



Hurunui District Council

is a member of the



CUSTOMER GUIDE TO

**GLOSSARY OF
TERMS**



**BAM 456
Hurunui District Council
Building Department**

A member of the Mainland Building Consent Authorities Group

See our full range of Customer and Designer's Guides:

- BAM 401 **Customer Guide To Building New Dwellings**
- BAM 402 **Customer Guide To Dwelling Alterations & Additions**
- BAM 403 **Designer's Guide To Domestic Conservatories**
- BAM 404 **Customer Guide To Accessory Buildings**
- BAM 405 **Customer Guide To Building Consents Issued Under s.72 Of The Building Act 2004 (Hazard Areas)**
- BAM 406 **Customer Guide To Wet Area Showers**
- BAM 408 **Designer's Guide To Commercial Applications**
- BAM 410 **Customer Guide To the Building Consent Process**
- BAM 420 **Customer Guide To Solid & Liquid Fuel Heaters**
- BAM 421 **Customer Guide To Effluent Disposal**
- BAM 450 **Customer Guide To Relocating A Building**
- BAM 451 **Customer Guide To Demolition And/Or Removal Of A Building**
- BAM 453 **Customer Guide to Change of Use**
- BAM 454 **Customer Guide to Transportable Buildings**
- BAM 455 **Frequently Ask Questions**
- BAM 456 **Glossary of Terms**

Useful websites

Certified Builders Association of NZ Inc (CBANZ)
www.certified.co.nz

Registered Master Builders Federation Inc (RMBF)
www.masterbuilder.org.nz

New Zealand Institute of Architects (NZIA)
www.nzia.co.nz

Architectural Designers NZ Inc (ADNZ)
www.adnz.org.nz

Association of Consulting Engineers (ACENZ)
www.acenz.org.nz

BRANZ Ltd
www.branz.co.nz

NZ Institute of Quantity Surveyors Inc (NZIQS)
www.nziqs.co.nz

NZ Institute of Surveyors (NZIS)
www.surveyors.org.nz

Department of Building and Housing (DBH)
www.dbh.govt.nz

Institution of Professional Engineers (IPENZ)
www.ipenz.org.nz

NZ Institute of Building Surveyors Inc (NZIBS)
www.buildingsurveyors.co.nz

Consumers' Institute of New Zealand
www.consumerbuild.org.nz

Specific Design – calculations and detailed drawings, usually of an engineering nature, by persons with appropriate technical expertise, relating to a design specific to a particular project. Specific Designs may be supported by a Producer Statement.

Specification – detailed written instructions containing details of work to be done or materials to be used in the construction of a building.

BRANZ – BRANZ Limited provides independent research, testing, consultancy and information resource for the building and construction industry.

Building Code – regulations, established under the Building Act, that set the minimum performance standards New Zealand Buildings must meet.

Building Consent – a consent for building work to begin in accordance with the approved plans and specifications. It is not a resource consent.

Building Consent Authority (BCA) – a regional or territorial authority acting as a BCA or private BCA registered under section 273 of the Act, responsible for performing functions under Part 2 of the Act.

Building Official – person employed by a Territorial Authority or Building Consent Authority whose main function is to ensure building compliance is achieved in accordance with the New Zealand Building Act, New Zealand Building Regulations and any other relevant legislation.

Building Warrant of Fitness (BWOFF or WOF) – a document issued annually by a building owner confirming that certain checks have been undertaken on compliance schedule items.

Certificate for Public Use (CPU) – a certificate issued by a Territorial Authority confirming that public premises are safe to use. This certificate is issued when there is a need to open or use public premises that are still under construction, and that have not yet been completed to a stage that a Code Compliance Certificate can be issued.

Certificate of Acceptance – a certificate issued by a council in special circumstances when a code compliance certificate cannot be issued which confirms that, to the extent an inspection was able to be carried out, the work complies with the Building Code

Code Compliance Certificate (CCC) – a certificate issued at the completion of building work confirming that the work has been completed in accordance with the building consent

For further information please contact:

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Compliance Document – a document, published by the Department of Building and Housing, that sets out a method of complying with a specific requirement of the Building Code. Though optional, Compliance Documents are commonly followed in domestic projects because they provide a straightforward recipe for building. The Compliance Document also comprises Verification Methods and Acceptable Solutions used for establishing compliance with the Building Code, previously known as an Approved Document. Compliance Documents include both Verification Methods and Acceptable Solutions.

Compliance Schedule – a document that lists the inspection, maintenance and reporting procedures for systems in a building (eg, lifts, fire alarms) to ensure their continued safety of operation. For single residential dwellings, compliance schedules are only required if there is a cable car.

Department of Building and Housing (DBH) – government body responsible for regulating the building industry and administering the Act.

Determination – a binding decision on matters of doubt about specific compliance with the Building Code or disputes over a BCA's decision. Determinations are made by the Chief Executive of the Department of Building and Housing. Determinations are legally binding unless overruled by a District Court on appeal. Property owners, councils and BCAs and licensed building practitioners can seek a determination.

Energy Work Certificate – a licensed plumber, electrician or gasfitter will give you an energy work certificate when they finish the work. It certifies the work has been done in accordance with the relevant codes.

Independent Qualified Person (IQP) – person qualified to inspect and report on items listed on a Compliance Schedule. Note: Independent Qualified Persons will be replaced by Licensed Building Practitioners as at 30 November 2009.

Land Information Memorandum (LIM) – a report issued by the council, usually to a potential purchaser. It lists information the council has about the property, including what Building Consents and Code Compliance Certificates have been issued.

Licensed Building Practitioner (LBP) – building practitioner whose name has been entered onto the Register of Licensed Building Practitioners and who is permitted, within his or her licence class, to design, construct or supervise restricted building work. Note: The provisions relating to Licensed Building Practitioners and restricted work do not come into effect until 30 November 2009.

New Zealand Fire Service Commission (NZFSC)

New Zealand Historic Places Trust (NZHPT) – body set up to protect and preserve New Zealand's heritage.

Notice to Fix – a notice issued by a BCA, a council or regional authority for breaches of the Building Act or regulations (eg, where building work does not comply with the Building Code). It specifies what remedial work must be done and by when. It is an offence to fail to comply with a notice to fix and a building owner can be fined up to \$200,000, plus a further \$20,000 a day as long as the offence continues.

Plans and Specifications – the documents according to which building work is proposed to be constructed, altered, demolished or removed. They include proposed procedures for inspection during construction, alteration, demolition or removal.

Producer Statement – a statement confirming that plans, specifications, or completed works comply with the technical requirements to satisfy the Building Code. A Producer Statement will usually be issued by a recognised specialist, for example, engineer, architect, appraisal organisation or competent contractor. It is up to the Building Consent Authority to decide whether to rely on such a statement.

Product Certification – certification by a product certification accreditation body that a specific building product, system or method meets nominated provisions of the Building Code if used in accordance with conditions on the product certificate.

Project Information Memorandum (PIM) – a report that can be issued before a Building Consent is issued or with the Building Consent that lists any requirements under Acts other than the Building Act (eg, the Resource Management Act). It also includes information likely to be relevant to the proposed work, such as potential erosion or flood risk.