

Notifying councils of building work

This updates the previous *Practice Note 2005-19* issued June 2005.

Private building surveyors who issue building permits need to promptly notify the local council, to prevent uncertainty about the legality of work under way.

Private sector options for the issue of building permits mean that a municipal building surveyor may not be immediately aware that a project has been cleared to proceed. Even when notice has been given under section 80 of the *Building Act 1993* (the Act), until a copy of the permit is received, there is the potential for confusion about whether building work has commenced illegally.

Private building surveyors need to supply this information within 7 days of the permit's issue, as required by section 30 of the Act.

When building work is due to commence within 7 days of issuing the building permit, private building surveyors should provide the council with a copy of the permit either:

- ▶ Immediately after it has been issued;
or
- ▶ At least 48 hours before building work commences on-site.

The processes detailed above also apply to a Municipal Building Surveyor who is acting outside of the municipal district.