






Inspection Type	Inspection Detail
<b>Pre Construction Meeting</b>	<p>A Pre Construction Meeting to establish the inspection regime is required with the project manager. Please call 03 450 0369 to arrange this meeting.</p> <p><i>Use for complex residential or commercial projects to establish the inspection regime (i.e. large buildings, multiple apartments, complex builds or multiple buildings on the site).</i></p>
<b>Foundation and Slab</b>	<p>Inspection covers:</p> <ul style="list-style-type: none"> <li>▪ <b>Siting:</b> Location of building matches the plans</li> <li>▪ <b>Foundations:</b> Trenches dug, boxing and reinforcing in place</li> <li>▪ <b>Piles (Timber + Concrete):</b> Siting, bearing, holes and piles (held in place)</li> <li>▪ <b>Slabs:</b> All slab types e.g. traditional, raft &amp; suspended, assessed for siting, bearing, fill, trenches DPM, insulation, load paths, reinforcing and mesh</li> </ul> <p><i>Use to establish siting and foundation compliance.</i></p>
<b>Drainage</b>	<p>Inspection covers:</p> <ul style="list-style-type: none"> <li>▪ <b>Foul Water:</b> Under slab &amp; external drains laid to correct falls ready for connection, drains are to be charged with test on</li> <li>▪ <b>On-site Wastewater Disposal:</b> Septic tank in and connected, effluent field in and ready to have pipes covered</li> <li>▪ <b>Stormwater:</b> Under slab &amp; external drains laid to correct falls ready for inspection, under slab stormwater drains to be charged with water level test in place</li> <li>▪ <b>Soak Pit:</b> Capacity, filter cloth, inspection point, rock size or containers</li> <li>▪ <b>Water Supply:</b> Under slab, insulated &amp; frost protection</li> </ul> <p><i>Use when there is greater than 3 new fixtures in ground and under slab drainage. Stormwater associated with all new building except outbuildings.</i></p>
<b>Concrete and Blockwork</b>	<p>Inspection covers:</p> <ul style="list-style-type: none"> <li>▪ <b>Block Walls:</b> Reinforcing, height of pour, cleanouts and control joints</li> <li>▪ <b>In-situ Beams + Columns:</b> Formwork, reinforcing, height of pour</li> <li>▪ <b>Precast Beams + Panels:</b> Beams and panels in place, thickness, supported</li> </ul> <p><i>Use where concrete wall greater than 1.5m designed and not proposed to be inspected by an engineer.</i></p>
<b>Tanking</b>	<p>Inspection covers:</p> <p>Below ground membrane installed (prior to backfill):</p> <ul style="list-style-type: none"> <li>▪ Product, installation, protection and drains</li> </ul> <p><i>Use when tanking is applicable to an occupied space.</i></p>
<b>Framing and Substrates</b>	<p>Wall / roof framing, bracing hold-downs and roof membrane substrates in place and ready for wraps or membrane to be installed:</p> <ul style="list-style-type: none"> <li>▪ <b>Subfloor:</b> Pile bracing, bearers, joists and connections</li> <li>▪ <b>Flooring:</b> Material used, fixings</li> <li>▪ <b>Framing:</b> Plates, studs, trimmers, mechanical fixings</li> <li>▪ <b>Midfloor:</b> Joists, blocking and connections</li> <li>▪ <b>Bracing:</b> Walls, floors, ceilings, roofs, mechanical fixings</li> <li>▪ <b>Passive Fire:</b> Intertenancy and boundary fire walls framing and mechanical fixings</li> <li>▪ <b>Roof:</b> Rafters, trusses, purlins and mechanical fixings</li> <li>▪ <b>Membrane Roof/Gutter Substrate:</b> Substrate in place fixed ready for membrane</li> </ul> <p><i>Use when there is any building work involving any of the above structural elements, either new or greater than 3 elements altered.</i></p>

<p><b>Pre Cladding</b></p>	<p>Wraps, flashings and cavity system installed ready for cladding &amp; joinery:</p> <ul style="list-style-type: none"> <li>▪ Check wall wraps, window tapes and cavity batten system</li> <li>▪ Check that roof and flashings are complete</li> </ul> <p><i>Use when there are cavity battens and internal lining (not required for out buildings).</i></p>
<p><b>Half High Veneer</b></p>	<p>Lintels and half high veneer / stone cladding installed:</p> <ul style="list-style-type: none"> <li>▪ Ties, cavity, drainage / ventilation, lintel support, control joints</li> </ul> <p><i>Use when stone, brick, schist veneer proposed with a cavity (not required around posts).</i></p>
<p><b>Pre Lining</b></p>	<p>Plumbing, other services, insulation, fire and acoustic systems installed ready for internal linings:</p> <ul style="list-style-type: none"> <li>▪ <b>Plumbing:</b> Foul water, suspended drains, stacks, portable water and hot water systems installed with water test on and holding</li> <li>▪ <b>Building:</b> Moisture content, passive fire, insulation (ceilings, walls)</li> <li>▪ <b>Other Services:</b> Extracts, and HVAC systems in place</li> <li>▪ <b>Inbuilt Fire:</b> installed and clearances checked</li> </ul> <p><i>Use when more than 3 new plumbing fixtures, fire and/or acoustic systems, inbuilt solid fuel heater (woodburner not gas) and other services are proposed.</i></p>
<p><b>Post Lining</b></p>	<p>Linings installed ready for stopping:</p> <ul style="list-style-type: none"> <li>▪ <b>Fire Rated and Intertency Elements:</b> completed to exterior and roof line</li> <li>▪ <b>Sheet Bracing Elements</b></li> </ul> <p><i>Use when there is &gt;5 bracing elements or intertenancy elements.</i></p>
<p><b>Tile Membrane</b></p>	<p>Wet area undertile waterproofing membrane installed ready for tiling.</p> <p><i>Use for wet area showers with tiles proposed (vinyl showers assessed at final). Not applicable to tiled areas above baths, vanities, and basins/tubs.</i></p>
<p><b>Specified Systems</b></p>	<p>Specified systems completed and commissioned.</p> <p><i>Use for new buildings with new systems. Or substantial alterations and / or additions to existing specified systems.</i></p>
<p><b>Certificate of Public Use</b></p>	<p>Sufficient building work completed for the public to use the building safely before issue of Code Compliance Certificate.</p> <p><i>Use for new builds or alterations where the public has access to the building or area of work (does not include places of employment, such as offices where only staff have access).</i></p>
<p><b>Final</b></p>	<p>All approved building work completed:</p> <ul style="list-style-type: none"> <li>▪ Sewer, stormwater and water are operational</li> <li>▪ Electrical and gas work is commissioned</li> <li>▪ Claddings, fixtures, access routes, barriers and accessible facilities are installed</li> </ul> <p><i>Applies to every building consent.</i></p>

TA Inspections (outside of building consent)	
Pool and Spa Barrier	Residential pools and spas triennial inspection for compliance
Certificate of Acceptance	Certificate of acceptance inspection of visible work
Compliance Assessment	Assessment for enforcement: <ul style="list-style-type: none"> <li>Recommendation for next steps after complaint or significant event e.g. no further action, warning, infringement, notice to fix (NTF), dangerous building</li> </ul>
BWoF Audit	Audit of specified systems on compliance schedule

## Inspection Element Outcomes

An Inspection Element may have 1 or more questions. The following outcomes can be applied to each question:

-  **Not Started** Question has not been inspected. Inspection is required
-  **In Progress** Question has been inspected and the work is compliant but not complete. Once complete, reinspection is required
-  **Pass** Question has been inspected and no further action is required.
-  **Fail** Question has been inspected and aspects of it are noncompliant. Remediate any noncompliant work before reinspection is required
-  **N/A** Question is not applicable to this consent and no further action is required

**Please Note:** The inspection types will remain 'in progress' until all building work within the inspection type is completed, this may require multiple inspections.