

# BUILDING BUSINESS

THE LATEST NEWS FROM YOUR BUILDING SUPPLIES SPECIALIST

ISSUE 59: FEBRUARY 2015

## SPECIAL SAFETY ISSUE

### 3 HEALTH & SAFETY CHANGES

Now is the time to raise your safety standards before the law change in mid-2015.

### 15 WORKSAFE SERIES

The first article in a series on The Absolutely Essential Health and Safety Toolkit for Small Construction Sites.

## PLUS: BUILDING ACT CHANGES GUIDE



READING BUILDING BUSINESS WILL CONTRIBUTE TOWARDS YOUR LBP SKILLS MAINTENANCE REQUIREMENT. ENSURE YOU LOG THIS IN YOUR ITM DIARY TODAY. FEBRUARY 2015.



"We'll see you right"

Photo courtesy of Stately Builders Ltd

# HEALTH & SAFETY LEGISLATION CHANGES

**The pending changes to the Health & Safety Legislation and recent establishment of WorkSafe New Zealand are the result of recommendations from the Government appointed taskforce set up after the Pike River Disaster.**

The taskforce found H&S in New Zealand was woefully inadequate and gave the Government a number of recommendations that are currently being implemented.

The two main steps taken by the Government was the establishment of a stand alone H&S agency called WorkSafe and the creation of new H&S Legislation to replace the existing Act created in 1992.

WorkSafe have been given the task of reducing serious harm injuries in NZ worksites by 25% by 2020 – a huge task. To achieve this they have been given a significant budget increase to employ additional inspectors and staff and introduce a major awareness and education campaign through training and the media.

Although the fundamentals of the Legislation remain largely the same there are a number of important changes;

1. Directors of a business will be held directly responsible for the H&S performance of the business through due diligence duties. Directors will need to prove a process is in place to run H&S at the required level.
2. The business itself will generally have the primary duty of care and will need to have a suitable H&S system and proof of process that can demonstrate regular implementation of the system.

3. Officers of the business have a duty to implement the system as required and again show proof of process if something goes wrong and/or someone is injured.

Although the new Legislation does not become law until mid-2015, WorkSafe NZ have already increased their expectation around H&S performance. This makes it important that the H&S performance of all businesses, directors and officers is brought up to the required standard now.

## THE HAZARDCO SOLUTION

HazardCo provide a variety of solutions to help meet the WorkSafe expectations and help ensure everyone gets home safely at the end of the day. The resources and safety plans are simple to implement and understand but effective enough to meet the required standard. Local reps will help implement the system and there is a 24/7 toll free support service. The solutions are inexpensive and can be as low as \$430 (ex gst) annually.

**www.hazardco.com**  
**Talk to your ITM sales rep**  
**to order your safety**  
**pack today.**



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# SAFETY

## Cone Bar

- Retractable - Extends from 1.3m to 2.2m
- Reflective yellow sheeting
- Weighs 0.5kg

Cones not included



**\$10<sup>90</sup>** EXCL GST

**HIGHWAY 1**  
Specialty Working Products

## Classic Cone

- 4.5kg
- 900mm high
- Wide Fit

#5500



**\$29<sup>90</sup>** EXCL GST

**HIGHWAY 1**  
Specialty Working Products

## Barrier Tape

- Yellow caution
- 300m

#B3103Y16

**\$24<sup>90</sup>** EXCL GST



- Red danger
- 300m

#B3103R21

**\$24<sup>90</sup>** EXCL GST

**PRESCO**

## GO-SPEC II Safety Glasses

- Protection in windy and dusty environments
- Strap and side arms included
- Ballistic impact resistant moulded lens
- SuperCoat™ anti-fog coating

#GG-45GAF - Grey  
#GG-45CAF - Clear



**\$16<sup>90</sup>** EXCL GST

**ELVEX**

## Earmuffs

- Ultra-lightweight and high visibility
- Low headband force
- Maximises speech communication in moderate noise environments

#HB-640Y



**\$22<sup>90</sup>** EXCL GST

**ELVEX**

## Roofers Kit

- 25 metre rope
- Fall arrest harness
- Carry bag

#HS-12AND0510-NR02



**\$449** EXCL GST

**MILLER**  
by Honeywell

## First Aid Kit

- 1-2 person kit
- Designed for the general construction industry

#FAK209240



**\$29<sup>90</sup>** EXCL GST



## Knee Pads

- Zero Pressure Zone (ZPZ) to redirect pressure away from the knee
- Flexible feet to provide stability
- From one of the largest kneepad manufacturers in the world



#KN-EXT707 - GELPRO  
Extreme Rough Terrain

**\$59<sup>90</sup>** EXCL GST



#KN-GEL40032  
GELITE Flat Terrain Pro

**\$37<sup>90</sup>** EXCL GST

**TOMMYCO**

**FREE**  
SAFETY  
GLASSES  
& SAFETY  
VEST



When you spend over \$150 on any of these products\*

\* Limit of two sets per account. Strictly while stocks last.

# DON'T BE DUMB IN THE SUN

**Skin cancer affects more people in New Zealand than any other kind of cancer, by a very large margin, and tradespeople are at greater risk than most.**

Our geographical location makes working outdoors during summer a high-risk occupation for tradespeople, with a combination of ozone layer depletion and highly elevated UV levels posing real dangers to skin and eyes.

Skin cancers kill outdoor workers at an alarming rate, and unfortunately there are no signs that the trend will abate until people become acutely aware of the seriousness of the issue and protect themselves accordingly.

Here are some important facts and tips to protect your health and safety over the coming summer months.

## HOW TO SAVE YOUR SKIN

- UV levels are at their highest and most damaging level between 11am and 4pm. Plan your schedule to minimise the amount of outdoor work you do during these hours, especially in the middle of the day.
- Always wear a hat (or hard hat) when working outdoors during summer. It will assist in maintaining hydration and provide protection from sunburn and sunstroke.
- Make sure the hat shades the head, face, neck and ears. Ideally, it should have a flap of fabric attached to the back of the hat to protect the neck.
- Dress in clothes that provide as much skin coverage as possible eg collared shirts and at least three-quarter-length trousers.
- Choose fabrics with a close weave which will provide greater protection against UV light.
- Use sunscreen at all times. Even if it's a cloudy day, you will still get burnt because the UV rays can easily penetrate through cloud cover.
- Sunscreen should provide at least SPF 30+ protection, be



water-resistant and should be compliant to the Australian/New Zealand Standard (AS/NZS2604: 1998).

- Apply the sunscreen 15 minutes before going into the sun and reapply regularly for optimum protection.

## DODGY MOLES OR SPOTS?

If in doubt, check them out.

If like most Kiwis, you have spent extended periods out in the sun over the years because of your work, sport or leisure activities, you may be at risk of skin cancer.

The rule of thumb is this: If you have a freckle, mole or sun spot on your skin that seems to be getting bigger, or becomes itchy, or you have a niggling sore that won't heal, check it out ASAP.

Also, look for spots that have changed colour, shape or size or look different from other spots around it. Consult your doctor if you have any of these signs.

Your GP may recommend a MoleMap whereby the moles on your body are 'mapped' using specialist imaging technology. All of the images and associated data are sent via a secure network to be diagnosed by one of a panel of international specialist dermatologists.

The initial MoleMap can then be referred to during annual check-ups in the future so that any changes in any moles can be easily detected.

**molemap**  
BY DERMATOLOGISTS



Take the on-line test today [molemap.co.nz](http://molemap.co.nz)

## DON'T FORGET YOUR EYES

Just like your skin, the surface of your eyes can get sunburnt. Wear wrap-around, close fitting sunglasses that comply with the AS/NZ Standard 1067:2003.



# LADDERS

**FREE**  
SAFETY GLASSES  
& SAFETY VEST



When you spend over \$150 on any of these products\*

\* Limit of two sets per account. Strictly while stocks last.

## Platform Ladder

- 180kg load rating
- Gives a large safe work platform
- Splayed feet optimum stability

#WHPL04 – 4 step, 1.2m

**\$399** EXCL GST



#WHPL06 – 6 step, 1.8m

**\$469** EXCL GST



## Double Sided Step Ladder

- 2.1m high
- 180kg load rating
- Smooth automatic locking mechanism
- Non-clogging hinge

#WHDS07



**\$379** EXCL GST



## Stabull Platform & Handrail

- Multiple height settings 700mm – 1700mm
- 450mm x 1600mm deck size
- Folds down to 3100mm x 1100mm x 125mm
- Full surround handrail

#WST1700+FSH



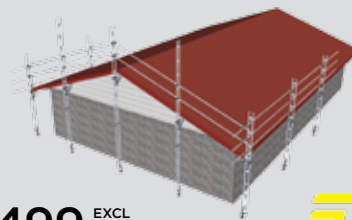
**\$1299** EXCL GST



## Gable End Edge Protection Pack

- 12 metres of roof edge protection
- Lightweight aluminium for easy handling
- Doesn't require any fixing or exterior piercing
- Fully adjustable for length and height

# PACK B



**\$4499** EXCL GST



# COPYCAT SAFETY PRODUCTS

**Beware! Copycat products are making inroads into the scaffolding, safety net and soft landing systems market and are being pushed to unsuspecting builders.**

Since the introduction of the reducing falls from height initiative, there have been a number of safety systems and products introduced to the market that claim to comply with the requirements set by Worksafe NZ.

The massive demand in fall protection equipment has resulted in products appearing overnight in an attempt to meet the demand, but not all meet the required standards.

Safety nets work by absorbing the energy created by a falling body. If a net doesn't comply with EN1263 it is possible the "pretender" will not absorb enough energy and the falling body will still suffer massive injuries.

## HOW CAN YOU BE SURE OF YOUR SAFETY?

Soft landing systems are covered by PAS 59 2014. This is a worldwide standard to ensure the bags meet the minimum energy absorption requirements and are also fire resistant. This standard does not cover products that are individually air filled and inflated/deflated on site.

## ASK THE QUESTION!

All quality suppliers of these systems should be able to supply you with detailed test certification.

For more info contact Fall-Pac on 0800 6528099 or talk to your ITM Sales rep.





# ARE YOU DEALING WITH YOUR DUST?

**Are you cutting, grinding, or sawing building materials on site?  
Creating a lot of dust in the process? What do you do about that dust?**

Employers have an obligation under the Health and Safety Act 1992 to eliminate, isolate or minimise hazards such as dust that can be inhaled by employees. Long term respiratory exposure to workplace dusts can cause serious lung disease.

As an example, long term exposure to dust from fibre cement or concrete products can cause Silicosis, a potentially fatal disease that damages the lung tissue. Across New Zealand hundreds of tradespeople work with such products every day and do not take suitable precautions.

More and more tradespeople are now taking serious steps towards proper dust extraction and

collection – not just for legal and health issues, but they have realised the time and costs that can be saved by cleaning up as they go. The old days of having the apprentice push the broom around at the end of each day just don't cut it anymore.

## SERIOUS DUST SOLUTIONS FOR THE WORKPLACE

The Nilfisk Xtreme Clean vacuums provide superior suction performance as well as a unique self-cleaning filter system. During operation the filter is automatically cleaned whenever it becomes clogged, meaning no downtime stopping to manually clean the filter, and no reduction in suction performance.

**Nilfisk**  
Vacuums

**FREE  
SAFETY  
GLASSES  
& SAFETY  
VEST**



When you spend over \$150 on any of these products\*

\* Limit of two sets per account. Strictly while stocks last.

### 25L Wet & Dry Vacuum & Dust Extractor

- Air flow rate 3600 l/min
- Exhaust air blow function
- Automatic start/stop for auxiliary power tools
- Push & Clean filter cleaning system

#AERO 26-21PC

**\$369** EXCL GST



**Nilfisk**  
Vacuums

### 125mm Fibre Cement/Concrete Cutter with Dust Extraction Guard

- 1300 watts
- Efficient dust extraction when used with vacuum attachment
- Tool-less depth adjustment
- Tool-less cover removal

#CM5SB

**\$279** EXCL GST



**HITACHI**

### 45L Industrial Dust Extractor

- Full-auto filter cleaning system
- Auto on/off power - tool connection
- Washable wet and dry filter

#ATTIX 560-21XC

**\$1199** EXCL GST



**Nilfisk**  
Vacuums

### Dust Extraction Hose

- Anti-static
- 3.5m length
- 27mm

#15325

**\$99** EXCL GST



**HITACHI**



# MY PERSPECTIVE ON THE NEW HEALTH & SAFETY LAWS

**You should all be aware by now that new health and safety laws are in the pipeline.**

BY GEOFF HARDY, AN AUCKLAND COMMERCIAL LAWYER

The impetus for change of the health and safety laws came from the Christchurch earthquakes and the Pike River mining disaster, and the tragic loss of life, serious injuries and emotional trauma they resulted in. These and the official enquiries that followed them persuaded the Government to adopt a brand new health and safety law modelled on the Australian legislation. Obviously this is not the first time we have had health and safety laws – we have had them for more than 100 years – but in the past people have not taken them seriously enough and they have not been enforced effectively.

**The new law is now more likely to happen in the second half of 2015 so we will all have some time to get accustomed to it before it actually comes into force.**

The new law is known as the Health and Safety Reform Bill, which was introduced on 10 March 2014 and was referred to Parliament's Transport and Industrial Relations Committee. That Committee accepted public submissions on the Bill up until 9 May 2014 but it is not due to report back to Parliament until 30 March 2015. Although the new law (to be named the Health and Safety at Work Act or the "HSW Act") was originally intended to be passed by 1 April 2015, that is now more likely to happen in the second half of 2015. Then we will all have some time to get accustomed to it before it actually comes into force.

## THE MAIN CHANGE IS THE LIABILITY

The HSW Act will differ from the current Health and Safety in Employment Act 1992 (the "HSE Act") in two important respects. First, the penalties will be significantly increased (to a maximum of 5 years imprisonment and a \$600,000 fine for individuals, and a maximum \$3m fine for companies). Secondly, much greater liability will be imposed on the directors and senior employees of the businesses concerned.

Under the existing HSE Act and its Regulations, a business proprietor such as a builder has a large number of specific health and safety duties. If you are an employer you have by far the most duties, but you also have a few duties if you are in charge of a workplace or work equipment, or if you sell or hire out work equipment, or you hire contractors, or you are self-employed, or you are an employee. You do have to get to know your specific obligations, although in most cases they boil down to taking all practicable steps to ensure no-one is harmed by your work.

Under the HSW Act the approach is much the same but the terminology is slightly different. There are roughly 16 separate duties you have to comply with, and these are imposed mostly on a "person conducting a business or undertaking" (a "PCBU"). All builders running their own business are covered by these rules, but employees and individual contractors are not, although they have their own set of requirements to comply with.

**SENIOR MANAGERS ARE MORE EXPOSED**

The new duties (which are summarised below) are not significantly different from the existing ones, and most of them are capable of applying to a building business. In general you only have to do what is “reasonably practicable”, but you cannot insure against your potential liability, and you cannot delegate or contract out of your duties, so there is no escaping them. Most importantly, all directors, partners, trading trustees, and senior managers of the building business must exercise “due diligence” to ensure their business complies with its duties, and they will face heavy penalties if they don’t.

**Much greater liability will be imposed on the directors and senior employees of the businesses concerned.**

What does due diligence involve? Well, it includes taking reasonable steps to become (and remain) informed about health and safety issues, and to fully understand your own operations, hazards and risks. You have to ensure the business has (and uses) appropriate resources and processes to eliminate or minimise those risks, that it gathers information about incidents, hazards and risks, and that it acts on that information promptly. Finally, you have to ensure that your business has (and implements) processes for complying with its duties and obligations, and you have to verify your business does all the above things.

**WHAT ARE THE NEW DUTIES?**

The duties imposed on all PCBUs comprise the following:

- 1. Ensure the health and safety of all affected workers.
- 2. Ensure no-one else is put at risk from your work.
- 3. Ensure you have a risk-free work environment.
- 4. Ensure your plant and structures are safe.
- 5. Ensure you have safe systems of work.
- 6. Ensure the safe use, handling & storage of plant, etc.
- 7. Ensure there are adequate facilities for the welfare of workers.
- 8. Ensure all necessary information, training, instruction or supervision is provided to protect from risks.
- 9. Ensure worker health and conditions are monitored.
- 10. If you have management or control of a workplace, ensure it is largely risk-free.
- 11. If you have management or control of fixtures, fittings, or plant, ensure they are largely risk-free.

- 12. If you design plant, substances or structures, ensure they are largely risk-free.
- 13. If you manufacture plant, substances or structures, ensure they are largely risk-free.
- 14. If you import plant, substances or structures, ensure they are largely risk-free.
- 15. If you supply plant, substances or structures, ensure they are largely risk-free.
- 16. If you install, construct or commission plant or structures, ensure they are largely risk-free.

**IT’S WORTH TAKING IT SERIOUSLY**

I wrote a textbook on OSH Law in 1998, when the HSE Act was relatively new. In the course of doing that I researched every case that had been decided on the Act since its introduction. What those cases demonstrated is that it is impossible for anyone in business to anticipate and avoid every risk, particularly when humans cut corners, as they typically do. So when a work-related accident or illness occurs, liability generally follows the event, because the very occurrence of the accident or illness pretty much demonstrates that a practicable step wasn’t taken.

In fact, in approximately 75% of those cases the business owner pleaded guilty to the charge, even if the victim had gone to extraordinary lengths

**One of the major factors that results in a lower sentence is the fact that you have been diligent about trying to manage the hazards in your workplace.**

to get around all the safety precautions that had been put in place. After pleading guilty, the business owner then advanced reasons why a lower sentence was appropriate. But that is no reason to be defeatist. One of the major factors that results in a lower sentence is the fact that you have been diligent about trying to manage the hazards in your workplace. And there are plenty of good-value consultants around to help you do that.

Just remember that despite all the hype, OSH law isn’t changing much, so it’s no reason to give up the building business. However, I would give some serious thought to whether I wanted to become a non-executive director or CEO of a large building company.



Geoff Hardy has 39 years’ experience as a commercial lawyer and is the senior lawyer in the Auckland firm “Madison Hardy”. He guarantees personal attention to new clients at competitive rates. His phone number is (09) 379 0700, fax (09) 379 0504, and email geoff@madisonhardy.com. This article is not intended to be relied upon as legal advice.

# POWER TOOLS

## 165mm Plunge Cut Saw

- 1300 watt
  - Magnesium base, blade cover and gear housing cover
  - Highly accurate position cutting when fitted to rail
- #SP6000J



**BONUS**  
1400mm Rail

**\$759** EXCL GST

**Makita**

## 185mm Dustless Circular Saw

- 1400 watt
- For dust free cutting of hazardous materials
- Easily attaches to dust extractor #5057KB



**BONUS**  
B-20650  
PCD Blade



**\$579** EXCL GST

**Makita**

## 32L Vacuum Cleaner



- Compact and lightweight
  - Wet / Dry dust collection without changing filter
  - Automatic on/off switch activation with power tool
- #VC3210LX1

**\$749** EXCL GST

**Makita**

## 18V Dust Extractor

- For concrete drilling/cutting, wood cutting with circular saw or jigsaw
  - Converts into blower by attaching nozzle assembly (inc)
  - Battery not included, accepts new 4.0Ah batteries
- #DVC350Z



**\$329** EXCL GST

**Makita**

## 18V Cordless Blower/Vacuum

- High performance with variable speed
  - Can be used as a blower or a vacuum
  - Battery not included
- #DUB182Z



**\$117** EXCL GST

**Makita**

## 125mm Angle Grinder

- 1,100 Watt
  - Super Joint System II developed for effective vibration absorption
  - Ergonomic barrel grip
- #GA5040



**BONUS**  
Makita Safety Glasses

**\$189** EXCL GST

**Makita**

## Low Velocity Powder Actuated Tool

- Auto piston return
  - Anti-vibration bumper
  - 10 nail magazine
  - For metal sheeting, brick ties, dry lining track, kick plate fixing and steel to steel
- #M371



**\$619** EXCL GST

**EXPANDET**

## Fusion Bradder 34°

- The power and utility of a pneumatic tool combined with the convenience of a cordless tool
  - No gas fumes
  - Thumbwheel depth of drive
  - Li-ion 18V battery
- #FN65DA



**\$689** EXCL GST

**SENCO**

**FREE**  
SAFETY  
GLASSES  
& SAFETY  
VEST



When you spend over \$150 on any of these products\*

\* Limit of two sets per account. Strictly while stocks last.

# MOBILE SCAFFOLDING



**Staffy products are designed in New Zealand. There are two different systems of mobile aluminium scaffolding: Staffy Tough & Sprint.**

## STAFFY TOUGH SYSTEM

Designed to be tough but lightweight and easy to set up. Comes in two width sizes, 800mm and 1400mm. Both are sold in complete sets and are fully compatible with each other. Add more sets or accessories as you need them. Good for outdoor and heavy use.



## STAFFY SPRINT SYSTEM

The Staffy Sprint Tower can be set up in 20 seconds and fits through doorways. Perfect for painters and plasterers. Unique design - simply unfold and place 3 platforms to your requirement. No more ladders. Great for indoors and lighter duty work.



**www.staffy.co.nz**  
**0800 staffy (782 339)**

# SOFT LANDING SYSTEMS



**Fall-Pac New Zealand supply and install safety bags for use on residential and commercial building sites.**

Fall-Pac bags are available in 2 sizes, 2500 x 644mm and 1250 x 644mm. The bags are polypropylene, manufactured to ISO 9001 standards, filled with chipped polystyrene pieces. They are NOT airbags or beanbags. Each bag is lightweight, waterproof, fire retardant, hardwearing, and covers 1.6m<sup>2</sup> of floor space when laid flat.

These bags are the ONLY bags in New Zealand to comply with the PAS 59 2014 Revision and are fully compliant with WorkSafe NZ requirements. The bags can be hired on a daily basis and are delivered and collected from the site.

**www.fall-pac.co.nz 0800 652 8099**



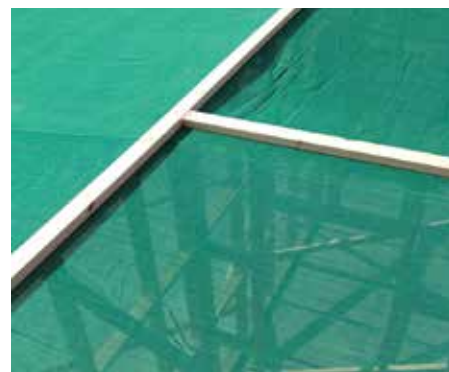
Give your plans to your ITM store and Fall-Pac can produce a quote. Currently available at ITM stores in these areas: Whangarei, Auckland, Hamilton, Napier, New Plymouth and Christchurch.

# FALL THROUGH PROTECTION



**The Chippy Catcher is a knitted polyethylene fabric (HDPE), installed to create fall protection when working above residential framing.**

The Chippy Catcher is easily installed by the builder on-site and does not disrupt traditional construction processes, unlike other fall protection methods used at floor level. It can be installed in windy conditions and is partially see-through ensuring continual spatial awareness while working.



The Chippy Catcher is available in the following 9 sizes: 8m x 7m, 8m x 10m, 8m x 12m, 8m x 14m, 8m x 16m, 12m x 10m, 12m x 14m, 12m x 16m, and 12m x 18m.  
**www.chippycatcher.co.nz 0800 304 030**  
**See in-store or talk to your ITM sales rep to place an order.**



# TOOLS, HEALTH AND SAFETY

**Having the right tools for the job is critical for a successful business, as is avoiding injury and being aware of safety laws. Here's what you need to know.**



**THIS IS THE LAST OF SIX ARTICLES ABOUT SETTING UP YOUR OWN BUSINESS, ADAPTED FROM THE BRANZ BOOK BUILDING BASICS: YOUR BUSINESS**

**SPECIAL  
PRICE  
24% OFF  
EXCLUSIVE  
TO ITM**

**SEE PAGE 12  
FOR MORE DETAILS.**

A portion of a builder's charge-out rate should cover buying, maintaining and replacing tools. If a job will be harsh on a tool (such as reciprocating saw blades when replacing a house-lot of windows and doors), allow the cost of these in the quote. When purchasing tools, also buy spare blades, bits, knives, discs and other replaceable attachments so they are available when needed.

One builder had two big bathroom jobs using the same sheet lining that chipped easily. He bought a special track saw that cuts sheets without chipping, and it quickly paid for itself through no wasted sheets or time on the two jobs.

More expensive equipment may be hired when needed – for example, a builder may own an aluminium scaffold less than 5m tall for small jobs, but hire larger scaffolding for a house build, and add the cost to the job.

Many builders supply their apprentices with basic tools and then recover the cost from their wages over time. There may be an agreement that the apprentice will slowly build up the full kit.

## TOOL MAINTENANCE

Maintenance (other than changing blades) is too often done when a piece of equipment no longer functions. A better approach:

- Clean tools and put away after use.
- Have specific places for tools in the van, making sure they are held securely when travelling.

- Try not to leave tools in the rain – if they get wet, dry before putting away.
- Keep cutting tools sharp.
- Carry at least one spare blade/bit/knife/disc/attachment for all tools.
- Apply covers to cutting edges or retract blades when not in use.
- Lubricate moving parts.
- Check electrical leads and plugs for damage before use.
- Avoid kinks when coiling leads.
- Avoid running over or crushing electrical leads.
- Get electrical tools tested and tagged every 3 months by a competent person – this can be an employee who has done a recognised course and has the right equipment (they do not have to be a registered electrician).
- Develop a schedule for tools that require regular checking and maintenance, such as powder-actuated tools.

## TAX AND DEPRECIATION

Tools and equipment that cost less than \$500 can usually be claimed as immediate expenses for tax, but for more expensive items expected to last several years you will most likely claim depreciation. Ask your accountant for advice. IRD also has help at [www.ird.govt.nz](http://www.ird.govt.nz) – search on “business income tax + depreciation” (minus the quotation marks).

## HEALTH AND SAFETY

The key safety law currently in force is the Health and Safety in Employment Act 1992. This provides for:

- Establishing duties and responsibilities for employers, employees, and people who control places of work.
- Hazard identification and control.
- Training and supervision.
- Providing safety information.
- Emergency procedures.

Employers must provide employees with safety gear. Employers cannot recover this from employees' wages or just provide an allowance for employees to buy their own. This generally means providing staff with:

- Steel-capped shoes or boots.
- Hard hat.
- Hearing protection.
- Eye protection.
- Hi-vis vest/jacket/top.
- Gloves.
- Sunscreen.

Workplaces must have toilets, hand washing facilities, drinking water, a first aid kit, lighting and places for clothes and meals.

There are codes of practice and guidelines for many construction areas. You can find links on the website: [www.level.org.nz/health-and-safety/](http://www.level.org.nz/health-and-safety/).

Examples of requirements:

- There are rules around particular hazards including loud noise, mobile plant, working at heights over 3m, scaffolding, and excavations over 1.5m deep.
- Notifiable work includes that where falls of 5m or more are possible, erecting/ dismantling scaffolding 5m or higher, lifting 500kg or more over 5m in height, using explosives, breathing compressed air such as in a confined space, roadside tree felling, asbestos removal and excavations over 1.5m deep.

- Certificates of competence are required in situations including using powder-actuated fastening tools, erecting scaffolds over 5m high, and asbestos work.

### A NEW LAW IS COMING

A new health and safety law, The Health and Safety at Work Act, is due to replace the existing Health and Safety in Employment Act in 2015.

Among the changes will be:

- More responsibility on managers and company directors to manage risks and keep workers safe.
- Workers will be more involved in workplace health and safety.
- Tougher penalties will apply to people who break the law.

### CREATE A HEALTH AND SAFETY POLICY

It is a good idea to develop a policy for safety matters on site and get the team to buy into it. A policy doesn't need to be complicated. It should have:

- A statement that the business is committed to health and safety.
- A list of expectations on how people should comply.

Policies should be written, accessible, practical and be reviewed occasionally by anyone working on the site.

You can find a sample health and safety policy at [www.dol.govt.nz](http://www.dol.govt.nz) by searching for "health and safety policy".



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### How does a builder know what to do when they make the decision to go it alone?

Until now, there has been no one place to go to find out everything you need to consider before starting your own business. This 180 page guide outlines the key things you need to think about.

For those already running a business, it is a chance to get some new ideas to help your business run more smoothly.



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# THE GAME FISHING SEASON CHECK LIST

**I've put together a list of things to consider before heading out to do battle with the magnificent marlin, tuna and sharks that arrive on our coast at this time of year.**

## THE BOAT

When venturing off shore game fishing it is imperative the engine is in good working order. But also check the pumps on the live bait tank and tuna tubes; check that outrigger clips are working and that all the electronics are working (transducers often get growth on them over the winter for boats that are moored or in a marina).

## TACKLE

How old is that mono?! Two seasons is the maximum limit (for me) on even the least used and best looked after line. If you don't change it, at least take off the top 30 metres or so and re-tie all the knots. Don't worry about losing a wee bit of line from the top of the spool.

Check all leaders on lures for wear and pay particular attention to where the leader goes through the lure head. It pays to re-crimp everything. Crimps corrode, so re-crimp all lures. Crimps are cheap, and it only takes a minute. If nothing else it'll make you feel more confident having new line and new rigs when you've hooked the big one. Get the rod rollers lubed, reels serviced, hooks sharpened and your tackle maintenance is about done.

## BITS AND PIECES

Rubber bands deteriorate over time so get a couple of boxes. There are 101 uses for the good ole #32 rubber band on a game fishing boat. A file! It bewilders me that when I step aboard game fishing boats and they don't have a file for the hooks, and when they do they are often an old rusty thing that you couldn't file your nails with.

And if all the fish in a pack attack you will need a gimbal and harness for every rod in the water. More lures doesn't equal more fish – it equals more tangles. Four lures is more than enough!

## SAFETY GEAR

Aside from the obvious life jackets for everyone, a means of communication (VHF radio, cellphone or SSB) and epirb, there are other safety considerations when game fishing.



Bolt cutters are handy for cutting a big hook that may have hooked someone, the alternative, which doesn't bare thinking about, is a long uncomfortable trip to the hospital wearing a 12/0 game fishing hook.

Sunscreen and hats are a must out on the briny over summer. Polarised sunnies are affective for spotting fish and will also protect the eyes. Always have on board a first aid kit. A torch with batteries is also handy even if your boat already has adequate lighting, just in case you have to fight a big one into the night.

But the most important part of safety isn't life jackets or emergency calls – it's not getting into strife in the first place. Prevention of an incident is better than parking an ambulance at the bottom of a cliff. Sadly, already this summer people have drowned while wearing life jackets, because they've made bad decisions. So check the weather and know the limits of your boat and your experience.

Keep 'em tight

*Matthew Watson.*  
Matt



**Voting begins February 12th.**

Last year The ITM Fishing Show won the 'Best Sports Show' & 'NZ's Favourite Show' in The TV Guide Best on the Box awards. We're hoping to win it again this year, but we need your help! Voting opens Feb 12th, visit [thefishingshow.co.nz](http://thefishingshow.co.nz) to vote.

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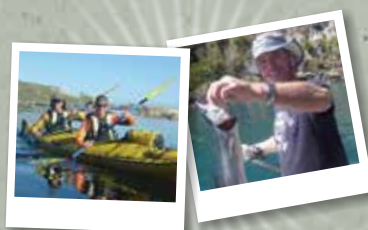
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\* This promotion is open to trade account holders only. Purchase your GIB Aqualine® at ITM stores throughout New Zealand and you will automatically go into the draw.



# THE HEALTH & SAFETY TOOLKIT (PART 1)

**This is the first of five articles in a series adapted from WorkSafe New Zealand's Health and Safety Toolkit for Small Construction Sites.**

We all know construction can be dangerous work. People are hurt and injured every week on building sites. Last year alone five people were killed while working in construction – and each death was a tragedy for friends, family and co-workers. The blunt truth is that fatalities in the sector are double the average for other industries.

It's WorkSafe's job to help businesses and workers to turn that around and ensure everyone comes home safe and well at the end of the working day. But the truth is that health and safety at work is everyone's responsibility. As the health and safety regulator, WorkSafe will never be able to reduce the toll of workplace deaths and injuries by itself. WorkSafe can't be in every workshop or on every building site – it is up to those that create workplace risks to manage those risks.

To help employers and employees in the construction sector do just that, WorkSafe has developed The Absolutely Essential Health and Safety Toolkit for Small Construction Sites. It's a starter-course in the basics of good health and safety practice that you can slip into your back-pocket.

The toolkit is broken down into a number of sections including:

- Working at height
- Hazardous substances
- Personal protection
- Emergency situations

Over the next few issues of Building Business there will be articles covering each individual subject area. But for this first article we will start with the basics – General Management.

## GENERAL MANAGEMENT

At its heart, a lot of good health and safety practice boils down to common sense. When you are managing your business, ask yourself these fundamental questions:

- Are you giving enough time to planning, organising and controlling your work?

- Are you checking what actually happens and stopping dangerous practices?
- Do you have someone to turn to for health and safety advice?
- Do you take pride in your standards?
- Do you think about health risks as well as safety risks (it may help to think of them as 'slow-acting accidents')?

These five simple questions are a great place to start if you want to check whether your business is taking health and safety seriously enough. Don't just ask them once – ask them again and again to ensure your business is consistently looking out for the health and safety of people at your worksites.

If you are an employer you have a duty/responsibility to look after those people working for you.

- Make sure they are trained, competent and fit to do the job safely and without putting their own or others' health and safety at risk.
- Provide proper supervision and clear instructions.
- Ensure they have the right tools, equipment, plant and protective gear.
- Involve employees in any discussions about health and safety.
- Provide access to washing and toilet facilities.

Of course it is not just employees that need to be protected. The health and safety of anyone who is on site at a place of work must be considered. If you are a principal who contracts, or a contractor who sub-contracts work to others do you:

- Check the health and safety performance of the people you plan to use?
- Give them the health and safety information they need for the work?
- Hold regular discussions about how the work is



going, including safety problems and concerns?

- Make sure that you have provided everything you agreed (eg safe scaffolds, the right plant, access to toilets etc)?
- Check their performance and remedy any shortcomings?

### WORKER FATIGUE

There are other simple and straightforward measures businesses can take as part of basic health and safety management - taking worker fatigue and workloads into account, for example. Make sure the working day is structured to allow adequate rest and meal breaks. Staggering starting and finishing hours may make sense if a project requires longer than usual working days. Schedule tasks suitably throughout the working day and monitor and place limits around overtime worked, consecutive night-shifts and on-call duties.

It's all about good planning. These sorts of measures are not difficult or costly, but they can make a real difference to the health, safety and wellbeing of workers, contractors and subbies. It is not just good health and safety practice, it is good business practice too. By taking care of your workforce you'll get the best out of them.

### REPORTING INCIDENTS

Of course, even with the best will in the world things can still go wrong. If they do you must report accidents, unsafe situations and serious harm incidents. If it is an emergency dial 111 but also notify WorkSafe as soon as possible about any serious incidents, unsafe situations or work-related illnesses. You can call 0800 030 040 at any time, night or day, or submit a notification form online at [worksafe.govt.nz](http://worksafe.govt.nz).

Remember, if there has been an incident you must not interfere with the scene until authorised by a health and safety inspector - unless you're acting to protect people or property.

The Absolutely Essential Health and Safety Toolkit for Small Construction Sites is available on the WorkSafe website. It does not cover legal requirements and is a guide only. There is also plenty more information at [business.govt.nz/worksafe/construction](http://business.govt.nz/worksafe/construction).

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# ITM 500 AUCKLAND VOLUNTEERS FINISH ON TOP

**The group of 420 volunteers at the ITM 500 were voted 'Best Volunteer Group' for 2014.**



New Zealand's largest annual motorsport event, the ITM 500 Auckland V8 Supercars race, has enjoyed a strong finish to 2014, winning the 'Best Volunteer Group' award at the annual V8 Supercars awards held in Sydney recently.

The Best Volunteer Group award is judged by V8 Supercars race directors and stewards, who rate volunteers at each of the 14 events on V8 Supercars Australia's annual race calendar. Volunteers at each event are judged on a number of categories, including the professionalism of race control, administration and flag marshals, and the speed of vehicle recovery from the track in event of an accident. Deborah Day, who is the volunteer coordinator from The Motorsport Club and manager at Dayle ITM said everyone was "stoked" with the

award - "It's nice for them to be rewarded for their hard work".

James Warburton, V8 Supercars CEO, says the 420 volunteers at the ITM 500 Auckland scored highly in these categories, and particularly impressed in their commitment to delivering a world-class event.

"The general co-operation and willingness of the volunteers at the ITM 500 Auckland really stood out. This hard, and often behind-the-scenes work by volunteers, is a vital part of creating a superb event experience for racing fans."

The next ITM 500 Auckland event will be held from 6-8 November 2015 at Pukekohe Park Raceway, moving back to a November date for the first time since 2003.

# BUILDING LAW CHANGES SEMINARS

## Part two: The nuts and bolts.

The January 1st changes to the Building Act include new responsibilities for builders such as the need to provide potential customers with formal pre contract checklists, written company disclosures and written building contracts, together with the requirement to attend to any defects reported by the customer within a period of 12 months.

The ToolBox Seminar will cover these new responsibilities in detail, showing you how to work through these checklists and disclosures in a manner that showcases your company's point of difference. The seminars will explain the changes to building contracts and how builders can use them more effectively. Also included will be an explanation of variation forms and how they relate to contracts and valid payment claims.

These are all essential tools to ensure you comply with the new laws, get a head start on your competition and importantly, get paid for your work.



SEE PAGE 18 FOR SEMINAR DATES AND LOCATIONS.

NORTH ISLAND		TIME	LOCATION	VENUE	ADDRESS
9-Feb-15	Mon	5.30pm Light Refreshments 6.00pm Start	Whakatane	Tuscany Villas Motor Inn	57 The Strand
10-Feb-15	Tue	6.30pm Light Refreshments 7.00pm Start	Rotorua	The Commercial Travellers' Club Rotorua	26 Moncur Drive
11-Feb-15	Wed	Start 4.00pm	Hamilton ITM	Thomsons ITM	Crawford Street
16-Feb-15	Mon	6.30pm Light Refreshments 7.00pm Start	Te Awamutu	Te Awamutu Golf Course Club Rooms	Kihikihi Rd, State Highway 3
17-Feb-15	Tue	Start 5.00pm	AKL ITM Drury	Thomsons ITM	255 Great South Road, Drury
18-Feb-15	Wed	Start 6.00pm	AKL ITM Avondale	Dayle ITM	713 Rosebank Road, Avondale
23-Feb-15	Mon	6.30pm Light Refreshments 7.00pm Start	Auckland (Whangaparaoa)	Whangaparaoa Golf Club	1337 Whangaparaoa Road, Army Bay
24-Feb-15	Tue	6.30pm Light Refreshments 7.00pm Start	Wellsford	The Owl	120 Rodney Street
25-Feb-15	Wed	Start 4.00pm	AKL ITM Kumeu	Western ITM Kumeu	154 Main Road, Kumeu
2-Mar-15	Mon	5.30pm Light Refreshments 6.00pm Start	Taupo	Taupo Cosmopolitan Club	5 Taniwha Street
3-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Hamilton	Flagstaff Club	Commodore Drive
10-Mar-15	Tue	Drinks 6.30pm 7.00pm Start	Tauranga	Mount Ocean & Sports Club	The Mall Pilot Bay, The Mount
16-Mar-15	Mon	5.30pm Light Refreshments 6.00pm Start	Gisborne	TBC	TBC
17-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Napier	Taradale RSA	156 Gloucester Street, Taradale
24-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Auckland (Northcote)	The Backyard	31 Northcote Road, Northcote
24-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Wellington	TBC	34 Molesworth Street, Thorndon
25-Mar-15	Wed	6.30pm Light Refreshments 7.00pm Start	Paraparaumu	Paraparaumu Beach Golf Club	376 Kapiti Road, Paraparaumu
25-Mar-15	Wed	6.30pm Light Refreshments 7.00pm Start	Auckland (Remuera)	TBC	TBC
30-Mar-15	Mon	5.30pm Light Refreshments 6.00pm Start	Waiheke Island	Waiheke Island Rugby Club	The Pavilion, Onetangi Sport Park, O'Brien Rd
31-Mar-15	Tue	5.30pm Light Refreshments 6.00pm Start	Whangarei	North Tec Whangarei	Gate 1, Learning Centre, Raumanga Valley Road
1-Apr-15	Wed	5.30pm Light Refreshments 6.00pm Start	KeriKeri	TBC	TBC
SOUTH ISLAND		TIME	LOCATION	VENUE	ADDRESS
10-Feb-15	Tue	5.30pm Light Refreshments 6.00pm Start	Greymouth	Kingsgate Hotel Greymouth	32 Mawhera Quay
11-Feb-15	Wed	5.30pm Light Refreshments 6.00pm Start	Westport	Denniston Dog Hotel	18 Wakefield Street
16-Feb-15	Mon	5.30pm Light Refreshments 6.00pm Start	Timaru	Timaru Town & Country Club	(Main Building) 99 Douglas Street, Highfield
17-Feb-15	Tue	5.30pm Light Refreshments 6.00pm Start	Oamaru	Criterion Hotel (Backroom)	3 Tyne St
23-Feb-15	Mon	5.30pm Light Refreshments 6.00pm Start	Geraldine	Geraldine Heritage Hotel	31 Talbot Street
24-Feb-15	Tue	5.30pm Light Refreshments 6.00pm Start	Christchurch	Hornby Working Men's Club	Westfield Lounge
3-Mar-15	Tue	5.30pm Light Refreshments 6.00pm Start	Wanaka	Lone Star Wanaka	50 Cardrona Valley Road
4-Mar-15	Wed	5.30pm Light Refreshments 6.00pm Start	Queenstown	TBC	TBC
9-Mar-15	Mon	6.30pm Light Refreshments 7.00pm Start	Blenheim	Admirals Motor Lodge	161 Middle Renwick Rd, Springlands
10-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Nelson	Nelson Suburban Club	168 Tahunanui Drive
11-Mar-15	Wed	5.30pm Light Refreshments 6.00pm Start	Christchurch (Rangiora)	Rangiora RSA	
18-Mar-15	Wed	5.30pm Light Refreshments 6.00pm Start	Cromwell	Cromwell Town & Country Club	32 Melmore Terrace
19-Mar-15	Thu	5.30pm Light Refreshments 6.00pm Start	Dunedin	Port Otago Lounge The Edgar Centre	116 Portsmouth Drive, Andersons Bay
31-Mar-15	Tue	6.30pm Light Refreshments 7.00pm Start	Winton	Winton Middle Pub	232 Great North Road
1-Apr-15	Wed	6.30pm Light Refreshments 7.00pm Start	Invercargill	Oreti Room Ascot Park Hotel	Cnr Tay Street & Racecourse Road

Check itm.co.nz for updates

# RECORDS OF WORK

**It is a legal requirement of the Building Act that LBPs provide a Record of Work on completion of restricted building work.**

Once you have completed the Record of Work it must be supplied to both the owner and the relevant territorial authority.

## COMPLAINTS

A significant number of recent complaints before the Building Practitioners Board (the Board) have been about Records of Work and LBPs not meeting their legal obligations to provide this statutory form in a timely manner.

The Board and the Ministry of Business, Innovation and Employment are of the same view when it comes to issuing Records of Work. They must be:

- Provided by each LBP who has carried out or supervised restricted building; and
- On completion of the restricted building work.

Most Record of Work complaints come about as a result of a breakdown in the relationship between the LBP and their client. The Record of Work is often used as leverage to obtain outstanding payment or a means of resolving a dispute. In both cases this represents unlawful behaviour.

## THE BOARD

Not issuing a Record of Work is a relatively trivial reason to come before the Board, and in most cases is completely unnecessary and avoidable.

If disciplinary action is taken against an LBP for a Record of Work offence it will remain on the LBP register for a period of three years. This constitutes a comparatively harsh penalty for what is often an isolated and relatively minor offence.

Finally, the Board has published a number of decisions relating to Records of Work and these are available at [www.lbp.govt.nz](http://www.lbp.govt.nz). Decision C1100 in particular contains a reasonably full discussion and some guidance for practitioners.

**To download the Record of Work form, go to [www.dbh.govt.nz/rbw-forms](http://www.dbh.govt.nz/rbw-forms). Alternatively ask your ITM representative about the triplicate record book.**

## REDUCE YOUR PAPER WORK!

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# THE NEW CONSUMER PROTECTION MEASURES: A SUMMARY

**New consumer protection measures in the Building Act 2004 encouraging a professional, no-surprises relationship between you and your clients are now in place for residential building work or renovations started on or after 1 January 2015.**

## BEFORE SIGNING A CONTRACT

*Note: Only the party contracting with the homeowner has to provide this information; if you are a subbie hired by the main contractor (not the homeowner) you don't need to provide the checklist or disclosure statement.*

You must provide a standard checklist to potential clients if they request it or if the building work is likely to cost \$30,000 or more. A checklist has been prepared by the Ministry of Business, Innovation and Employment (the Ministry) covering the content required by law and includes information on how building projects are managed, hiring contractors, what should be covered in a written contract and resolving disputes. You can print the checklist or email the PDF directly to your clients, but you must not make any changes to the checklist itself (for example, you can't add your business logo or contact details).

If the work is \$30,000 or more including GST (or if the homeowner requests it) you must also provide information about your skills, qualifications,

licensing status and the insurance or guarantees you provide in a disclosure statement before you sign a contract. You can't change the information on the disclosure statement, but you can send other separate documents to clients at the same time, which is a perfect marketing opportunity. Why not attach a couple of examples of work you're proud of, or some references clients could call?

A template of the disclosure statement and the prescribed checklist are available free of charge at [www.doyourhomework.co.nz](http://www.doyourhomework.co.nz).

## WRITTEN CONTRACTS

Written contracts are mandatory for all residential building work costing \$30,000 (including GST) or more. As the contractor, it's your responsibility to provide the written contract. This means creating one for your business with your lawyer, picking one up from your industry association or buying one from Standards NZ (3902: 2004 Housing, Alterations and Small Business contract).

### Your written contract must include the following:

- Names, physical and postal addresses (including the address for the delivery of notices) of both parties, and all relevant contact details (eg phone numbers and email addresses).
- The address or location description of the site where the building work will be carried out.
- The date(s) the contract has been signed by both parties.
- The expected start and completion date and how possible delays will be dealt with.
- The contract price or the method by which the contract price will be calculated (eg fixed hourly rate with materials invoiced separately by the supplier).
- A description of the building work that you will complete including the materials and products to be used (if known).
- Which party will be responsible for obtaining building consents, and any other approvals required, to carry out the building work.
- Who will be carrying out and/or supervising the building work.
- How notices and certificates will be given by one party to the other.
- The payment process, including dates or stages for payment and how payments will be invoiced, made and receipted.
- How defects in the building work will be remedied, including reference to the existence and application of the implied warranties in sections 362I to 362K of the Building Act.
- The dispute resolution process to be followed if there is a disagreement.
- How variations to the building work covered by the contract will be agreed before work continues.
- An acknowledgement that the client has received the checklist and disclosure statement.

Remember that the minimum content only covers the basics. Take time to make sure your contract is suitable for the building work you are undertaking. When a written contract doesn't exist, or where the contract doesn't cover required content, there are default clauses that will be considered part of the contract. These clauses only apply if you don't have a written contract or if there is no clause on the same topic in your contract. A default clause won't override an existing clause in your contract on a similar topic.

The default clauses cover many aspects of a building project; including that you would be responsible for obtaining all consents and approvals on behalf of the client, and that you can't submit a final payment claim until the Code Compliance Certificate has been provided.

Don't rely on the default clauses to be the terms and conditions for your contract. They may not be favourable to your situation or appropriate for the building project.

### ONCE BUILDING WORK IS FINISHED

Once you've finished all the building work, you must provide the following information and documents, regardless of the price of the work;

- A copy of any current insurance policy you hold for the completed work.
- A copy of any guarantees or warranties including information on how to make a claim and if it must be signed and returned.
- Information about maintenance requirements; particularly those that are required to meet the building code or anything that could affect any guarantee or warranty.

### IMPLIED WARRANTIES AND THE DEFECT REPAIR PERIOD

From 1 January 2015, there is a new defect repair period of 12 months from the date your building work is complete. If your client tells you about any defective work before the 12 months are up, you must put it right within a reasonable timeframe from receiving written notification. It is your responsibility to prove that any defects are through no fault of your own (or the products you've used) if there is a dispute. The 12 month period begins when all the physical building work agreed to by you and the homeowner has been finished.

Implied warranties in the Building Act 2004 apply for up to 10 years, so you will still be required to fix defective work after the defect repair period ends. If you do not agree the work or product is defective and the 12 month repair period has lapsed, the homeowner must prove there is a defect before you are required to have it fixed (ie it becomes their responsibility to prove that there is a problem).

Implied warranties cover almost all aspects of building work, from compliance with the Building Code to good workmanship and timely completion of building work. A breach of these warranties is a breach of your contract.

Remember that you can be fined if you don't comply with the law. Get sorted now and offer an even better experience to your clients.

For more information, go to [www.doyourhomework.co.nz](http://www.doyourhomework.co.nz) and download the guidance booklet for contractors – or pick up a copy from your local trade merchant. *Note: If you subscribed to Building Business a copy of this booklet should be enclosed.*



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Waipu ITM 09 432 0203  
Whangarei ITM 09 437 9420

### AUCKLAND

Albany ITM 09 415 6889  
Dayle ITM Avondale 09 828 9791  
Dysart ITM Glen Innes 09 521 3609  
Hillside ITM Glenfield 09 443 8101  
MacClures ITM Henderson 09 836 0088  
Mahia ITM Takanini 09 267 0234  
Tamaki ITM East Tamaki 09 274 4942  
Thomsons ITM Drury 09 294 9410  
Tuakau ITM 09 236 8226  
Waiuku ITM 09 235 7289  
Weck's ITM Patumahoe 09 236 3684  
Western ITM Kumeu 09 412 8148  
Western ITM Swanson 09 832 0209  
Western ITM Whenuapai 09 416 8164

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KKBS ITM Katikati 07 549 0689  
Matamata Post and Rails ITM 07 888 8189  
Opotiki ITM 07 315 5984  
Oregon ITM Mt Maunganui 07 928 4942  
Oregon ITM Te Puna 07 552 5770  
Otorohanga ITM 07 873 8079  
Rotorua ITM Rotorua 07 347 7023  
Taupo ITM 07 378 9899  
Tauranga ITM 07 541 1232  
Thomsons ITM Hamilton Avalon 07 849 3674

Thomsons ITM Whatawhata 07 829 8518  
Timmo's ITM Te Awamutu 07 871 7545  
Triangle ITM Tokoroa 07 886 6611  
Whakatane Timber & Hardware ITM 07 307 0031

### COROMANDEL

Bargain Boards ITM Kopu 07 868 9829  
Barrier ITM Tryphena 09 429 0466  
Coromandel ITM 07 866 8848  
Pauanui ITM 07 864 8579

### CENTRAL NORTH ISLAND

Braithwaite ITM Taumarunui 07 895 6881  
Central ITM Feilding 06 323 3400  
Central ITM Marton 06 327 5458  
Hometown ITM Foxton 06 363 8049  
Manawatu ITM 06 356 9490  
New Plymouth ITM 06 758 8939  
Stratford ITM 06 765 7800  
Tumu ITM Dannevirke 06 374 4260  
Turangi ITM 07 386 5736  
Waitara ITM 06 754 8822

### HAWKES' BAY

Total ITM Hastings 06 879 7850  
Tumu ITM Gisborne 06 868 9599  
Tumu ITM Hastings 06 873 0999  
Tumu ITM Havelock North 06 872 7100  
Tumu ITM Napier 06 872 6222  
Wairoa ITM 06 838 8635  
WELLINGTON/WAIRARAPA  
Crighton ITM Greytown 06 304 7193  
Crighton ITM Levin 06 368 4057  
Crighton ITM Paraparaumu 04 298 9726  
Crighton ITM Seaview 04 568 3896  
Northpac ITM Newlands 04 478 5489

Parapine ITM Upper Hutt 04 527 6800  
Tawa ITM 04 232 5999  
Tumu ITM Masterton 06 370 6060

### NELSON/MALBOROUGH

Blenheim ITM 03 578 3049  
Havelock ITM 03 574 1018  
Kaikoura ITM 03 319 5447  
Motueka ITM 03 528 7254  
Nelson ITM 03 548 5487  
Picton ITM 03 573 6888  
Takaka ITM 03 525 8222

### CANTERBURY/WEST COAST

Basher's ITM Amberley 03 314 8311  
Darfield ITM 03 318 7474  
Dyers Road ITM Bromley 03 373 6049  
Geraldine ITM 03 693 9397  
Greymouth ITM 03 768 0441  
Hamptons ITM Waltham 03 374 3333  
Helmack ITM Ashburton 03 307 0412  
Hillside ITM Hornby 03 349 9739  
Kaipoi ITM 03 327 8829  
McMullan Timber ITM Hokitika 03 755 8519  
ProBuild ITM Leeston 03 324 3300  
Rangiora ITM 03 313 4862  
Timaru ITM 03 688 8074

### DUNEDIN/OTAGO/SOUTHLAND

E H Ball ITM Invercargill 03 218 3787  
Fraser Hardware ITM Balclutha 03 418 0170  
Mosgiel ITM 03 489 8885  
Southbuild ITM Winton 03 236 6055  
Southern Lakes ITM Cromwell 03 445 0081

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