



DISTRICT COUNCIL OF LOXTON WAIKERIE

Building & Swimming Pool Inspection Policy

Policy Identification:	
Policy type:	Council
Summary:	The policy recognises that inspections relating to life safety, building fire safety, dangerous structures and building complaints will take priority over other inspections.
Record number:	3.63.1
Date of adoption or approval:	17 August 2012
Date of last review:	15 June 2018
Next review date:	June 2020 Every 2 years
Approval:	Council
Responsible department:	Corporate and Community Services
Responsible officer:	Director Corporate and Community Services
Review officer:	Manager Regulatory Services, Development Officer - Building
Consultation required:	
Relevant references:	
Delegations	
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Legislation:	Development Act 1993 The Development Regulations 2008 – Regulation 74 & 80AB The Building Code of Australia – Volume 1 Part A3 & Volume 2 Part 1.3 Development (Trusses) Variation regulations 2011
Related policies:	
Related procedures:	Decision Notification Form

1. Introduction

Council is committed to achieving legislative requirements and creating an environment where strong, vibrant communities can prosper through confident and proactive leadership.

2. Strategic reference

Financial and risk management: : strategy 4.1.6: development of a risk management system that is not risk adverse and enables innovation.

3. Purpose

1. To provide and inspection service for buildings under construction within the District Council of Loxton Waikerie in accordance with legislative requirements and in line with available human resources.
2. To ensure building work within the District Council of Loxton Waikerie is of a high standard.
3. To ensure that there is a high degree of compliance with Development Approvals within the District Council of Loxton Waikerie.

4. Principles

Council's policies are guided by principles of 'sustainability', good governance, advocacy, regulations and service provision. More guidance is provided in Council Policies, Procedures, Council's Strategic Plan, Annual Business Plan and other relevant documents.

This policy is based on a minimum approach to achieve the objective of an increase in consumer protection as required by the Development Act 1993 ('the Act').

The policy recognises that inspections relating to life safety, building fire safety, dangerous structures and building complaints will take priority over other inspections.

The policy recognises the inherent danger and increased risk to life and safety attributed to swimming pools, building with long span trusses and buildings containing large numbers of people (e.g. shopping centres, post-disaster buildings and assembly buildings and the like).

This policy recognises that Section 59 of the Act provides that the Council is required to be notified at the following stages of building work:-

- 1 business days' notice of commencement of building work on the site.
- 1 business days' notice of the intended commencement of any stage of the building work specified by the Council by notice in writing to the building owner on or before development approval is granted in respect of the work;
- 1 business days' notice of the intended completion of any stage of the building work specified by the Council by notice in writing to the building owner on or before development approval is granted in respect of the work;
- 1 business days' notice of the completion of all roof framing forming part of the building work (apart from transportable buildings and Class 10 buildings not attached to the roof framing of another building of another Class);
- 1 business days' notice of completion of the building work.

This policy has been developed to meet Council's core values. Our core values are the principles, attributes and qualities we hold as important that we will display in the way we go about our business.

We are
GENUINE

Adhering to moral and ethical principles, being honest, accountable, trustworthy and authentic.

We will
LISTEN

Communicating as well as engaging the community in an open, honest and constructive manner at all times.

We are
CARING

Showing respect, compassion and empathy and being supportive of each other and our community.

We will be
INNOVATIVE

Seeking out and making use of new ideas and opportunities, showing initiative and being progressive, proactive and creative.

We are
UNITED

Working as a team in an inclusive, co-ordinated and collaborative manner to achieve our common goals.

We will aim for
EXCELLENCE

Consistently delivering quality service outcomes and endeavouring to be a high performance organisation.



5. Definitions

Authorised Officer an employee of Council, appointed as an 'Authorised Officer ' under the Development Act 1993 holding relevant qualifications as set out in the Regulations under the Development Act 1993.

6. Policy Statement

6.1 Mandatory Notifications Stages:

With regard to Section 59 of the Act and the Principles outlined in Part 2 of this policy, Council requires a minimum one business days' notice at the following stages of building work;

In relation to Class 1 Buildings (not including transportable buildings):

- Prior to the commencement of building work on the site.
- At the footing stage after reinforcement is laid and prior to the pouring of concrete,
- At the completion of roof framing,
- At completion of the building work and prior to occupation of the building.

In relation to Class 1 Transportable Buildings:

- At completion of the building work and prior to occupation of the building.

In relation to Class 10 buildings:

- At the footing stage after reinforcement is laid and prior to the pouring of concrete for retaining walls, pylon signs and the like and structures encroaching on public places,
- At completion of roof framing where the structure is attached to the roof framing of another building.
- At completion of the building where the structure is not attached to the roof framing of another building.
- At completion of the building where the structure is a private bush fire shelter

In relation to Class 10 buildings where the site involves the construction of a swimming pool (including safety fences and barriers associated with such swimming pools):

- One business day of notice of intended commencement of building work on site ;
- One business day notice of completion of the construction of the swimming pool (before the pool is filled with water);
- One business day of notice of the completion of construction of a safety or barrier for a swimming pool.

In relation to Class 2 – 9 buildings

- Prior to the commencement of building work on the site.
- At the footing stage after reinforcement is laid and prior to the pouring of concrete,
- At the commencement of any fire walls and/or smoke barriers,
- At the completion of roof framing,
- At the completion of the building and prior to occupation of the building.

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.

6.2 Audit Inspections

Authorised Officers shall make their best endeavours to inspect building work within 48 hours of being notified of a mandatory inspection stage and shall over a period of 12 months endeavour to achieve the following minimum inspection rates;

Class of building	inspection rate %	comments
1 ¹	66	involving the construction of roof framing where a licensed builder is responsible for building work.
1 ¹	90	involving the construction of roof framing where no licensed builder is responsible for building work.
1	20	Transportable Buildings – i.e. constructed off site.
10	90	Structures where the roof framing is attached to the roof framing of another building.
10 ²	100	Swimming Pools where the work involves the construction of a swimming pool(including safety fences and barriers associated with such swimming pools) within the area of the council
10	50	Pylon signs, retaining walls and the like.
7 - 8	10	Portal Frame buildings.
2 – 9	90	excludes Class 7 & 8 portal frame buildings.
1 – 10	90	Structures encroaching on a public place.
10	10	Structures not otherwise captured above.

Note ¹ : Excludes transportable buildings

Note ²: A number of inspection equal to 100% of the building rules consents issues over the course of the year for building work involving the construction of swimming pools:

Of these:

- at least 80% of swimming pools will be inspected within 2 weeks of Council being notified of completion of the permanent swimming pool child safety barriers;
- no more than 20% of swimming pools will be inspected within 2 months of Council being notified of the completion of the permanent swimming pool child safety barriers.

6.3 Other Inspections

6.3.1 Council Buildings

All stages of construction

6.3.2 Fire Safety

- Assist the Building Fire Safety Committee to carry out its functions as required.
- Carry out initial assessment on receipt of a complaint (with later referral to the Building Fire Safety Committee).

6.3.3 Dangerous Structures

As required

6.3.4 Dams and Similar Earth Structures

Are considered to be of a specialist nature and outside the qualifications of Council's Authorised Officers.

6.3.5 Complaints and Customer Service Inspections

- Authorised Officers continue to provide onsite inspections to assist in queries from the general public.
- Authorised Officers continue to provide follow up inspections on receipt of complaints from the general public.

7. Associated documents

Each mandatory notification stage shall be noted on the Decision Notification Form. A copy of the notification received from the builder shall be placed in the development file and if such notification is carried out over the phone, the officer taking the phone notification shall place a note in the file detailing the details of the notification, including the notification stage, name of the person providing the advice, development application number or site address, date and time of notification.

Each inspection completed shall be recorded in the development file. For statistical purposes each inspection carried out shall be recorded.

8. Reference and Relevant Legislation

The Development Act 1993 – Section 59 & 71A
The Development Regulations 2008 – Regulation 74 & 80AB
The Building Code of Australia – Volume 1 Part A3 & Volume 2 Part 1.3
Development (Trusses) Variation regulations 2011

9. Availability of the policy

This Policy will be available for inspection at the Council Offices at Loxton or Waikerie during ordinary business hours at no charge

Copies of this Policy will also be available from Councils website www.loxtonwaikerie.sa.gov.au or postal copies may be obtained from the Council Office free of charge.

10. Document history and version control

Date	Version	Authorisation:- council/ committee/ senior management team	Amendment details
17/08/2012	1.0	Council at the meeting of 17 August 2012	First version – entitled Building Inspection Policy
16/04/2014	2.0	Council at the meeting of 16 April 2014	Titled: Building and Swimming Pool Inspection Policy Additional requirements under legislation regarding sites that involve construction of a swimming pool.
19/06/2015	2.0	Council at the meeting of 19 June 2015	No changes noted
17/06/2016	2.0	Council at the meeting of 17 June 2016	Amendment of the strategic reference, addition of document history and version control and extension of the review period to every 2 years.
15/06/2018	2.1	Council at the meeting of 15 June 2018	Minor change to update document history and version control and the addition of council's value statement