

STEP-BY-STEP GUIDE Adopting remote inspection technology for building consent inspections

This step-by-step guide shows how a building consent authority (BCA) could adopt the use of digital technologies for carrying out remote inspections (RI) of building work as part of the building consent process.

FEASIBILITY ASSESSMENT AND PLANNING

1

The BCA considers using digital technology for remote inspections of building work. It checks its organisational change process for making changes to its BCA quality management systems. It identifies where remote inspections could be used in its district, assesses the risks of adopting remote inspections and decides which inspection types would be suitable. It checks current volumes of these inspections and creates an outline feasibility plan that covers the objectives, scope and timeframes for using remote inspections.



STAKEHOLDER CONSULTATION

2

The BCA engages with key stakeholders such as builders, contractors and property owners to explain to them what is happening, gather their input and address any concerns.



TECHNOLOGY SELECTION

3

The BCA researches technologies to identify one that is suitable for how it intends to carry out remote inspections. This will be a combination of live stream using video conferencing and assessment of photographic evidence. It checks to make sure the technology is user-friendly and able to capture all the information it will need to carry out the inspection.



IMPLEMENTATION

8

The BCA rolls out the use of remote inspection technology across all relevant building inspection types. Affected stakeholders are informed of the change and prepare to participate in remote inspections when required. The BCA monitors the implementation of remote inspections closely to check that it is working as intended and addresses any issues that crop up promptly to ensure that building inspections are able to proceed.



EVALUATION MONITORING AND IMPROVEMENT

9

The BCA monitors how the remote inspection system is working and collects data on its impact and effectiveness. The BCA implements a process for ongoing monitoring, evaluation and improvement of remote inspections.



TRAINING AND CAPACITY BUILDING

7

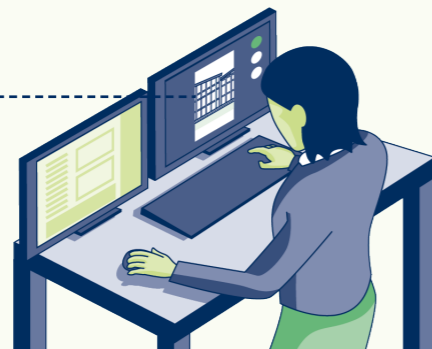
The BCA develops user manuals and training resources to support users of the new technology. BCA staff and other parties that will participate in remote inspections such as builders receive training on carrying out remote inspections.



PILOT TESTING

4

The BCA runs a pilot programme to test the remote inspection process. Key BCA staff work with trusted stakeholders to check the process and test the technology. Feedback is gathered from the participants in the pilot to identify any issues and areas where the programme can be improved.



PILOT EVALUATION AND REFINEMENT

5

The BCA uses feedback from the pilot programme to refine the remote inspection process and address any identified technical or operational challenges. The BCA starts planning the implementation of using remote inspections and considers whether it will take a full scale or staged approach.



POLICY AND PROCEDURE DEVELOPMENT

6

The BCA updates its policies and procedures to include remote inspections. It develops guidance and operational procedures for conducting, documenting and reviewing remote inspections.

