|  |
| --- |
| **APPLICANT TO COMPLETE** |
| **BC Number** | Click to enter text |
| **CCC Applicant Name:** | Click to enter text |
| **Property Address** | Click here to enter text |

(Select [x]  the appropriate check boxes)

|  |
| --- |
| CCC Application Documentation Requirements |
| **APPLICANT TO COMPLETE** | **COUNCIL USE ONLY** |
| **Yes** | **N/A** | **Description** | **Yes** | **N/A** | **RFI** | **Reasons for Decisions / Comments** |
| [ ]  |  | **CCC Application (Form 6) completed, including:**[ ] **Certificate of Title** [ ]  **Agent Letter** [ ] **Completion Date** *(if required)* | [ ]  |  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **All QLDC Invoices Paid?** [ ] **No** Click to enter text | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **All DCN fees Paid?** [ ]  **No** Click to enter text | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  |  | **All BC Conditions satisfied (see pg 2 of this form)***BC Conditions are listed on your issued Building Consent* | [ ]  |  | [ ]  | Click here to enter text |
| [ ]  |  | **All pre-Final Inspections completed and Passed***All required inspections are listed on your issued Building Consent. Completed Inspection reports viewable on eDocs. Approval to book Final Inspection will be provided once CCC processing has been completed (see below)* | [ ]  |  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **Amendments approved***All Amendment Building Consents available for review on eDocs*  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **All Minor Variations approved** *All Minor Variations available for review on eDocs* [ ]  **As-Laid Plumbing & Drainage plans provided**  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **Notices to Fix addressed***NTF records available for review on eDocs under your Property Address* | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **Warnings or Bans** *Any Warning/Ban information available for review on eDocs*  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **Was Building Consent issued more than 5 years ago?**[ ]  **AF23.1 B2 Durability Modification Application Form***AF23.1 form available from QLDC website. Modified Durability terms to be specified in consultation with QLDC* | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  **Independent Inspection report submitted***If inspection is refused a building inspection report from a “suitably qualified building consultant” may be submitted. See website for guidance*  | [ ]  | [ ]  | [ ]  | Click here to enter text |
|  |  |  |  |  |  |  |
| Compliance Schedule Forms |
| **Applicant to Complete** | **Council Use Only** |
| **Yes** | **N/A** | **Description** | **Yes** | **N/A** | **RFI** | **Reasons for Decisions / Comments** |
| [ ]  | [ ]  | **Form 27 (New Compliance Schedule) Completed**[ ]  **All SS forms completed (see Page 3)** | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | [ ]  | **Form 11 (Amendment) Completed**[ ]  **All SS forms completed (see Page 3)** | [ ]  | [ ]  | [ ]  | Click here to enter text |
|  |  |  |  |  |  |  |
| **COUNCIL USE ONLY** |
| **CCC Processing- Documentation Complete** | **YES** [ ]  | **NO** [ ]  | **Further information required** **before booking can be made** |
| **Final Inspection Result** | **PASS** [ ]  | **FAIL** [ ]  | **Processing clock stops until Inspection Passes** |
| Producer Statements and Certification |
| **APPLICANT TO COMPLETE***Please indicate “Yes” for all Conditions/Producer Statements that were listed as required on your issued Building Consent or which were agreed to during a Building Inspections.* | **COUNCIL USE ONLY***Please document reasons for decision for all reviewed Producer Statements, Certification and reports below. After submitted information has been assessed as being acceptable decision to approve the Final Inspection may be made:* |
| **Yes** | **BC Cond No.** | **Producer Statement**  | **Supporting Report Provided** | **Producer Statement acceptable?**  | **Supporting Report acceptable?** | **RFI** | **Reasons for Decisions / Comments** |
| [ ]  | **1** | **PS1 Truss Design and As-Built Plans** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **2** | **Gaswork certification** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **4** | **Surveying Certification- Setout: floor levels** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **8** | **PS4 Compaction & bearing capacity**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **9** | **PS4 Geotechnical**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **10** | **PS4 Drive Piles**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **11** | **PS4 Masonry**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **12** | **PS4 Precast**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **13** | **PS3 Intumescent Coating** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **14** | **PS3 Membrane installation** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15** | **PS3 Cladding construction**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **16** | **PS3 Roof Cladding** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **17** | **PS3 Effluent Disposal** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **18** | **PS3 Mechanical Ventilation** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **19** | **PS3 Fire Alarm** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **20** | **Fire Safety Systems Certificate- New** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **43** | **Fire Safety Systems Certificate- Altered/Extended** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **21** | **Sprinkler System (SSC)- New** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **44** | **Sprinkler System (SSC)- Altered/Extended** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **22** | **PS3 Sprinkler System** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| **Yes** | **BC Cond No.** | **Producer Statement**  | **Supporting Report Provided** | **Producer Statement acceptable?**  | **Supporting Report acceptable?** | **RFI** | **Reasons for Decisions / Comments** |
| [ ]  | **23** | **Fire Door Certification** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **24** | **PS3 Illuminated Exit Signs** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **25** | **PS3 Principle Contractor** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **26** | **PS4 Engineer + Report** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **27** | **Acoustic Certification** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **28** | **Listening Systems for Hearing Impaired** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **29** | **PS3 Lift/People Mover (mechanical fixed)** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **30** | **PS3 Barrier installation** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **32** | **Surveying Certification- Setout: building siting** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **34** | **PS3 Emergency Lighting** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **36** | **PS3 Passive Fire Protection (installer)** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **37** | **PS4 Passive Fire Protection (CPENG)**  | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **39** | **Electrical Certification** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **Other** | Click to enter text | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **Other** | Click to enter text | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
|  |  |  |  |  |  |  |
| Specified Systems & As-Builts |
| **APPLICANT TO COMPLETE***All required Specified System (SS) forms and As-Builts as listed in your Form 27 or 27R must be received by QLDC as part of your CCC application. Please indicate “Yes” for all SS forms that have been submitted. These are available for review on eDocs*  | **COUNCIL USE ONLY***Please document reasons for decision for all reviewed SS Forms and As-builts below. After SS information and Producer Statement information has been assessed as being acceptable, the Final Inspection may be approved to proceed:* |
| **Yes** | **SS No.** | **Specified System** | **As-Builts provided**  | **SS Form acceptable?**  | **As-Builts Acceptable?** | **RFI** | **Reasons for Decisions / Comments** |
| [ ]  | **1** | **Auto Systems for Fire Suppression** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **2** | **Auto or manual emergency warning systems for fire or other dangers** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **3/1** | **Automatic Doors** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **3/2** | **Access-Controlled Doors** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| **Yes** | **SS No.** | **Specified System** | **As-Builts provided**  | **SS Form acceptable?**  | **As-Builts Acceptable?** | **RFI** | Click here to enter text |
| [ ]  | **3/3** | **Interfaced Fire or Smoke Doors or Windows** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **4** | **Emergency Lighting Systems** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **5** | **Escape Route Pressurisation Systems** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **6** | **Riser Mains** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **7** | **Automatic Back-Flow Preventers** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **8/1** | **Passenger-Carrying Lifts** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **8/2** | **Platform, Low Speed & Service Lifts** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **8/3** | **Escalators and Moving Walks** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **9** | **Mechanical Ventilation or Air Conditioning Systems** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **10** | **Building Maintenance Units** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **11** | **Laboratory Fume Cupboards** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **12/1** | **Audio Loops** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **12/2** | **FM Radio Frequency & Infrared Beam Transmission Systems** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **13/1** | **Mechanical Smoke Control** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **13/2** | **Natural Smoke Control** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **13/3** | **Smoke Curtains** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **14/1** | **Emergency Power Systems (SS1 - 13)** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **14/2** | **Signs (for SS1 – 13)** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15/1** | **Systems for communicating spoken info to facilitate evacuation** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15-2** | **Final Exits** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15/3** | **Fire Separations** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15/4** | **Signs** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **15/5** | **Smoke Separations** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
| [ ]  | **16** | **Cable Cars** | [ ]  | [ ]  | [ ]  | [ ]  | Click here to enter text |
|  |  |  |  |  |  |  |
| CODE COMPLIANCE CERTIFICATE DECISION  |
| **Decision: The CCC** [ ]  **Can be Granted** [ ]  **Cannot be Granted** **Reason for the Decision:** *(Refer Building Act s92 – 95)*[ ]  **SATISFIED** on reasonable grounds that the building work complies with the building consent because the final inspection has passed AND all the required documents have been received and are adequate.[ ]  **NOT SATISFIED** on reasonable grounds that the building work complies with the building consent because:(Please Provide comments below) [ ]  Work is not complete [ ]  Missing documentation [ ]  Inadequate documentation**Comments:**Click here to enter text |
|  |
| OUTCOME OF DECISION Certification Competency Required- refer to TS-17 Skills Matrix  |
| [ ]  **CCC to be issued** | [ ]  **CCC to be refused**[ ]  **Owner Notified:** **Comments:** Click here to enter text | **Notice to Fix Issued:** [ ]  **Yes** [ ]  **N/A****Comments:** Click here to enter text |
| **BCO Name:** Click to enter text | **Date:**  | Click to enter text |
| **BCO Signature:** |
|  |
| SENIOR REVIEW (Optional)  |
| I am satisfied on reasonable grounds that the officer has completed the process competently **Comments**:Click to enter text |
| **BCO Name:** Click to enter text | **Date:** | Click to enter text |
| **BCO Signature:** |