1. **Purpose**

1.1 Council is legislatively required to have a Building Inspection Policy and to provide an inspection service in-line with that policy for buildings within Light Regional Council.

1.2 Building inspections are required to be undertaken in accordance with legislative requirements, and in-line with available human resources.

1.3 This policy has been prepared to ensure that:

    1.3.1 building work within Light Regional Council region is of a high standard; and,

1.4 There is compliance with Development Approvals within Light Regional Council.

2. **General Principles**

2.1 Council’s policies are guided by principles of ‘sustainability’, good governance, advocacy, regulations and service provision. More guidance is provided in Council/Corporate/Procedural Policies, Council’s Strategic Plan and other relevant documents.

2.2 This policy:

    2.2.1 Is based on a minimum approach to achieve the objective of an increase in consumer protection as required by the legislation *(Development Act 1993 (‘the Act’) now transitioning to the Planning, Development and Infrastructure Act, 2016)*.

    2.2.2 Recognises that inspections relating to life safety, building fire safety, dangerous structures and building complaints will take priority over other inspections.

    2.2.3 Recognises the inherent danger and increased risk to life and safety attributed to swimming pools, buildings with long span trusses and buildings containing large numbers of people, e.g. shopping centres, post-disaster buildings and assembly buildings and the like.
3. Definitions for the purposes of this Policy

3.1 Authorised Officer – an employee of Council appointed as an ‘Authorised Officer’ under the Act and holding relevant qualifications as set out in the Development Regulations 2008 ‘the Regulations’ under the Act.

3.2 Developers – a person or corporate entity exercising a particular Development Approval issued under the Act.

3.3 Swimming pool – means an excavation or structure that is capable of being filled with water and is used primarily for swimming, wading, paddling or the like and includes a bathing or wading pool or spa pool (but not a spa bath).

3.4 Swimming pool safety features – means a fence, barrier or other structure or equipment prescribed by regulation.


4. Policy Requirements

4.1 Mandatory Notification Stages

With regard to Section 59 of the Act and the Principles outlined in Part 2 of this policy, Council requires notification from Developers at the stipulated stages of building work noted within section 74 of the Regulations.

These notification requirements are outlined on each individual Decision Notification form issued by the Council.

Authorised Officers will actively pursue notifications for inspections and shall, after reasonable warning and at the discretion of the Department Manager, issue expiation notices for building work undertaken without mandatory notification being provided to Council in accordance with the Section 74 of the Regulations.

4.2 Legislative Audit Inspections

Authorised Officers shall inspect building work in accordance with prescribed legislative requirements after being notified of a mandatory inspection stage.

Any inspection regime associated with swimming pools and spas will be restricted to field testing which will ensure that the swimming pool safety barriers comply with the Australian Standard 1926 - 2012 as referenced in the National Construction Code.

Design and construction of the swimming pool safety barrier will be inspected visually to ensure dimensions and layouts comply with the requirements of the Australian Standard and with the Development Approval. Strength and rigidity testing of the barrier will be limited to an onsite physical test of the barrier undertaken by the Authorised Officer using their body weight or similar to try to determine any weakness or similar of the structural components of the barrier, including panel infill, top and bottom rails, rods, paling, pickets or the like. The inspection for safety barriers does not include a complete strength and rigidity test as designed in the standard and will exclude the use of testing apparatus on site.

4.3 Other Inspections

Beyond the mandatory inspections required to be undertaken, Council, via this policy, will complete the following inspections on a priority basis:

4.3.1 Council Buildings

4.3.1.1 At final completion prior to occupation.
4.3.2 Commercial and Industrial buildings (Classes 2-9)

4.3.2.1 As required to assist the Building Fire Safety Committee to carry out its functions;

4.3.2.2 On receipt of a complaint (which may require later referral to the Building Fire Safety Committee);

4.3.2.3 Prior to issuing of a Certificate of Occupancy by Council building officers; and

4.3.2.4 Upon receipt of a Certificate of Occupancy from a private certifier for large scale buildings (exceeding 500m²).

4.3.3 Dangerous and Unsafe Structures

4.3.3.1 When notified by the general public or other Council officers of a structure that may pose such a risk.

4.3.4 Complaints and Customer Service Inspections

4.3.4.1 Authorised Officers continue to provide on-site inspections to assist in queries from the general public; and

4.3.4.2 Authorised Officers continue to provide follow-up inspections on receipt of complaints from the general public.

5. Policy Implementation and Review

5.1 This Policy will come into effect from the date of Council resolution.

5.2 This Policy shall be reviewed as required by Council or legislation.

Policy History:

1. **Adopted – Meeting of Council held Tuesday, 22 March 2011.**
   
   Note: Due to a numbering discrepancy a report was submitted to the Infrastructure & Regulatory Services Committee meeting of 5 April 2011 and the recommendation from there was adopted by Council at its ordinary meeting of Wednesday, 27 April 2011 whereby the incorrect policy number was amended to read 4.7.

2. **Amendment No. 1 adopted by Council on Tuesday 26 June 2012, refer Council Minute 9.1, Page 2012/1483.**

3. **Amendment No. 2 adopted by Council on Tuesday 25 February 2014, refer Council Minute 10.3.2, Page 2014/25.**

4. **Amendment No. 3 adopted by Council on Tuesday 9 December 2014, refer Council Minute 11.4.3, Page 2014/398.**

5. **Amendment No. 4 adopted at by Council on Tuesday 22 August 2017, refer Council Minute STR9.3.2/2017,Page 2017/292.**