

Superseded document

This document was superseded on 29 March 2023. We have kept it online for reference, but you should not use it for new projects from that date.

Visit the [Business Queensland](https://business.qld.gov.au) website for the most up to date versions of guidance material.

Guidelines for inspection of class 1 and 10 buildings and structures



Queensland
Government

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Scope

The scope of these guidelines is limited to inspection of class 1a buildings and class 10 buildings and structures e.g. garages, sheds and swimming pools as defined in the Building Code of Australia (BCA). A building certifier may consider the guidance provided under the risk matrix of the inspection guidelines for class 2-9 when performing certification functions for building work associated with a class 1b building.

Purpose of these guidelines

The purpose of these guidelines is to provide building certifiers and builders with guidance on how to meet their responsibilities for mandatory inspections under the *Building Act 1975* (BA) and the Building Regulation 2006 (BR). These guidelines set out the legislative provisions applicable to inspections and identify the various aspects of building work that make up a particular stage for which an inspection is mandatory.

This guideline improves building standards by helping practitioners undertake inspections that enhance industry compliance and promote greater accountability among building practitioners.

Legal status of these guidelines

A building certifier's obligations will be satisfied under the BA and BR for inspection of building work covered by these guidelines if they inspect building work in accordance with these guidelines.

These guidelines are made under section 258 of the BA. The chief executive may make guidelines to help with compliance of the BA, which includes guidelines about inspecting building work and what aspects or items make up the completion of assessable building work or a particular stage of assessable building work.

Section 26 of the BR provides that an inspection guideline made under section 258 of the BA is evidence of what aspects or items make up the completion of assessable building work or particular stages of assessable building work.

Under section 133A of the BA, building certifiers must have regard to guidelines made under section 258 of the BA where they are relevant to performing a building certifying function, which includes this guideline.

Evidence of regard to guidelines made under the BA may assist a building certifier in the event of a complaint about the performance of a building certification function.

Background

In 1998 Queensland introduced a private building certification system, which requires all building certifiers to be licensed with the Queensland Building and Construction Commission. Building certifiers can be private certifiers or work for local government.

Building certification involves independently assessing building work to ensure it complies with the safety, health, amenity, and sustainability standards specified in legislation and building codes. During this process, building certifiers must undertake sufficient inspections of building work at the stages stated in the building development approval. In practice, this means that a building certifier is required

to take a holistic view of a building rather than just consider a single aspect, such as structural adequacy. The BR requires mandatory inspections for less complex buildings and structures, such as houses (detached class 1a buildings) and sheds and garages (class 10 buildings and structures).

Climatic conditions

Queensland's climatic conditions differ to other Australian states and territories. For example, northern areas of Queensland are subject to cyclones and storm surge. A significant proportion of Queensland is subject to flooding and resultant consequences such as landslip. Some areas are also prone to bushfire attack and to some extent, earthquakes or seismic ground movement.

How a building is designed and constructed impacts how Queensland buildings perform under the various conditions. For this reason, these conditions must be considered and incorporated into both the design and construction of buildings to ensure structural adequacy and occupant safety.

Stages and aspects of building work

Section 24 of the BR provides the mandatory stages of assessable building work that must be inspected. This guideline sets out the aspects (component of stage of work) for each of those stages of assessable building work. A building certifier will have complied with the BR if they inspect the relevant aspects of these stages.

Owner requests for additional certifying functions (inspections)

Section 143B (5) of the BA requires the building certifier to perform any additional certification inspections stated by the owner in the additional certification notice on or before the agreed day, unless the certifier has a reasonable excuse.

Under section 143B of the BA the owner is liable for the reasonable costs of the performance of any additional inspections of assessable building work described in the additional certification notice. The building certifier will determine a reasonable cost to carry out any additional certifying functions.

Legislative process for carrying out inspections

One of the functions of a building certifier is to decide if the building work complies with the building assessment provisions of the BA and the building development approval. The building assessment provisions include the BA, the BR, the National Construction Code (NCC) and the Queensland Development Code (QDC).

Part 6 of the BR establishes the legislative process for carrying out the inspections to ensure compliance with the building assessment provisions. The following section is a summary of the legislative inspection process.

1. When to inspect

Notification of engagement

If a private certifier is engaged to undertake private certifying functions by a client (e.g. a builder or contractor) who is not the owner, the certifier must obtain the contact details of the owner and ensure the owner is notified about this engagement.

After engagement between the client (other than an owner-client) and certifier, these steps must be followed by the client and certifier¹:

1. The client must, within 10 business days after the engagement starts, give the private certifier the owner's name and contact details.
2. The private certifier must, within 15 business days after the engagement starts, give the owner notice of their name and responsibilities in an approved form.
3. The private certifier must, within 15 business days after the engagement starts, give notice of the engagement to the local government, unless the certifier has a reasonable excuse (Note: for an owner client the notification must be made within five business days²).
4. Within five business days after becoming aware of a change in the owner's name or contact details, the client must give notice of the change to the private certifier.

Building Form 39—Client gives owner's details to the private certifier may be used by the client to meet their obligation under section 143A (2) of the BA.

Building Form 18—Notice to the owner that a private certifier has been engaged **must** be used by the private certifier to meet their obligation under section 143A(3) of the BA to notify the owner that the certifier has been engaged and inform the owner of the responsibilities of a certifier.

Building Form 56 – Notice to the local government that a private certifier has been engaged may be used by the private certifier to meet their obligations under section 143A (4) of the BA, noting that the same form can be used by a private certifier to meet their obligations under section 143 (2) of the BA where the client is the owner.

Building Form 34—Client notice to the private certifier that the owner's details have changed may be used by the client to meet their obligation under section 143A (5) of the BA.

What must the builder do?

The person who is in charge of carrying out building work³ (a builder⁴) must ensure the building certifier is given a notice (a notice for inspection).

¹ Section 143A of the BA

² Section 143 (2) of the BA

³ Section 5 of the BA

⁴ Schedule 4 of the BR

Examples of a builder:

- a person who contracts with an owner to perform building work for the owner
- a person who holds an owner-builder permit under the *Queensland Building and Construction Commission Act 1991* for building work and who, under that Act, engages subcontractors to perform all or part of the work.

If the builder is the client (not the owner), they must, within 10 business days after the engagement starts, give the private certifier the owner's name and contact details⁵.

If the builder is the client, the builder is required to provide a copy of an owner's additional certification notice to the certifier. Refer to page seven of this guideline for more information about an owner request for additional certification inspections of assessable building work.

What is a notice for inspection?

A notice for inspection⁶ advises the building certifier that the building work has been carried out to the completion of a stage when inspection, and in some cases testing, must be carried out.

A notice for inspection may be written or verbal⁷ as agreed between the builder and the building certifier. For example, the notice may be a telephone call, email or facsimile. As part of adopting good business practices, it is expected the builder will keep a record of giving the notice for inspection to the building certifier.

In the case where the building certifier is a local government building certifier, the builder may give notice to the building certifier by giving it in writing to the local government.

Building Form 58—Notice for inspection for a stage of building work may be used by the builder to meet their obligation under section 27 of the BR to give notice for inspections at the completion of each stage of the work.

2. What to inspect—stages and aspects of stages of building work

Section 24 of the BR prescribes which stages of assessable building work must be included for a single detached class 1a building, class 10 building or structure, and swimming pools. The work for these stages must be inspected⁸.

Each stage of building work is comprised of different aspects (components of work). For example, aspects of the foundation and excavation stage include a check of the QDC residential design and siting provisions. The inspection of building work must include the relevant aspects for each stage of the building work. The aspects for each stage of building work are outlined in this guideline.

⁵ Section 143A (2) of the BA

⁶ Part 6, division 1, subdivision 2, section 27 of the BR

⁷ Section 27(3) of the BR

⁸ Section 24 of the BR

Inspection stages stated in the development approval

The development approval may include stages of work that require inspection, in addition to the prescribed stages of assessable building work for single detached class 1a buildings, class 10 buildings and structures and swimming pools.

For other class 1 buildings, the stages are all stages of assessable building work that are stated in the building development approval as the work that must be inspected by the building certifier for the work.

The builder must give the building certifier a notice for inspection for each inspection stage of building work stated in the development approval⁹.

The requirement to give a notice for inspection does not prevent a building certifier or competent person from inspecting any aspect of another stage of the work, regardless of whether the notice has been given for the stage¹⁰.

Owner requests for additional certifying functions (inspections)

The building owner, who is not the client, may request that the certifier carry out additional inspections by giving the client an additional certification notice within 10 business days of being given the certifier's details. The client must then give the notice to the certifier within five business days of receiving it¹¹.

The certifier must perform the additional certification function requested in the notice and in the time agreed between the parties or as determined by the certifier. The owner is liable for the reasonable costs for the performance of the additional certifier function under the notice¹².

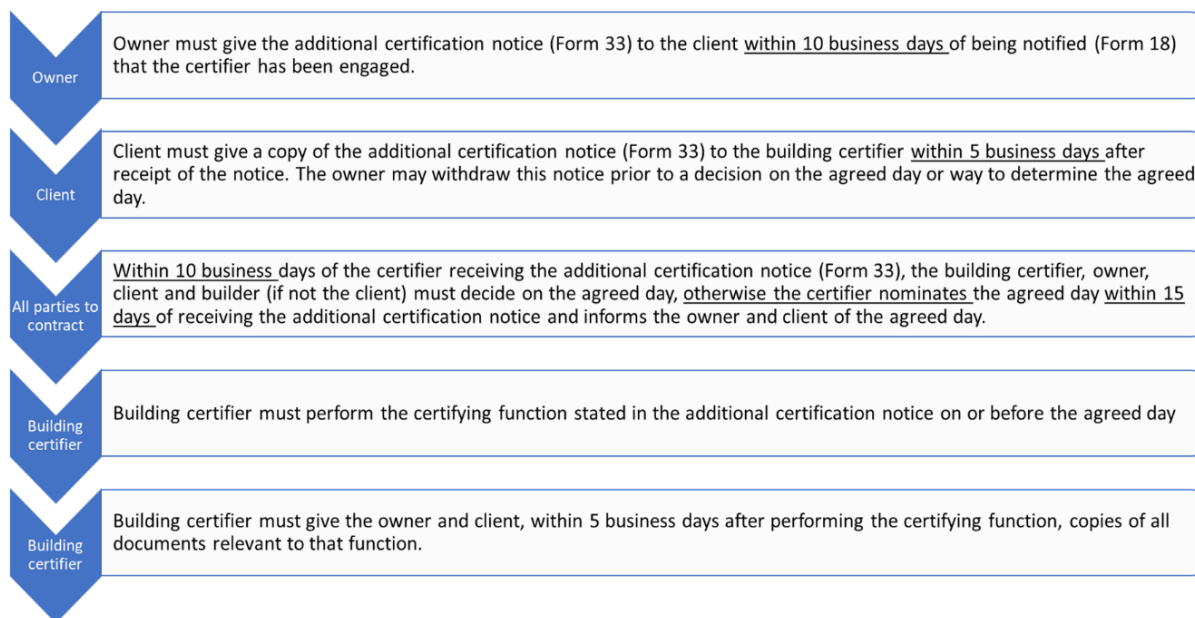
⁹ Section 27(2) of the BR

¹⁰ Section 36 of the BR

¹¹ Section 143B of the BA

¹² Section 143B (10) of the BA

The diagram below illustrates the steps that must be followed by the owner (where they are not the client), client and certifier to facilitate the request for an additional certification function.



Building Form 33—Additional certification notice may be used by the owner and the client to meet the requirements of section 143B of the BA for an owner to request the performance of an additional certifying function.

Agreed day

The agreed day is defined¹³ as the day agreed to, or worked out under an agreement between the client (i.e. person who engaged the certifier), the building certifier, and the owner of the work that is the subject of the certifying function to be undertaken by the building certifier. Or, the day nominated by the building certifier¹⁴.

If the agreed day or an agreement to determine the agreed day is not decided within 10 business days after the day (relevant day), the client gives a copy of the additional certification notice to the building certifier. The building certifier must then nominate the agreed day or the way to determine the agreed day, within 15 days from the relevant day. The building certifier must tell the client and the owner what he/she decided.

For instance, if the agreed day or an agreement to determine the agreed day is not reached, then the building certifier must either nominate a day, or a way to determine the agreed day and then inform the client and owner. For example, the certifier may nominate the way to determine the agreed day is within two days of the date when the client (e.g. builder) contacts the building certifier and notifies him/her the building work subject of the additional certifying notice is ready to be inspected.

¹³ Section 143B (11) of the BA

¹⁴ Section 143B (8) of the BA

Mandatory stages requiring inspection—single detached class 1a buildings (single detached houses)

For a single detached class 1a building, a notice for inspection **must** be given by the builder to the building certifier for the following **stages** of assessable building work¹⁵:

- Foundation and excavation stage—before the footings are poured. Aspects of this stage include boundary clearances, footing excavation, reinforcement etc.
- Slab stage—before the concrete is poured. Aspects of this stage include floor level check, termite treatment etc.
- Frame stage—before the cladding or lining is fixed (after if the cladding forms part of the bracing) or, for reinforced masonry construction, before the wall cavities are filled. Aspects of this stage include sub-floor framing, lower wall framing etc.
- Final stage. Aspects of this stage include site works, drainage, fire safety, energy and water efficiency etc.

Alteration (including addition) to a single detached class 1a building

A notice for inspection must be given by the builder to the building certifier for each stage of building work that applies to the alteration. For example, if the alteration is to the frame of an existing single detached class 1a building, the inspection must be of the frame stage, including the aspects of this stage.

Class 10 building or structure or alteration (including addition) to a class 10 building or structure (except a swimming pool)

A notice for inspection must be given by the builder to the building certifier for any stages on the development approval and the final stage (i.e. completion of all the aspects of the stages that apply to the final stage of a class 10 building or structure).

Swimming pool and barriers¹⁶

If the work is the construction of, or an alteration to, a swimming pool, the stages of assessable building work must include the following:

- if a temporary fence for the pool is constructed:
 - a) after the temporary fence for the pool is constructed and before the pool is filled with water to a depth of 300 millimetres or more; and
 - b) if the building certifier for the work extends the period that the temporary fence for the pool can be in place—before the extension is given; and
- at the completion of the pool and its fencing and, if no temporary fence for the pool was constructed, before the pool is filled with water to a depth of 300 millimetres or more.

¹⁵ Section 24 of the BR

¹⁶ Section 24 (6) of the BR

The notice for inspection must be given by the builder to the building certifier for any stages on the building development approval in addition to the mandatory stages requiring inspection discussed above.

Consequences of not giving notice at completion of each stage

If a licensed builder fails to give a building certifier notice for inspection of a stage of work, the building certifier, once aware of the fact, is required to notify the Queensland Building and Construction Commission (QBCC)¹⁷. The QBCC then has a discretion to investigate and take enforcement action where appropriate.

1. Who should inspect building work

Inspections for stages of building work

When a building certifier receives a notice for inspection for a stage of building work or aspects from a builder, the certifier must ensure the stage, the aspects of the stage or aspect is inspected¹⁸. The work may be inspected by a building certifier and in some circumstances an appointed competent person¹⁹. However, if the inspecting person fails to inspect the assessable building work as stated in the notice for inspection, they commit an offence.

The inspection is to be at a time agreed by the builder and if the inspecting person (as defined under s30 of the BR). The inspecting person must not unreasonably refuse to agree to a time to inspect the stage²⁰.

The BA provides that, certain building certifying functions may only be performed according to the building certifier licence level held.

A building certifier-level 1 may perform building certifying functions for all classes of buildings and structures²¹.

A building certifier-level 2 may only:

- without the supervision of a building certifier-level 1—perform building certifying functions on buildings and structures having a rise of no more than three storeys and a total floor area no more than 2,000m²; or
- under the supervision of a building certifier-level 1—help in assessing and inspecting all classes of buildings and structures²².

A building certifier-level 3 may only perform building certifying functions on class 1 buildings or class 10 buildings or structures²³.

¹⁷ Section 29 of the BR

¹⁸ Section 30 of the BR

¹⁹ Section 17 of the BR

²⁰ Section 30 (3) of the BR

²¹ Section 152 of the BA

²² Section 153 of the BA

²³ Section 154 of the BA

Competent person

Inspection of stage of building work

The building certifier may appoint a competent person to carry out an inspection for a stage of work and accept a certificate of inspection from the competent person (other than a building certifier), except for the following:

- the stage of work that is after excavation of foundation material and before any footings for the building or structure are laid for a single detached class 1a or class 10 building; or
- the final stage of the work for a single detached class 1a or class 10 building²⁴.

However, nothing prevents a competent person, appointed by the certifier, from providing inspection help for the above assessable building work.

Further, a competent person cannot sign a certificate of inspection if they are the builder for the work or carried out building work for any aspect of the stage.

If the competent person performs the inspection and issues the certificate of inspection, they must give the certificate to the builder. The certificate of inspection must:

- be in the approved form; and
- signed by the inspecting person; and
- provide details about the inspection, any test, specifications, rules, standards, codes or practice or other publications relied upon in carrying out the inspection and the basis for giving the certificate.²⁵

The certificate of inspection for a stage, or an aspect of a stage, must certify the inspected work complies with the building development approval.

Building Form 16—Inspection certificate / aspect certificate **must** be used by the competent person and provided to the builder to meet the requirements of section 32 of the BR.

Inspection of aspects of the stage of building work

A building certifier may also accept a certificate of inspection from a competent person for an aspect of a stage of building work if, before the work for the aspect is carried out, the certifier assessed the person as a competent person to certify that the aspect of the work complies with the BA²⁶.

For an individual to be a competent person to give inspection help for the residential siting for a single detached class 1a building, they must be a cadastral surveyor. Further for an individual to be a competent person to give inspection help for the reinforcement of footing system aspect of building work for a single detached class 1a building they must be a registered professional engineer²⁷.

For all other aspects, there are no restrictions on who a building certifier decides would be a competent person. This is subject to the requirement for a competent person to hold an appropriate licence class, if necessary, to give inspection help²⁸.

²⁴ Section 21 of the BR

²⁵ Section 32 of the BR

²⁶ Section 17 of the BR

²⁷ Section 18A of the BR

²⁸ Section 18 of the BR

Assessing a person as a competent person

The building certifier may decide a person is a competent person to give inspection help. In making the assessment, the building certifier must:

- have regard to the individual's experience, qualifications, and skills for the matter; and
- if the law requires the person to be registered or licensed to be able to give the help, that the individual is licensed or registered as required; and
- comply with the guidelines for the assessment of competent persons made by the chief executive.

The certifier must assess the person as a competent person for inspection help before the person inspects the building work, and the competent person must not be the builder for the work or another person who has carried out building work for any aspect of the stage²⁹.

A competent person, for building work, means a person who:

- is assessed by the building certifier for the work as competent to practice in an aspect of the design or specification or inspection of the building work because of the person's skill and experience in the aspect; and
- if the chief executive approves guidelines for assessing a person under section 258 of the BA, the person is assessed by the building certifier according to the guidelines; and
- is registered or licensed under a law applying in the state to practice in the aspect if they are required to be registered or licensed. For example, an engineer must be appropriately registered in Queensland to practice as an engineer; and
- is a registered professional engineer if inspecting the steel reinforcement in a footing component of a class 1a single detached dwelling; and
- is a cadastral surveyor if checking the residential siting for a class 1a single detached dwelling.

If a building certifier decides an individual is a competent person to give inspection help, they must keep a record of the following for a minimum of seven years:

- the person assessed as competent
- details of the documents or information relied upon to make the decision
- the date of the decision
- the certifier's reasons for the decision
- the matters for which the person was decided to be a competent person³⁰.

QBCC licensee

A building certifier may accept a certificate from an appropriate QBCC licensee for an aspect of a stage of building work for a single detached class 1a dwelling or class 10 building or structure.

In these cases, a building certifier does not have to assess a QBCC licensee as a competent person. However, the details of a QBCC licensee need to be checked to ensure they hold the appropriate

²⁹ Section 22 of the BR

³⁰ Section 19 of the BR

licence for the work they are certifying. Not all classes of licence enable the QBCC licensee to provide a certificate for the aspect work. The scope of licence classes is addressed in Schedule 2 of the QBCC Regulation 2018.

4. Inspected work complies

If the inspecting person is satisfied that all relevant aspects of the stage under the building development approval have been completed and comply with the approval, they must give the builder a written notice stating the inspected work complies.³¹

Complies, for the inspection of building work by a building certifier or competent person, means the building certifier or competent person is satisfied on inspection of the work, completed in accordance with best industry practice, the work complies with the building development approval for the work.

Under best industry practice, inspections of the building work should be physically undertaken on site by the inspecting person³².

The inspecting person must personally sign the certificate of inspection for the stage. An electronic signature may be used in accordance with the *Electronic Transactions (Queensland) Act 2001*.

5. Inspected work does not comply

If the building certifier decides the inspected work does not comply, the certifier must give the builder a non-compliance notice³³ stating how the inspected work does not comply.

If a competent person decides the stage of building work inspected does not comply, the competent person must give the builder and the building certifier a non-compliance notice stating how the inspected work does not comply.

The builder must perform the work required to make the stage of work comply and then give the building certifier another notice for inspection for the work³⁴.

The builder must not start the stage of building work after the stage for which the notice for inspection has been given until they have received a written notice (certificate of inspection) stating that the inspected work complies³⁵. A certificate of inspection will be received from either a building certifier or competent person. However, a competent person cannot provide a certificate of inspection for the excavation or final stage.

If the builder fails to perform the work required to make the stage of work comply, the building certifier must, under chapter 9 of the BA, take enforcement action against the builder. If the builder does not comply with the enforcement notice, the building certifier must notify the local government (if the assessment manager was a private certifier (class A)) and the QBCC.

However, if a competent person gave the non-compliance notice, enforcement action is not required unless the building certifier agrees with the competent person that the stage does not comply. If the

³¹ Section 32 of the BR

³² Section 31 of the BR

³³ Section 33 of the BR

³⁴ Section 34 of the BR

³⁵ Section 28 (2) of the BR

building certifier disagrees with the competent person, they must give them written reasons for not taking enforcement action and also give the builder a certificate of inspection for the stage.

Building Form 61—Noncompliance Notice may be used by the inspecting person to meet their obligation under section 33 of the BR to give notice for inspections at the completion of each stage of the work.

6. Documentation requirements

Inspection documentation—Owner

Before the building certifier inspects the final stage of assessable building work, the owner of the building may, by notice given to the building certifier, ask for a copy of any inspection documentation for previous stages of inspection.

The building certifier must, within five business days after receiving the notice, give the owner the requested inspection documentation³⁶. The owner cannot request inspection documentation for building work if the building certifier for the work was engaged to inspect the building work before 1 October 2020.

The building certifier must also give the owner a copy of the final inspection certificate and a copy of any other inspection documentation within five business days of accepting all certificates or completing all inspections.

Building Form 35—Owner request for a copy of inspection documentation may be used by the owner to meet the requirements to request inspection documentation under section 124A (2) of the BA.

Inspection documentation—Local government

A private certifier must give the local government copies of all inspection documents (inspection documentation)³⁷ including, for example, certificates of inspection, within five business days after either of the following happens:

- the giving of the final inspection certificate for the building work or a certificate of occupancy for the relevant building
- the discontinuance of the engagement of the private certifier
- the lapsing of the building development approval; in these circumstances the certifier must also give the local government a copy of the relevant reminder notice issued under section 95 of the BA.

However, if the inspection documentation includes certificates relied on by the certifier, the five business days do not start until after the certifier has accepted all the certificates.

Building Form 21—Final inspection certificate and *Building Form 16 – Inspection certificate/aspect certificate/QBCC licensee aspect certificate* **must** be used by the private certifier to meet their obligation under section 99 of the BA to give the owner a final inspection certificate and a copy of any other inspection documentation for inspection of the building work.

³⁶ Section 124A of the BA

³⁷ Section 149 of the BA

Building Form 22—Notice of discontinuance of engagement **must** be used by the private certifier to meet their obligation under section 144 (3) of the BA to notify the local government that their engagement as a private certifier has been discontinued.

Building Form 57—Reminder notice for the lapsing of an approval may be used by the building certifier to meet their obligation under section 95 of the BA to give the owner notice that their approval is going to lapse within at least 3 months but no greater than 6 months of lapsing.

Record keeping

A private certifier must keep all inspection documentation for building work for which the certifier is engaged for at least seven years after the building work is completed³⁸.

³⁸ Section 150 of the BA

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
Foundation/excavation and/or slab Section 24 (3)(a) and (b) of the Building Regulation 2006 sets out that this stage is: <ul style="list-style-type: none"> • after the excavation of the foundation material and before the footings for the building are laid; and • if the building is to have a slab, after the placement of the formwork and steel but before the concrete for the slab is poured. 	Residential design and siting provisions	<ul style="list-style-type: none"> • Setbacks to all relevant allotment boundaries and other buildings and structures • Distances from easements and local government infrastructure
	Excavation of foundation material	<ul style="list-style-type: none"> • Dimensions of excavations • Profile of soil excavated • Bearing surfaces of excavations
	Compaction of fill material (if necessary)	<ul style="list-style-type: none"> • Level of compaction • Retention of compacted fill
	Cut and fill batters	<ul style="list-style-type: none"> • Location of cut and fill batters (required as part of the footing and slab system) • Construction and location of retaining walls (required as part of the footing and slab system) • Provisions for drainage of cut and fill batters and retaining walls • Falls to external finished areas

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
<p>Section 24 (3)(c), (d) and (e) of the Building Regulation 2006 sets out that this stage is:</p> <ul style="list-style-type: none"> to the extent the bracing for the frame of the building consists of cladding or lining—after the cladding or lining has been fixed to the frame; and to the extent the bracing for the frame of the building does not consist of cladding or lining—before the cladding or lining is fixed to the frame; and if reinforced masonry construction is used for the frame of the building—before the wall cavities are filled. 	Piers through fill	<ul style="list-style-type: none"> Location of piers through compacted fill Depth and bedding of piers through compacted fill to natural ground or in accordance with approved design requirements
	Reinforcement of slab and footing system	<ul style="list-style-type: none"> Type and placement of steel reinforcing Size and gauge of reinforcing steel Location and dimension of laps to reinforcement steel Type of connections to reinforcement steel
	Vapour barrier	<ul style="list-style-type: none"> Type and location of the vapour barrier Type and location of joint overlaps to vapour barrier Treatment to penetrations through vapour barrier

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Termite management system	<ul style="list-style-type: none"> • Location and type of physical and chemical barriers • Protection of penetrations through footing or slab elements
	Floor levels	<ul style="list-style-type: none"> • Finished slab levels to establish heights above flood levels, building height or to accommodate drainage requirements
Frame	Sub-floor framing	<ul style="list-style-type: none"> • Member sizes and spacings • Minimum clearances to ground levels • Sub-floor bracing • Provisions for sub-floor ventilation • Termite protection
	Lower floor wall framing	<ul style="list-style-type: none"> • Member sizes and spacings • Bracing • Tie-down and point-load locations

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Upper floor wall framing	<ul style="list-style-type: none"> • Wall framing elements to slab or upper levels of multi-storey construction should be checked to ensure member sizes and spacings, bracing, tie-down and point-load requirements comply with the building development approval
	Floor framing and flooring	<ul style="list-style-type: none"> • Member sizes and spacings • Diaphragm bracing and blocking • Waterproof/resistant flooring to wet areas
	Insulation for energy efficiency requirements (if applicable)	<ul style="list-style-type: none"> • Insulation or sarking to external wall framing • Roof/ceiling insulation
	Structural walls (masonry)	<ul style="list-style-type: none"> • Tie-down points and lateral bracing elements • Core filling (if relevant) • Sizes, lateral support

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Roof and ceiling framing	<ul style="list-style-type: none"> • Member sizes and spacings • Cross-bracing and tie-down • Point-loads supported • Location and fixing of truss binders • Batten fixing and joint location (sheet roofs)
Final Section 24 (3)(f) of the Building Regulation 2006 sets out that this stage is: <ul style="list-style-type: none"> • at the completion of all aspects of the work. 	Site works and drainage	<ul style="list-style-type: none"> • Drainage complies with building development approval and site facilitates drain away from the dwelling and protect adjoining properties from stormwater run-off • Drainage of retained earth including batters do not impact on the dwelling or adjoining properties • Surface and roof water discharges to an approved discharge point • Finished ground levels adjacent to the dwelling are graded away • Required finished slab heights above external ground level

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Termite management systems	<ul style="list-style-type: none"> • Sub-floor termite shields and other elements of physical and chemical barriers • Exposed slab edges • Termite management system notices in required locations
	Damp and weatherproofing	<ul style="list-style-type: none"> • Weatherproof coating to external face of single-leaf masonry walls • Flashing to wall/roof junctions • Location and spacing of weepholes to cavity masonry walls • Flashing to door and window openings for sheet-clad external walls
	Fire safety	<ul style="list-style-type: none"> • Hearth construction around free-standing or open fireplace • Termination height of chimney • Fire-rated construction • Construction requirements for bushfire prone areas • Operation and location of smoke alarms

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Health and amenity	<ul style="list-style-type: none"> • Ceiling heights to stairs, habitable and non-habitable spaces • Light transmission areas • Natural and mechanical ventilation of rooms • Construction of sanitary compartments
	Safe movement and access	<ul style="list-style-type: none"> • Balustrades to stairs, balconies, decks, windows and path of access to a building etc • Construction of stair risers and goings • Construction of landings and thresholds
	Construction of wet areas	<ul style="list-style-type: none"> • Water resistant and waterproof construction to wet areas • Treatment of wall floor junctions
	Glazing	<ul style="list-style-type: none"> • Location and type of glass in accordance with building development approval • Location and type of glass for energy efficiency requirements

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Sub-floor ventilation	<ul style="list-style-type: none"> • Location and spacing of sub-floor ventilation • Area of ventilation openings • Ventilation openings to sub-floor internal walls • Sealed impervious membrane over ground in excessively damp areas • Ground grading
	Energy efficiency	<ul style="list-style-type: none"> • Energy efficient lighting and hot water supply systems installed in accordance with Queensland Development Code MP4.1 • Energy efficiency requirements as per building development approval
	Water savings measures	<ul style="list-style-type: none"> • Rainwater tanks or greywater treatment plants installed in accordance with Queensland Development Code MP4.2 • Water conservation measures—showerheads, aerators, taps

Class 1a—single detached dwelling		
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<p>Final</p> <p>Section 24 (5) of the Building Regulation 2006 sets out that:</p> <ul style="list-style-type: none"> if the work is construction of, or an alteration to, a class 10 building or structure, other than a swimming pool, the stages also include at the completion of the building or structure or alteration. 	Site works, boundary setbacks and drainage	<ul style="list-style-type: none"> Drainage complies with building development approval and site facilitates drain away from the building or structure and protect adjoining properties from stormwater run-off Drainage of retained earth including batters do not impact on the building or structure or adjoining properties Surface and roof water discharges to an approved discharge point Finished ground levels adjacent to the building or structure are graded away Setbacks to all relevant allotment boundaries and other buildings and structures Distances from easements and local government infrastructure Required finished slab heights above external ground level

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Cut and fill batters	<ul style="list-style-type: none"> • Location of cut and fill batters (required as part of the footing and slab system) • Construction and location of retaining walls (required as part of the footing and slab system) • Provisions for drainage of cut and fill batters and retaining walls • Falls to external finished areas
	Termite management systems	<ul style="list-style-type: none"> • Sub-floor termite shields and other elements of physical and Chemical barriers • Exposed slab edges • Termite management system notices in required locations
	Fire safety	<ul style="list-style-type: none"> • Hearth construction around free-standing or open fireplace • Termination height of chimney • Fire-rated construction • Construction requirements for bushfire prone areas

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Health and amenity	<ul style="list-style-type: none"> • Ceiling heights to stairs and other spaces • Natural and mechanical ventilation of rooms • Construction of sanitary compartments
	Safe movement and access	<ul style="list-style-type: none"> • Balustrades to stairs, balconies, decks, windows and path of access to a building etc • Construction of stair risers and goings • Construction of landings and thresholds
	Structural elements	<ul style="list-style-type: none"> • Location and adequacy of structural elements
	Energy efficiency	<ul style="list-style-type: none"> • Energy efficient lighting and hot water supply systems installed in accordance with Queensland Development Code MP4.1 • Energy efficiency requirements as per building development approval
	Construction of wet areas	<ul style="list-style-type: none"> • Water resistant and waterproof construction to wet areas • Treatment of wall floor junctions

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Glazing	<ul style="list-style-type: none"> • Location and type of glass in accordance with building development approval • Location and type of glass for energy efficiency requirements
	Sub-floor ventilation	<ul style="list-style-type: none"> • Location and spacing of sub-floor ventilation • Area of ventilation openings. • Ventilation openings to sub-floor internal walls • Sealed impervious membrane over ground in excessively damp areas • Ground grading

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
<p>Swimming pool and barriers</p> <p>Temporary fence</p> <p>(including extension of the period the temporary fencing can be in place)</p>	Pool barriers	<ul style="list-style-type: none"> • Period of use for temporary fence • For extensions of time, risk to safety of persons, particularly young children • At least one compliant gate provided • Temporary fence and gate securely fixed to resist reasonably foreseeable actions to which they may be subjected • Spacing of vertical members • Height above the barrier's finished ground level • Clearance between barrier and the barrier's finished ground level • Non-climbable zones and additional clear areas • Operation of gate • Location, height and dimensions of intersecting barriers

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		<p>The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.</p>
	Access to pool enclosure	<p>Gates</p> <ul style="list-style-type: none"> • Location and direction of swing • Self-closing, self-latching operation • Shielding of latch • Location of latch <p>Windows as part of wall of another building</p> <ul style="list-style-type: none"> • Window opening restricted to maximum 100mm • Opening protected by grille • Sill heights <p>Balconies</p> <ul style="list-style-type: none"> • Location of balcony in relation to pool enclosure • Type of balustrade to balcony • Non-climbable zones between pool barrier and balcony

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
<p>Final</p> <p>Section 24 (6) of the Building Regulation 2006 sets out that: If the work is construction of, or an alteration to, a swimming pool, the stages also include:</p> <ul style="list-style-type: none"> • if a temporary fence is constructed—after the temporary fence is constructed and before the pool is filled with water to a depth of 300mm or more and if an extension is given to the period the temporary fence can be in place—before the extension is given; and at the completion of the pool and its fencing and before the pool is filled with water to a depth of 300mm or more. 	Site works, boundary setbacks and drainage	<ul style="list-style-type: none"> • Drainage complies with building development approval and site facilitates drain away from the building or structure and protect adjoining properties from stormwater run-off • Drainage of retained earth including batters do not impact on the building or structure or adjoining properties • Surface water discharges to an approved discharge point • Setbacks to all relevant allotment boundaries and other buildings and structures • Distances from easements and local government infrastructure

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Cut and fill batters	<ul style="list-style-type: none"> • Location of cut and fill batters • Construction and location of retaining walls • Provisions for drainage of cut and fill batters and retaining walls • Falls to external finished areas
	Pool structure	<p>Concrete pool shells</p> <ul style="list-style-type: none"> • Type and placement of steel reinforcing • Size and gauge of reinforcing steel • Location and dimension of laps to reinforcement steel • Type of connections to reinforcement steel <p>Prefabricated pool shells</p> <ul style="list-style-type: none"> • Backfilling of excavation • Drainage of backfilled area

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Pool barriers	<ul style="list-style-type: none"> • Spacing of vertical members • Height above the barrier's finished ground level • Clearance between barrier and the barrier's finished ground level • Non-climbable zones and additional clear areas • Location, height and dimensions of intersecting barriers

Class 1a—single detached dwelling		
Stage	Aspects	Informative notes
		The items in this column are some of the elements of each aspect that should be checked to ensure compliance with the building development approval. These are not exhaustive lists and may not be relevant to each aspect. Some building development approvals may have conditions containing additional stages and aspects.
	Access to pool enclosure	<p>Gates</p> <ul style="list-style-type: none"> • Location and direction of swing • Self-closing, self-latching operation • Shielding of latch • Location of latch <p>Windows as part of wall of another building</p> <ul style="list-style-type: none"> • Window opening restricted to maximum 100mm • Opening protected by grille • Sill heights <p>Balconies</p> <ul style="list-style-type: none"> • Location of balcony in relation to pool enclosure • Type of balustrade to balcony • Non-climbable zones between pool barrier and balcony
	Wastewater drainage	<ul style="list-style-type: none"> • Wastewater drains to approved point of discharge

Superseded on 29 March 2023. See business.qld.gov.au for current guidelines.

Guideline for inspection of class 1 and 10 buildings
