

5. CITY COUNCIL REGULATORY SERVICES RESPONSE TO EARTHQUAKE DRIVEN DEMANDS



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PURPOSE OF REPORT

1. The purpose of this report is to:
 - (a) inform Council about the developments underway to speed up and streamline the processing of future consents; and
 - (b) establish a format for the monthly report on consenting the Council has requested at the first Council meeting of each month.

EXECUTIVE SUMMARY

2. The report outlines:
 - (a) technology, resource and process changes to meet the expected increase in 2012 (and going forward) of subdivision, resource and building consents; and
 - (b) proposed reporting measure for earthquake related building consents, building inspections, code compliance certificates and resource consents.

STAFF RECOMMENDATION

It is recommended that the Council:

- (a) receive the information in this report; and
- (b) adopt the reporting measures set out in the section below headed "Reporting Measures".

BACKGROUND (THE ISSUES)**ANTICIPATED CONSENTING ISSUES****BUILDING CONSENTS**

3. As a result of discussions with insurers and their project management offices it is anticipated that there will be a large increase in the volume of building consents, that is estimated to lead to an additional 10,000 building consents for repairs or rebuilds for residential and commercial buildings per year for at least three years.
4. The two anticipated immediate challenges with this anticipated increase in volumes are:
 - (a) what is the number of earthquake related building consent applications that the Council will be receiving?
 - (b) when will those applications be received by the Council?
5. Answers to these important questions will enable the Council to plan for the additional resources that the staff anticipates will be required to manage this building consent increase. It is expected that the volume of consent applications will increase slowly and gradually over the next few months.
6. The current lull in consent volumes continues because of hesitancy on the part of insurers to release funds for the rebuild. The lull has been offset to some degree by smaller projects to get some business activity going even before major rebuild projects are contemplated i.e. Quinns in Merivale, Carlton Corner, etc. We expect significant increases in building consent applications and the ensuing building inspections. The increases we expect are described as where normally we would see in the thousands each year we can now expect over ten thousand per year.

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IMMEDIATE EARTHQUAKE RESPONSES

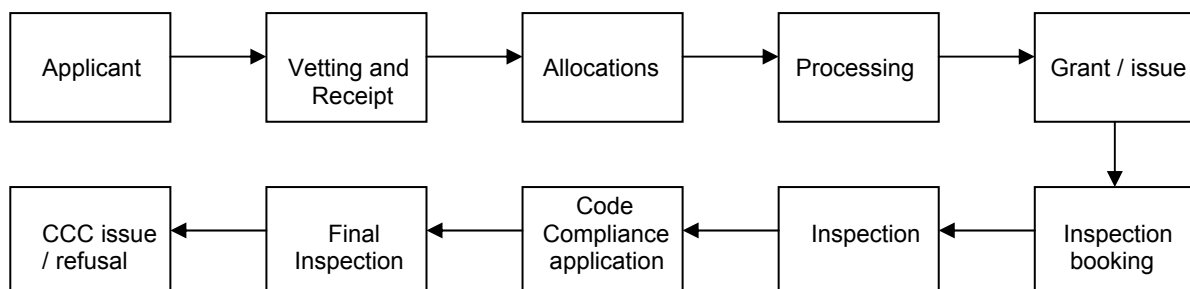
7. There are four significant responses to the repairs and rebuilds of property arising out of the earthquakes. The first is the development of insurance company aligned Project Management Offices (PMOs) operated by major project management firms. The insurance company/project managers are:

<u>PMO</u>	<u>Insurer</u>
Fletchers	EQC
Arrow	AMI
Hawkins	NZU/IAG/State
Mainzeal	Vero
Maxum	FMG
Ireland	Lumley (commercials)
Horncastle Homes	Lumley (residential)
Stream	Tower

8. These PMO's are expected to handle a majority of residential repairs and rebuilds. The PMOs serve as facilitators between the insurance company, the property owner and the various contractors required on each job of repair or rebuild. Their particular requirements have been a significant driver in the Council thinking on how best to interact with the PMO and their contractors.
9. The next response is to coordinate redevelopment initiatives within the CBD/four avenues. This is driven in part by the new Central City Plan and the need to comply with that and also the private sector desire to get CBD businesses back up and running as quickly as possible – as and when insurance funds are released. There is further comment on this below.
10. Businesses have been very active in seeking to install temporary buildings and/or to secure temporary alternative locations. This has been seen in the temporary accommodation permits granted by the Council to assist businesses displaced by the earthquakes.
11. There are many examples of illegal and/or unconsented building works and occupation of buildings without correct regulatory approvals. This is happening because owners and their agents do not understand fully the need for building or resource consents or because they believe such works are authorised as part of emergency response, noting that the state of emergency expired in late April 2011. Further comment on this issue is below.

BUILDING CONSENT DEVELOPMENTS

12. Below is a chart showing the typical building consent process end to end view:



13. Staff have commenced a number of initiatives to assist in managing the anticipated increase in the volume of consents, and particularly building consents.

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BUILD EXPRESS

14. Staff have undertaken a development project, with an internet based document sharing platform at the core, in order to better manage the projected increase in a significant number of the consent demands. The project document management system is called Aconex and is widely used amongst the insurance company PMOs and was used by Council for the Central City Plan development.
15. Aconex requires registration of users, allowing controlled access to projects and in this case each application is a project. The Aconex system and associated consent application process will be marketed as 'Build Express' to the users. Aconex and the Build Express service in effect acts as an electronic table top where all the documents and plans and the sequence of amendments and additional input can be viewed by all parties, anywhere with web access, 24/7, 365 days a year.
16. What this new service delivers is:
 - any Build Express registered project stakeholder can review a selected range of their project documents 24/7, 365 days a year wherever they have adequate internet access
 - we can offer easier pre-application services that allows a wider engagement on the single set of documents held in Build Express. Pre-application advice documents can be held in the same project folder. The applicant can add to this at any time and activate formal consent application as and when they choose
 - applicants can go online and check what stage of the process their consent is at. They do not need to call on the phone
 - allows the Council to develop better distributed consent processing capability. Any building consent officer or engineer in the country can immediately access all project documents if invited to do so. They will also see the full pre-application notes if required as well
 - facilitates better concurrent processing of consents - significantly reducing the sequential service queues and the hand over backlogs
 - applicants and processing officers have an improved 'whole project' view
 - applicants can see their whole project portfolio. Key agents such as designers, licensed building practitioners, etc, can see their own individual portfolio of jobs they are associated with
 - PMO and group housing companies can see their portfolio of projects that are being served within Build Express
 - the PMO Project Managers can keep a close watch on their contractors and how they work with Council
 - building inspection results are placed directly into Build Express and so visible to all, including the PMO Project Managers
 - all documents required for Code Compliance Certificate can be placed in Build Express so there is a full view of all documents, and any missing documents, when that application is made.
17. Ultimately Build Express delivers new capability in pre-application meetings for all consent applications, building and resource consents. For pre-application meetings it provides the document sharing platform for concept drawings where a number of stakeholders, internal and external, can review the full suite of documents. This will allow a decision on attendance at pre-application meetings and those attending being able to give more complete and credible advice.

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RISK BASED CONSENTING

18. In addition to Build Express, staff have been working very closely with the Department of Building and Housing on a Risk Based Consent Process for building consent applications. A Risk Based Consenting system is a simplified and more prescribed building consenting process for low risk building consents (low risk work that involves also automatic work and no inspections) and certain simple residential building work at the lower-risk end of the spectrum, such as a simple single-storey house build using proven methods and design with low structural and weather-tightness risk. The changes with this risk based approach apply to both the building consent granting process and the building inspections. A diagram showing the risk based consenting process is attached.
19. For building work that does not qualify for risk based consenting normal consenting, and inspection processes would apply.
20. This risk based approach has been foreshadowed nationally in the Building Amendment Bill (No. 3) currently before Parliament. The earthquakes in Canterbury have meant that the Department of Building and Housing has been in discussion with Christchurch City, Selwyn and Waimakariri District Councils regarding implementing this new process in their districts to assist with the building rebuild in anticipation of the legislation being passed by Parliament later this year.
21. The Council has been working with its insurer so it is fully informed of these changes.

LICENSED BUILDING PRACTITIONERS

22. Separate from these measures adopted by the Council, the Department of Building and Housing is implementing changes nationally regarding the Licensed Building Practitioners (LBPs).
23. The Department's website states:

"The Licensed Building Practitioner (LBP) scheme is one of the changes in the Building Act 2004 to encourage better building design and construction. The public can have confidence that licensed building practitioners working on their homes and buildings are competent, and that homes and buildings are designed and built right the first time. Licensing promotes, recognises and supports professional skills and behaviour in the building industry. Over time, the emphasis on education and training, along with better career pathways, will increase. From 2015 it is proposed that licensing will be qualifications-based. In the meantime, the scheme is competency based. Competent builders and trades people, with a good track record, can have their skills and knowledge formally recognised, whether they are trade-qualified or not. A number of people without formal trade qualifications have already been assessed as competent and have their licences."
24. Nationally from 1 March 2012 critical building work that is known as Restricted Building Work, must be done by an LBP. Registered Architects and professional chartered engineers are deemed to be LBPs. Restricted building work is only a subset of all building work. It will apply only to work that requires a building consent.
25. Restricted building work is building work which is the construction or alteration of:
 - (a) the primary structure of a house or a small-to-medium apartment building; or
 - (b) the external moisture-management system of a house or a small-to-medium apartment building.
26. The kinds of building work are:
 - (a) bricklaying or block laying work
 - (b) carpentry work
 - (c) external plastering work
 - (d) foundations work
 - (e) roofing work.

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PRE APPLICATION MEETINGS

27. A number of designers did not have good familiarity with the provisions of the Building Code. This leads to applications being presented to the Council with either insufficient detail being provided or incorrect details which in turn leads to the Council requiring further information or needing plans to be amended before the application could be processed.
28. Staff believe that many of these issues can be addressed by the use of pre-application meetings where the Council's requirements under the Building Code can be provided to the owner and their designer directly around the table. Such meetings also have the advantage of ensuring other Council functions which may be involved in particular projects, such as liquor licences and health licenses, can be provided to the owner. The staff experience where such meetings have taken place is that it minimises the need to request further information from an applicant, which in turn leads to the statutory timeframes being achieved for the particular application.

BUILDING INSPECTIONS

29. At the present time there is no statutory timeframe or Long Term Plan approved measures governing the period of time between the request for an inspection and the delivery of that inspection. There is an internal Council measure that building inspectors deliver inspections within three working days of the inspection being booked and this is an internal KPI for the Council. This is being achieved 100 per cent at the present time.
30. Realising the need to get field information back to the office as quickly and cheaply as possible, the Council has adopted new hand-held technology for its building inspectors. These are A5 size pad devices that contain electronic forms, all tech reference manuals, camera and web based services. The inspectors now receive work schedules electronically and use the devices to populate electronic forms and accompanying photographs which are then emailed to office based administrative support. Such technology will result in significant process cycle time reductions.
31. There will no longer be a need for a building inspector to come to the office in the morning to receive schedules nor again at the end of day to drop off paperwork. The time taken for this travel can now be spent in the field performing more inspections and so as a minimum we expect an increase of at least one inspection per inspector each day.

CODE COMPLIANCE CERTIFICATES

32. The Code Compliance Team has a statutory timeframe to process applications for Code Compliance Certificates and Certificates of Public Use within 20 days. Resources are being increased to enable the statutory timeframes to be met.

RESOURCE CONSENTS

33. The Council does not anticipate the same high demand for resource consents going forward as with building consents/inspections. This is because the residential repairs/rebuilds on appropriately rezoned residential land will generally fit within the existing zoning rules so there should not be a need for a resource consent. If the owner of the shops wishes to replace like for like then that can be done under the exiting use rights provisions of the RMA without a need for a resource consent from the Council. The RMA provides that existing use rights can apply where the effects of the replacement building are the 'same or similar' in character, scale and intensity to the effects before demolition. The Council has taken the approach that with regards to the use of the word 'similar' that can provide up to a 25 per cent increase in floor area for a residential house as an example from what was previously established without the need for a resource consent.

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34. As with house building pre-earthquake there can often be situations now where land owners choose to arrange their rebuild which may trigger the need for, typically, a non notified resource consent. For example, the land owner may wish the garage to be half a metre closer to the footpath than what the district plan rules provide for in which case that is typically dealt with on a non-notified basis, or perhaps with the adjoining neighbours consent. The District Plan rules in Christchurch provide that on the flat one can build a two storey house generally as of right so that if home owners wish to take advantage of that situation then they will not need a resource consent to do so. Where it is proposed to rebuild in a flood management area in terms of Plan Change 48 a resource consent would be required.
35. The Council has found to date that there are some challenges in established areas of the city where there may be a group of local shops, typically built before the 1950's, where the block of shops has been damaged or demolished as a result of the earthquakes. However, the Council has found that in a number of these local shop situations the new development is well outside their existing use rights and the new proposal to develop the shops is seeking a 100 per cent increase in floor area – for example, by replacing a single storey strip of shops with a double storey. In that situation a resource consent is required by the City Plan. Also a number of these local shops are situated on residentially zoned land and the proposed development can have adverse impacts on the neighbourhood for issues such as traffic generation.
36. For example, the Council is aware of a group of shops in Holmwood Road where there were ongoing complaints to the Council pre-earthquake regarding car parking issues and there has been a proposal to increase the floor area of those shops with a consequent increase in the parking issues. Clearly there is a balance here between the interests of the shop owner in maximising his investment and the interests of the locals in terms of minimising the adverse impacts on adjoining neighbours. For this reason when these situations arise the Council will be following normal RMA processes.
37. Going forward into 2012, it is anticipated the number of applications received will continue to increase at a modest rate. The complexity level of applications is also anticipated to increase with large green-field subdivisions proposed, residential rebuilds in the Flood Management Areas, the rebuild of a number suburban commercial buildings, the Central City Area rebuild under a new set of rules, and a number of commercial building being proposed to compensate the Central City supply.
38. While subdivision numbers have not dramatically increased at this stage, there is increased level of associated complexity (due to geotechnical requirements) and numbers are also likely to increase at a modest rate. There are also a number of large green-field subdivisions either in progress or involved in pre-application meetings. These are complex proposals which involve a significant amount of staff time.
39. Planning checks on building consents is another area which will require significant staff time. With the large increase in building consent application numbers, this will have a corresponding increase for planning checks. While a large number of building consent applications will not need a planner undertaking the planning check because they are simply repairs, there will still be an increase given the anticipated increase in numbers.

TEMPORARY ACCOMMODATION

40. The standards for temporary accommodation have now been in place since 9 April 2011. They have generally worked well and have facilitated the relocation of many businesses and other activities whose premises were damaged in the September and February earthquakes. At the end of December 2011 392 activities had applied using the temporary accommodation provisions. Of these, 255 complied with the standards and 137 involved applications for site specific approval. 329 of the applications were for business activities to relocate, 34 for residential activities to relocate and 29 for the establishment of construction depots and storage facilities.
41. Looking ahead, it is expected that the number of applications will continue to slowly decline. It is also expected that recent changes to the standards, particularly the removal of the provision for retailing in Living Zones, will result in more applications requiring site specific consents.

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LIQUOR LICENCES

42. The total number of licensed premises has not fallen dramatically, with only 64 fewer premises as at 31/12/2011 as compared to the end of the 2010 year.
43. The Sale of Liquor Act (SOLA) makes provision for temporary relocation of licensed premises. Application and approval for temporary relocation is made direct to the Liquor Licensing Authority (LLA) in Wellington and to date they have approved relocation of 28 earthquake damaged licensed premises. There is no requirement for public notification under SOLA of these temporary relocation of licensed premises. Provided that the application complies with City Plan rules and Resource Management Act requirements around change of use, there are no grounds for the LLA to withhold temporary relocation approval. It is worth noting that there have been several premises who have not taken advantage of this provision instead choosing to apply for a on/off licence for a new site, e.g. Henrys Bottle Store on Yaldhurst Road which generated a large number of objections to the application.
44. It is evident that there is heightened public awareness and interest in liquor licensing issues with some applications attracting a considerable number of objections from the public. In 2010/11 no applications were referred to the LLA for determination as a result of objections received. In contrast, for the 2011/12 year to date five applications have been referred to the LLA for determination due to the volume of public objections received. However it must be noted that the majority of these objections do not meet the criteria for what can be objected on/to within the Act. It is interesting to note that all of these applications relate to an off licence typically standalone bottle stores.
45. The licensing team have received 68 new applications since July 2011, the majority relating to new on licence applications (49 applications or 30 per cent) and off licences (17 applications or 25 per cent) according to their licence and premise type.
46. With the ongoing closure of the CBD area Christchurch people have moved to licensed premises operating within suburban areas like Riccarton, Papanui, and Merivale. There is still a public demand for entertainment/social venues of which licensed premises provide eating and drinking options. Liquor businesses in these areas have been under increasing patronage pressure to increase their hours however current City Plan rules are more restrictive in these suburban areas than the CBD entertainment areas. This will continue to be an ongoing problem until such time as sufficient rebuild takes place for the late night drinking public to return to the CBD.
47. The Liquor Licensing Team does not see a need to increase staff numbers at this time as demands are able to met with existing resources.

HEALTH LICENSING

48. The Health Licensing team oversee the registration of food, hairdressers, camping grounds and funeral parlours.
49. The total number of premises registered by the Council dropped by some 23 per cent over the past year (2403 down to 1840) and is due to earthquakes and this is almost entirely within food premises.
50. However, these losses have been offset by premises both reopening and also starting up in new locations where business opportunities have arisen due to population shifts. Food premise figures to December 2011 indicate a 6 per cent increase from 1494 at July 2011 to 1590 premises currently. As business recovers, and particularly when the CBD areas reopen and repopulate, the team expects to see a slow and steady increase of food premise registrations towards pre-earthquake numbers.

COMMUNICATIONS

51. Staff are developing clear and consistent communications regarding earthquake recovery consents for developers, home and business owners and the public.

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52. The Council has a process to continually improve the consent communications to stakeholders; including developers, home and business owners and the public. The objective is to promote clear, consistent messaging that builds on three principles:
- Raising Awareness of the service: “we are open, we are available, we offer you advice, we face unprecedented challenges”. This is primarily targeted at the residential community.
 - Positively: “we are helping Christchurch rebuild, the number of consents shows the speed of recovery”. This is targeted at both the residential and commercial communities.
 - Challenge: to build confidence that that we are meeting the challenge - “we have received x consents, we have processed them on time, we are ready for more, we are committed”. This is primarily targeted at the commercial community.
53. To date a range of advertising to raise public awareness about the consenting and inspections process, to encourage people to come to the council for advice and to raise awareness about the need for consents, is being undertaken.
54. There have been a range of channels used to reach the public, including:
- radio interviews
 - newspaper advertising
 - information posted in the Our Christchurch section in the papers
 - advertising in targeted building publications (master builders website advert)
 - and flyers and brochures provided at service centres and libraries.
55. The Council’s website is being updated currently to help create a more user friendly portal for consent information, and a DVD showing the end to end process is due to go live this summer on the website to provide a simple overview of the end to end consenting process.
56. To target the building fraternity a range of stakeholder meetings have been held with PMOs, group housing companies and large businesses/stakeholders e.g. Westfield Mall and Canterbury University.
57. Three joint seminars, with the DBH, are being arranged before 1 March 2012 for Licensed Building Practitioners and builders to hear first hand about foundation designs, restricted work and the consent process.

ADDITIONAL CHRISTCHURCH CITY COUNCIL STAFFING

58. Authorisation has been given for the recruitment of an additional 69 FTEs, on top of current establishment, and recruitment processes are currently underway to obtain those staff. Those additional staff include 17 building consent officers, 17 building inspectors, six planners, three engineers, four code compliance staff and the balance support staff in different roles. This list is based on predictions of the rebuild, repair numbers and timing provided by discussions with EQC and CERA in September and October 2011 and verified by Insurance Companies, Project Management Companies and Master Builders.
59. Council has found that there have been staff retention issues in the building area, particularly with the private sector headhunting building officials. A staff retention package was implemented in November 2011, which appears to have stemmed the flow of staff being attracted to major construction firms like Fletchers and Hawkins. A key feature of this package was a permanent 15 per cent remuneration increase for Building Consent Officers, Building Inspectors and Building Engineers.

UNAUTHORISED BUILDING WORK

60. Due to the enormity of the recovery effort required to rebuild Christchurch post the 22 February 2011 earthquake and the numerous large aftershocks since then, a different approach to enforcement is required in order to balance the public interest in progressing the rebuild in a timely manner whilst at the same time ensuring Council fulfils its statutory obligations.

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61. Post-earthquake unconsented building work is a significant issue with 177 cases known to the Council's Enforcement Team as at December 2011. However staff are concerned that an unreported amount of work that should be carried out under a building consent, and with inspections by the Council of that work, is not occurring. Staff are in the process of writing to EQC, the Insurance Council and PMOs enlisting their help in relation to work that is being done by or for these organisations on behalf of the building owners. The purpose of which is to have these organisations assure the Council that all repair work that they are arranging and/or funding, that needs a building consent, has had and will have the appropriate consent applications made to the Council.
62. Staff currently apply a risk-based prioritisation of complaints that pose a significant risk to public safety, including, but not limited to, dangerous¹ buildings and unconsented works with significant adverse effects.
63. Low risk scenarios could typically include premises that are not yet occupied where building work is underway or completed. This could also extend to an occupied premise with low occupancy numbers (i.e. less than 10 people) and minor to moderate building repair work excluding any significant structural repair. Staff would have some confidence of a structural repair being completed under the supervision of a Chartered Professional Engineer (CPEng).
64. Moderate to high risk cases would include building repair work that has been started and/or completed and may likely involve some structural element of repair or construction spanning from moderate to major building repairs, along with large scale public occupation or access to such buildings
65. The risk assessment framework developed to help segment complaints into low and medium/high risk will consider the following:
 - degree of building work that has been undertaken including any indication of structural repair
 - the level of co-operation with Council request to date from contractors and/or property owners including pertinent discussions and whether a consent has been applied for
 - the likely volume of occupancy - public and private i.e. how many employees per business; typical levels of public occupancy.
66. Every effort is made to bring the premises into compliance without the need for punitive enforcement action. This is achieved by working with the building owner/contractor to ensure consents and Code Compliances/Certificates of Acceptance are applied for and/or Certificates of Public Use are issued. Where, however, timely compliance cannot be achieved and the case is categorised as medium to high risk, then a firmer enforcement approach is applied including consideration of infringement notice action or prosecution.
67. To date staff have not had to resort to these tougher enforcement options, however, a number of complex cases are still being investigated. In addition, as our enforcement strategy transitions back to something similar to the pre-earthquake environment, a change towards tougher enforcement options will be required. Significant ongoing seismic activity within Christchurch and any future reviews of the risk-based prioritisation model may also require a change in enforcement approach.

REPORTING MEASURES

68. The Council has reporting measures for the granting of building consents and resource consents approved with the community, and agreed with Audit New Zealand (and as amended by the Council following the September 2010 earthquake), through its current 2009/12 Long Term Plan as follows:

¹ Insanitary building complaints are to be referred to the Environmental Health teams to be managed in line with the Health Act provisions and/or the Medical Officer of Health guidance.

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- Simple consents: 90 per cent of PIMs and simple consent applications (building works under \$10,000, resource consents with single non-compliance with rules related to sunlight and outlook, separation from neighbours, continuous building length and outdoor living space and subdivisions of less than three lots) processed in 15 days
 - Building Consents - Year to date (1/7/11 - 1/12/11): 93 per cent - December 2011: 96 per cent
Land use consents: - Year to date: 94 per cent, December 2011: 100 per cent
Subdivision Consents: Year to date: 100 per cent, December 2011: 100 per cent
 - Complex Consents: 85 per cent of complex applications (ie. not simple consent applications) and notified resource consents processed in statutory timeframes (20 working days).
 - Building Consents - Year to date (1/7/11 - 1/12/11): 75 per cent - December 2011: 86 per cent
Land use consents: - Year to date: 77 per cent, December 2011: 91 per cent
Subdivision Consents: Year to date: 71 per cent, December 2011: 88 per cent.
69. There is a significant amount of change underway as a result of anticipating the additional demand generated by the earthquakes. As referred to above there are new processes, new service streams, and new external supplier service relationships – all of these need to be well implemented and well controlled.
70. While consent processing is traditionally measured using per centage completion in 20 working days staff recommend that in addition to the LTP measures referred to above that there be a separate reporting mechanism each month regarding “earthquake related” building and resource consents, building inspections, code compliance certificates – such reporting to commence 1 January 2012. Staff believe they have the systems in place to identify earthquake related consents. Examples would be CBD, Sydenham and Lyttelton and PMO rebuild housing and PMO repairs that require a building consent. Similarly with resource consents.

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71. Attached for Councillor's consideration to adopt is a non LTP Performance Standard:

Non-LTP Performance Standards	Recommended LOS/ KPI	Rationale
<p>LOS Ref 1</p> <p>Processing of Project Management Office (PMO) earthquake related building consents (including processing of non-PMO consents, where property owner opts out of PMO process but documents are still submitted using the same electronic process)</p>	<p>For PMO residential consents (received after 31/03/2012):</p> <ul style="list-style-type: none"> • 99 per cent processed within 5 working days <p>For all other residential consents (after 31/03/2012):</p> <ul style="list-style-type: none"> • 99 per cent processed within 20 working days <p>For commercial category 1 and 2* consents (received after 31/03/2012):</p> <ul style="list-style-type: none"> • 97.5 per cent processed within 20 working days <p>For commercial category 3 consents (received after 31/03/2012):</p> <ul style="list-style-type: none"> • 97.5 per cent processed within 20 working days <p>'One Stop Shop' consents (received after 28/02/2012):</p> <ul style="list-style-type: none"> • 97.5 per cent processed within 20 working days 	<p>It is expected that the volume of consent applications will increase slowly and gradually over the next few months. Operations regarding earthquake related consents processing is expected to increase in the last quarter of current financial year with full scale operations expected to commence after June 2012</p> <p>Consent processing is traditionally measured using percentage completion</p> <p>A new category based on geography – 'One Stop Shop'/Central City consents – has also been added for the same reason.</p>

*Commercial 1: commercial, industrial and communal residential and communal non-residential buildings and their associated outbuildings and ancillary buildings equal to or less than two storeys and an occupancy load of equal to or less than 100 people.

Commercial 2: commercial, industrial, communal residential and communal non-residential buildings equal to or less than four storeys and an occupancy load of equal to or less than 500 people or purpose groups: sleeping care single storey or sleeping detention single storey.

Commercial 3: all uses of buildings over 4 storeys high, or contain over 500 occupants or purpose groups sleeping care or sleeping detention greater than a single storey.

72. Attached for comment is a draft reporting format to be provided to the Council at the first earthquake meeting each month for earthquake related consents. The reference to "Applications with no RFI required" is to be a measure to determine the effectiveness of the pre-application meetings which should minimise the need for such Requests for Further Information. The reference to "RFI within five working days" is where the majority of RFIs figures should sit if RFIs are required. "RFIs after five working days" allow for those situations was when RFIs are required, e.g. the Council receives information during the processing of the application which requires a RFI.

Attachment A

EQ Related Building Consents

	Target	Applications with No RFI required %	RFI within 1st 5 working days %	RFI after 5 working days % *
Project Management Office Residential	5 w/d			
Project Management Office Non Residential	20 w/d			
Commercial 1: <i>commercial, industrial and communal residential and communal non-residential buildings and their associated outbuildings and ancillary buildings equal to or less than two storeys and an occupancy load of equal to or less than 100 people.</i>	20 w/d			
Commercial 2: <i>commercial, industrial, communal residential and communal non-residential buildings equal to or less than four storeys and an occupancy load of equal to or less than 500 people or purpose groups: sleeping care single storey or sleeping detention single storey.</i>	20 w/d			
Commercial 3: <i>all uses of buildings over 4 storeys high, or contain over 500 occupants or purpose groups sleeping care or sleeping detention greater than a single storey.</i>	20 w/d			

* Applications commented on individually

Example

Month	Applications Received	No RFI required	RFI within 5 working days	RFI after 5 working days	Total
January	200	150	40	10	200
February	200	30	X	170	200
March					

	Target	Applications with No RFI required %	RFI within 1 st 5 working days %	RFI after 5 working days % *
Earthquake Land Use Consents	20 w/d			
Earthquake Subdivision Consents	20 w/d			

	Target	% Achievement
Earthquake Building Inspections	3 w/d	
Earthquake Code Compliance Certificates	20 w/d	

Attachment B

Building Consent Decision Tree – Streamlined Process

