarms) (other than a warning system for fire that is entirely within a household unit and serves only that unit).
3. Electromagnetic or automatic doors or windows (for example, ones that close on fire alarm activation).
4. Emergency lighting systems.
5. Escape route pressurisation systems.
6. Riser mains for use by fire services.
7. Automatic back-flow preventers connected to a potable water supply.
8. Lifts, escalators, travelators, or other systems for moving people or goods within buildings.
9. Mechanical ventilation or air conditioning systems.
10. Building maintenance units providing access to exterior and interior walls of buildings.
11. Laboratory fume cupboards.
12. Audio loops or other assistive listening systems.
13. Smoke control systems.
14. Emergency power systems for, or signs relating to, a system or feature specified in any of clauses 1 to 13.
15. Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9 and 13:



- (a) systems for communicating spoken information intended to facilitate evacuation; and
  - (b) final exits (as defined by clause A2 of the building code); and
  - (c) fire separations (as so defined); and
  - (d) signs for communicating information intended to facilitate evacuation; and
  - (e) smoke separations (as so defined).
- n. safety barriers
  - o. means of access and facilities by people with disabilities
  - p. hand-held hose reels for fire fighting
  - q. signs required by Building Code or by section 120 of Building Act 2004

and new

for residential buildings, cable cars that are attached to or service a residential building.

### Who does what?

Independent Qualified People (IQP) who have a recognised expertise in certification of any of the specified systems conduct the relevant inspection and maintenance regimes as defined by the Compliance Schedule (an example of this would be monthly checks of a type 4 alarm to NZS 4512:2003). IQPs provide the building owner with a 12A form which attests to the specified system functioning correctly and that all of the inspection, maintenance and reporting procedures have been carried out over the preceding 12 month period.

### Where do I find an IQP?

The Timaru District Council website ([www.timaru.govt.nz/](http://www.timaru.govt.nz/)) contains a list of South Island based Independently Qualified People. Waimakariri District Council is one of the foundation members of the South Island IQP registration panel. Contact the Waimakariri District Council should you be unable to find an IQP for this area.

### Putting it all together

Once the relevant 12A forms are provided by the IQP, a Building Warrant of Fitness (form 12) is able to be displayed in the building. This must be displayed in the public foyer or an area open to the public and must be signed by the building owner or an authorised person. (A copy of this Building Warrant of Fitness and the IQP 12A forms must be provided to the Council before the expiry date listed.)

### The Nasty Stuff

The Building Act places great importance on keeping the Building Warrant of Fitness current, and penalties for non compliance are severe.

A Notice to Fix carries a penalty of up to \$200,000 on summary conviction and in the case of a continuing offence, a further fine not exceeding \$20,000 for every day or part of day, during which the offence continues.



For additional information please contact the Waimakariri District Council on 03 311 8900