

SCHEDULE 1

Regulations 6, 7, 8, 11, 13, 14 and 20

Forms

Commencement Information

II [Sch. 1](#) in force at 6.4.2024, see [reg. 1\(3\)](#)

Form 1

Section 47 of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

INITIAL NOTICE

To: **(1)**

1. This notice relates to the following work: **(2)**

2. The registered building control approver in relation to the work is: **(3)**

3. The person intending to carry out the work is: **(4)**

4. The work [does][does not]**(5)** concern a new dwelling. **(6)**

5. With this notice are the following documents, which are those relevant to the work described in this notice **(7)**—

(a) in the case of the erection or extension of a building, a plan to a scale of not less than 1:1250 showing the boundaries and location of the site and, where the work includes the construction of a new drain or private sewer, a statement—

- (i) as to the appropriate location of any proposed connection to be made to a sewer, or
- (ii) if no connection is to be made to a sewer, as to the proposals for the discharge of the proposed drain or private sewer including the location of any septic tank and associated secondary treatment system, or of any wastewater treatment system or any cesspool;

(b) in the case of a new dwelling—

- (i) a statement whether or not one or more, and if so which, of the following optional requirements applies to the building work—
 - (aa) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010,
 - (bb) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010,
 - (cc) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010, or

- (ii) a statement that planning permission has not yet been granted for the work, and that the information required by paragraph (i) will be supplied as soon as is reasonably practicable after that permission is granted **(8)**;
- (c) a statement of any local enactment relevant to the work, and of the steps to be taken to comply with it;
- (d) in the case of the erection of a dwelling, or a building that is to contain one or more dwellings—
 - (i) a statement giving details of any public electronic communications network in relation to which a connection is to be provided,
 - (ii) if an exemption in regulation 44ZB of the Building Regulations 2010 is proposed to be relied on, a statement giving details in support of the exemption,
 - (iii) if regulation 44ZC of the Building Regulations 2010 is proposed to be relied on, a statement giving details of the matters mentioned in regulation 44ZC(6)(a) and (b) of those Regulations and, if paragraph RA1(1)(c)(i) or (ii) of Schedule 1 to those Regulations is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by regulation 44C of those Regulations) is likely to be installed, in a location relevant for the purposes of paragraph RA1(1)(c) of that Schedule, within the period of two years beginning with the day on which the notice is given;
- (e) a statement setting out—
 - (i) the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with regulation 16 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024; and
 - (ii) where the work does not consist of work to which paragraph (2) or (3) of regulation 16 of those Regulations applies, details of the work which the client considers amounts to 15% of the proposed work.

6. (9) hereby declares it does not, and will not while this notice is in force, have any professional or financial interest in the work described. **(10)**

7. The registered building control approver [will][will not] **(11)** be obliged to consult the fire and rescue authority by regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

8. [(9) hereby undertakes to consult the fire and rescue authority before giving—

- (a) a plans certificate in accordance with section 50 of the Building Act 1984, or
- (b) a final certificate in accordance with section 51 of that Act,

in respect of any of the work described above.] **(12)**

9. The registered building control approver [will][will not] **(13)** be obliged to consult the sewerage undertaker by regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

10. [(9) hereby undertakes to consult the sewerage undertaker before giving—

- (a) a plans certificate in accordance with section 50 of the Building Act 1984, or
- (b) a final certificate in accordance with section 51 of that Act,

in respect of any of the work described above.] (12)

11. (9) hereby confirms—

(a) it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and that the work described in this notice is within the scope of its registration;

(b) it is aware of the obligations imposed on it by Part 2 of the Building Act 1984 and by regulation 4 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;

(c) none of the work to which this notice relates is higher-risk building work;

(d) the building to which the work relates [is][will be][is not][will not be](14) an FSO building;

(e) [it has obtained advice from (15), a registered building inspector, before submitting this notice.](16)

Signature

Signature

On behalf of (9)

On behalf of (17)

Date

Date

NOTES

(1): Name and address of local authority.

(2): Location and description of the work, including the use of any building to which the work relates.

(3): Name, address, telephone number and (if available) email address of the registered building control approver.

(4): Name, address, telephone number and (if available) email address of the person intending to carry out the work, and if that person is not the client also the name, address, telephone number and (if available) email address of the client.

(5): Delete as appropriate.

(6): A new dwelling includes a dwelling that is formed by a material change of use of a building (within the meaning of regulation 5(a), (b) or (g) of the Building Regulations 2010).

(7): The local authority may reject this notice on grounds set out in Schedule 2 to the Building (Registered Building Control Approvers etc.) (England) Regulations 2024. The grounds include failure to provide relevant documents. The documents listed in paragraph 5 relevant to the work described must therefore be sent with this notice. Delete any sub-paragraph of paragraph 5 that does not apply.

(8): The information may be supplied in an amendment notice given in accordance with section 51A of the Building Act 1984.

(9): Name of the registered building control approver.

(10): *See* regulation 3 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to professional and financial interests.

(11): Delete as appropriate. *See* regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to consultation with the fire and rescue authority. If the approver is required to consult the fire and rescue authority the declaration in paragraph 8 must be made.

(12): Delete this statement if it does not apply.

(13): Delete as appropriate. *See* regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to consultation with the sewerage undertaker. If the approver is required to consult the sewerage authority the declaration in paragraph 10 must be made.

(14): Delete as appropriate. *See* regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the definition of FSO building.

(15): Name of the registered building inspector.

(16): Delete this statement where the registered building control approver is itself a registered building inspector.

(17): Name of person intending to carry out the work.

Form 2

Section 51A of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

AMENDMENT NOTICE

To: **(1)**

1. This notice amends the initial notice, a copy of which accompanies this notice.
2. This notice amends the work to which an initial notice relates in the following manner: **(2)**
3. The work [does][does not]**(3)** concern a new dwelling. **(4)**
4. With this notice are the following documents, which are those relevant to the work described in this notice **(5)**—
 - (a) a copy of the original initial notice;
 - (b) either—
 - (i) a statement to the effect that all plans submitted with the original initial notice remain unchanged, or
 - (ii) all amended plans, and a statement that any plans not included remain unchanged;
 - (c) in the case of the erection or extension of a building, a plan to a scale of not less than 1:1250 showing the boundaries and location of the site and, where the work includes the construction of a new drain or private sewer, a statement—
 - (i) as to the appropriate location of any proposed connection to be made to a sewer, or
 - (ii) if no connection is to be made to a sewer, as to the proposals for the discharge of the proposed drain or private sewer including the location of any septic tank and associated secondary treatment system, or of any wastewater treatment system or any cesspool;
 - (d) in the case of a new dwelling—
 - (i) a statement whether or not one or more, and if so which, of the following optional requirements applies to the building work as varied—
 - (aa) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010,
 - (bb) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010,
 - (cc) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010, or

- (ii) a statement that planning permission has not yet been granted for the work, and that the information required by paragraph (i) will be supplied as soon as is reasonably practicable after that permission is granted **(6)**;
- (e) a statement of any local enactment relevant to the work, and of the steps to be taken to comply with it;
- (f) in the case of the erection of a dwelling, or a building that is to contain one or more dwellings—
 - (i) a statement giving details of any public electronic communications network in relation to which a connection is to be provided,
 - (ii) if an exemption in regulation 44ZB of the Building Regulations 2010 is proposed to be relied on, a statement giving details in support of the exemption, and
 - (iii) if regulation 44ZC of the Building Regulations 2010 is proposed to be relied on, a statement giving details of the matters mentioned in regulation 44ZC(6)(a) and (b) of those Regulations and, if paragraph RA1(1)(c)(i) or (ii) of Schedule 1 to those Regulations is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by regulation 44C of those Regulations) is likely to be installed, in a location relevant for the purposes of paragraph RA1(1)(c) of that Schedule, within the relevant 2-year period (as defined by paragraph RA1(3) of that Schedule);
- (g) a statement setting out—
 - (i) the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with regulation 16 (lapse of initial notice: commencement of work) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024; and
 - (ii) where the work does not consist of work to which paragraph (2) or (3) of regulation 16 of those Regulations applies, details of the work which the client considers amounts to 15% of the proposed work.

5. (7) hereby declares it does not, and will not while this notice is in force, have any professional or financial interest in the work described.**(8)**

6. [(7) hereby declares it is satisfied that plans relating to the work described above have been submitted to it, and that they neither are defective nor show work which, if carried out in accordance with them, would contravene any provision of the building regulations.]**(9)**

7. The registered building control approver [will][will not]**(10)** be obliged to consult the fire and rescue authority by regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

8.[(7) hereby undertakes to consult the fire and rescue authority before giving—

- (a) a plans certificate in accordance with section 50 of the Building Act 1984, or
- (b) a final certificate in accordance with section 51 of that Act,

in respect of any of the work described above.] **(9)**

9. The registered building control approver [will][will not](**11**) be obliged to consult the sewerage undertaker by regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

10. [(**7**) hereby undertakes to consult the sewerage undertaker before giving—

- (a) a plans certificate in accordance with section 50 of the Building Act 1984, or
- (b) a final certificate in accordance with section 51 of that Act,

in respect of any of the work described above.] (**9**)

11. (**7**) hereby confirms—

- (a) it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and that the work described in this notice is within the scope of its registration;
- (b) it is aware of the obligations imposed on it by Part 2 of the Building Act 1984 and by regulation 4 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;
- (c) none of the work to which this notice relates is higher-risk building work;
- (d) the building to which the work relates [is][will be][is not][will not be](**12**) an FSO building;
- (e) [it has obtained advice from (**13**), a registered building inspector, before submitting this notice.](**14**)

Signature

Signature

On behalf of (**7**)

On behalf of (**15**)

Date

Date

NOTES

(1): Name and address of local authority.

(2): Location and description of the work, including the use of any building to which the work relates.

(3): Delete as appropriate.

(4): A new dwelling includes a dwelling that is formed by a material change of use of a building within the meaning of regulation 5(a), (b) or (g) of the Building Regulations 2010).

(5): The local authority may reject this notice on grounds set out in Schedule 2 to the Building (Registered Building Control Approvers etc.) (England) Regulations 2024. The grounds include failure to provide relevant documents. The documents listed in paragraph 4 relevant to the work described must therefore be sent with this notice. Delete any sub-paragraph of paragraph 4 that does not apply.

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

(6): The information may be supplied in a further amendment notice given in accordance with section 51A of the Building Act 1984.

(7): Name of the registered building control approver.

(8): *See* regulation 3 (independence of approvers) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to professional and financial interests.

(9): Delete this statement if it does not apply.

(10): Delete as appropriate. *See* regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to consultation with the fire and rescue authority. If the approver is required to consult the fire and rescue authority the declaration in paragraph 8 must be made.

(11): Delete as appropriate. *See* regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to consultation with the sewerage undertaker. If the approver is required to consult the sewerage authority the declaration in paragraph 10 must be made.

(12): Delete as appropriate. *See* regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the definition of FSO building.

(13): Name of registered building inspector.

(14): Delete this statement where the registered building control approver is itself a registered building inspector.

(15): Name of person intending to carry out the work.

Form 3

Section 50 of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

PLANS CERTIFICATE

1. This certificate relates to the following work: (1)
2. (2) hereby confirms it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and that the work described in this certificate is within the scope of its registration and that the above work is [the whole][part](3) of the work described in an initial notice given by it and dated (4).
3. The work [does][does not](3) concern a new dwelling. (5)
4. [In the case of a new dwelling for which planning permission has been granted, [no optional requirement in the Building Regulation 2010 applies][one or more of the following optional requirements applies to the work, namely—(6)
 - (a) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010,
 - (b) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010,
 - (c) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010.]] (7)
5. [In the case of a new dwelling for which planning permission has not been granted, this plans certificate relates only to such part of the work to which no requirement under regulation 36 of, or requirements M4 (1), (2) or (3) of Schedule 1 to, the Building Regulations 2010 may apply.] (7)
6. (2) hereby confirms—
 - (a) plans of the work specified above have been submitted to it, and
 - (b) it is satisfied that the plans neither are defective nor show that work carried out in accordance with them would contravene any provision of building regulations.
7. (2) hereby declares it has had no professional or financial interest (8) in the work described since giving the initial notice referred to in paragraph 2. (7)
8. (2) hereby confirms—
 - (a) [it has consulted the fire and rescue authority in accordance with regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;] (7)
 - (b) [it has consulted the sewerage undertaker in accordance with regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;] (7)

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

- (c) [it has obtained advice from (9), a registered building inspector, before submitting this notice;] (10)
- (d) none of the work to which this certificate relates is higher-risk building work;
- (e) the building to which the work relates [is][will be][is not][will not be](11) an FSO building.

9. The plans to which this certificate relates bear the following date and reference number: (12)

Signature

On behalf of (2)

Date

NOTES

(1): Location and description of the work, including the use of any building to which the work relates.

(2): Name of the registered building control approver.

(3): Delete as appropriate.

(4): Insert date.

(5): A new dwelling includes a dwelling that is formed by a material change of use of a building within the meaning of regulation 5(a), (b) or (g) of the Building Regulations 2010). If the work does concern a new dwelling the statement in either paragraph 4 or 5 must be given.

(6): Delete the optional requirements that do not apply to the work.

(7): Delete this statement if it does not apply.

(8): See regulation 3 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to professional and financial interests.

(9): Name of registered building inspector.

(10): Delete this statement where the registered building control approver is itself a registered building inspector.

(11): Delete as appropriate. See regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the definition of FSO building.

(12): Insert the date and reference number.

Form 4

Sections 47 and 50 of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

COMBINED INITIAL NOTICE AND PLANS CERTIFICATE (1)

To: (2)

1. This notice relates to the following work: (3)
2. The registered building control approver in relation to the work is: (4)
3. The person intending to carry out the work is: (5)
4. The work [does][does not] (6) concern a new dwelling. (7)
5. With this notice are the following documents, which are those relevant to the work described in this notice (8)—
 - (a) in the case of the erection or extension of a building, a plan to a scale of not less than 1:1250 showing the boundaries and location of the site and, where the work includes the construction of a new drain or private sewer, a statement—
 - (i) as to the appropriate location of any proposed connection to be made to a sewer, or
 - (ii) if no connection is to be made to a sewer, as to the proposals for the discharge of the proposed drain or private sewer including the location of any septic tank and associated secondary treatment system, or of any wastewater treatment system or any cesspool;
 - (b) in the case of a new dwelling—
 - (i) a statement whether or not one or more, and if so which, of the following optional requirements applies to the building work—
 - (aa) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010,
 - (bb) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010,
 - (cc) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010, or
 - (ii) a statement that planning permission has not yet been granted for the work, and that the information required by paragraph (i) will be supplied as soon as is reasonably practicable after that permission is granted;

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

- (c) a statement of any local enactment relevant to the work, and of the steps to be taken to comply with it;
- (d) in the case of the erection of a dwelling, or a building that is to contain one or more dwellings—
 - (i) a statement giving details of any public electronic communications network in relation to which a connection is to be provided,
 - (ii) if an exemption in regulation 44ZB of the Building Regulations 2010 is proposed to be relied on, a statement giving details in support of the exemption, and
 - (iii) if regulation 44ZC of the Building Regulations 2010 is proposed to be relied on, a statement giving details of the matters mentioned in regulation 44ZC(6)(a) and (b) of those Regulations and, if paragraph RA1(1)(c)(i) or (ii) of Schedule 1 to those Regulations is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by regulation 44C of those Regulations) is likely to be installed, in a location relevant for the purposes of paragraph RA1(1)(c), within the period of two years beginning with the day on which the notice is given;
- (e) a statement setting out—
 - (i) the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with regulation 16 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024; and
 - (ii) where the work does not consist of work to which paragraph (2) or (3) of regulation 16 of those Regulations applies, details of the work which the client considers amounts to 15% of the proposed work.

6. (9) hereby declares it has had no professional or financial interest **(10)** in the work described.**(11)**

7. (9) hereby confirms—

- (a) plans of the work specified above have been submitted to it, and
- (b) it is satisfied that the plans neither are defective nor show that work carried out in accordance with them would contravene any provision of building regulations.

8. The registered building control approver [is][is not] **(12)** obliged to consult the fire and rescue authority by regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

9. [(9) hereby confirms it has consulted the fire and rescue authority in accordance with regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.] **(11)**

10. [(9) hereby undertakes to consult the fire and rescue authority before giving a final certificate in accordance with section 51 of the Building Act 1984 in respect of any of the work described above.] **(11)**

11. The registered building control approver [is][is not] **(13)** obliged to consult the sewerage undertaker by regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

12. [(9) hereby confirms it has consulted the sewerage undertaker in accordance with regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.](11)

13. [(9) hereby undertakes to consult the sewerage undertaker before giving a final certificate in accordance with section 51 of that Act in respect of any of the work described above.](11)

14. The plans to which this certificate relates bear the following date and reference number: (14)

15. (9) hereby confirms—

- (a) it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and that the work described in this notice is within the scope of its registration;
- (b) it is aware of the obligations imposed on it by Part 2 of the Building Act 1984 and by regulation 4 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;
- (c) none of the work to which this notice relates is higher-risk building work;
- (d) the building to which the work relates [is][will be][is not][will not be](15) an FSO building;
- (e) [it has obtained advice from (16), a registered building inspector, before submitting this notice.](17)

Signature

Signature

On behalf of (9)

On behalf of (18)

Date

Date

NOTES

(1): If the work concerns a new dwelling but planning permission has not yet been granted, this form cannot be used and Form 1 (initial notice) and Form 3 (plans certificate) have to be given separately.

(2): Name and address of local authority.

(3): Location and description of the work, including the use of any building to which the work relates.

(4): Name, address, telephone number and (if available) email address of registered building control approver.

(5): Name, address, telephone number and (if available) email address of person intending to carry out the work, and if that person is not the client also the name, address, telephone number and (if available) email address of the client.

(6): Delete as appropriate.

(7): A new dwelling includes a dwelling that is formed by a material change of use of a building within the meaning of regulation 5(a), (b) or (g) of the Building Regulations 2010).

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

(8): The local authority may reject this notice on grounds set out in Schedules 2 and 3 to the Building (Registered Building Control Approvers etc.) (England) Regulations 2024. The grounds include failure to provide relevant documents. The documents listed in paragraph 5 relevant to the work described must therefore be sent with this notice. Delete any sub-paragraph of paragraph 5 that does not apply.

(9): Name of the registered building control approver.

(10): See regulation 3 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to professional and financial interests.

(11): Delete this statement if it does not apply.

(12): Delete whichever does not apply. If the registered building control approver is obliged to consult the fire and rescue authority, the declaration either in paragraph 9 or in paragraph 10 must be made.

(13): Delete whichever does not apply. If the registered building control approver is obliged to consult the sewerage undertaker, the declaration either in paragraph 12 or in paragraph 13 must be made.

(14): Insert the date and reference number.

(15): Delete as appropriate. See regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the definition of FSO building.

(16): Name of registered building inspector.

(17): Delete this statement where the registered building control approver is itself a registered building inspector.

(18): Name of person intending to carry out the work.

Form 5

Section 51 of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

FINAL CERTIFICATE

1. This certificate relates to the following work: **(1)**
2. **(2)** hereby confirms—
 - (a) it is a registered building control approver for the purposes of Part 2 of the Building Act 1984;
 - (b) the work described in this certificate is within the scope of its registration; and
 - (c) the above work is [the whole / part] **(3)** of the work described in an initial notice given by it and dated **(4)** [and amended on **(4)**] **(3)**.
3. The work [does / does not] **(3)** concern a new dwelling. **(5)**
4. [No optional requirement in the Building Regulation 2010 applies to the work.] **(6)**
5. [One or more of the following optional requirements applies to the work, namely—**(7)**
 - (a) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010,
 - (b) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010,
 - (c) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010.]] **(6)**
6. **(2)** hereby confirms—
 - (a) the work described above has been completed, and
 - (b) it has performed the functions assigned to it by regulation 4 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.
7. [**(2)** hereby confirms the person carrying out the work has notified it to the effect that the fire safety information has been given to the responsible person as required by regulation 38 of the Building Regulations 2010, as modified by regulation 5 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.] **(8)**
8. [A final certificate has now been issued in respect of all the work described in the initial notice referred to in paragraph 2.] **(6)**
9. **(2)** hereby declares it has had no professional or financial interest **(9)** in the work described since giving the initial notice referred to in paragraph 2. **(6)**

Changes to legislation: There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1. (See end of Document for details)

10. (2) hereby confirms it has received a statement, from the client for the work described in this final certificate, which is in accordance with regulation 18(d) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

11. (2) hereby confirms it has received a statement, from each principal contractor (or sole contractor) for the work and from each principal designer (or sole or lead designer) for the work described in this final certificate, which is in accordance with regulation 18(e) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

12. [(2) hereby confirms it has consulted the fire and rescue authority in accordance with regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.] **(6)**

13. (2) hereby confirms that none of the work to which this certificate relates is higher-risk building work.

14. (2) hereby confirms it has obtained advice from **(10)**, a registered building inspector, before submitting this notice. **(11)**

15. This certificate is evidence (but not conclusive evidence) that the requirements specified in it have been complied with.

Signature

On behalf of **(2)**

Date

NOTES

(1): Location and description of the work, including the use of any building to which the work relates.

(2): Name of the registered building control approver.

(3): Delete as appropriate.

(4): Insert date.

(5): A new dwelling includes a dwelling that is formed by a material change of use of a building within the meaning of regulation 5(a), (b) or (g) of the Building Regulations 2010). If the work does concern a new dwelling the statement in either paragraph 4 or 5 must be given.

(6): Delete this statement if it does not apply.

(7): Delete the optional requirements that do not apply to the work.

(8) Delete this statement if regulation 38 of the Building Regulations 2010, as modified by regulation 5 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024, does not apply to the building work to which the final certificate relates.

(9): See regulation 3 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 for the requirements as to professional and financial interests.

(10): Name of registered building inspector.

(11): Delete this statement where the registered building control approver is itself a registered building inspector.

Form 6

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF INVALID NOTICE OR CERTIFICATE

To: (1)

1. I am authorised to sign this notice by _____ (2).

2. This notice relates to the purported [initial notice][amendment notice][plans certificate][final certificate](3) received on _____ (4).

3. The local authority is satisfied the purported [notice][certificate](3) is invalid because [all or part of the work to which it relates is higher-risk building work](5) [all or part of the work to which it relates is outside the scope of the registration of the registered building control approver](6) [it was given in breach of section 53D(5) of the Building Act 1984](7).

4. [The regulator is the building control authority in relation to higher-risk buildings under section 91ZA(1) of the Building Act 1984. A right of appeal may be available under section 101A of the Building Act 1984 where a local authority refuses to consider an initial notice or an amendment notice on the ground that all or part of the work to which the notice relates is higher-risk building work.](5)

Signature

Date

NOTES

(1) Insert the name and address of the person to whom the notice is given. It must be given to the approver who gave the notice or certificate and also to the person intending to carry out the work (and if that person is not the client, also to the client).

(2) Insert name and address of the local authority.

(3) Delete whichever does not apply.

(4) Insert date the notice or certificate was received by the local authority.

(5) Delete if regulation 7(1) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 does not apply to the purported notice or certificate.

(6) Delete if regulation 7(3) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 does not apply to the purported notice or certificate.

(7) Delete if regulation 7(4) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 does not apply to the purported notice or certificate.

Form 7

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF REJECTION OF AN INITIAL NOTICE, AMENDMENT NOTICE, PLANS CERTIFICATE OR FINAL CERTIFICATE

To: **(1)**

1. I am authorised to sign this notice by _____ **(2)**.

2. This notice relates to the [initial notice][amendment notice][plans certificate][final certificate]**(3)** received on _____ **(4)**.

3. The local authority hereby rejects the [initial notice][amendment notice][plans certificate][final certificate]**(3)** on the following grounds _____ **(5)**.

4. A person aggrieved with this rejection may appeal under section 55(1) of the Building Act 1984. An appeal must be made within 21 days beginning with the day after the day on which this notice is given (ignoring Christmas Day, Good Friday and bank holidays).

Signature

Date

NOTES

(1) Insert the name and address of the person to whom the notice is given. It must be given to the approver who gave the notice or certificate and, in the case of an initial notice or amendment notice, also to the person intending to carry out the work (and if that person is not the client also to the client).

(2) Insert name and address of the local authority.

(3) Delete whichever does not apply.

(4) Insert date the notice or certificate was received by the local authority.

(5) State which of the grounds set out in Schedule 2, 3, or, as the case maybe, 4 to the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 are relied on to reject the notice or certificate.

Form 8

Section 51C of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CHANGE OF PERSON CARRYING OUT THE WORK

To: **(1)**

1. This notice proposes a change of the person carrying out the work in relation to the initial notice a copy of which accompanies this notice.

2. It is proposed that the work to which the initial notice relates should be carried out by **(2)**.

Signature

Signature

On behalf of **(3)**

On behalf of **(4)**

Date

Date

NOTES

(1) Name and address of local authority.

(2) Name, address, telephone number and (if available) email address of the person intending to carry out the work, and if that person is not the client also the name, address, telephone number and (if available) email address of the client.

(3) Name of the registered building control approver.

(4) Name of the person intending to carry out the work.

Form 9

Section 52(1)(a), (b), (c), (d) or (e) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY REGISTERED BUILDING CONTROL APPROVER

To: **(1)**

1. This notice relates to the following work: **(2)**
2. An initial notice dated **(3)** has been given and the above work was specified in it.
3. **(4)** hereby confirms it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 in respect of that work.
4. **(4)** hereby cancels the initial notice.
5. [**(4)** hereby confirms it gave notice in accordance with regulation 21 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 and the recipient of the notice failed to remedy the contravention within the prescribed period. The contravention is:] **(5)**

Signature

On behalf of **(4)**

Date

NOTES

- (1): Insert name and address of the person to whom the notice is given. It must be given to the local authority and the person carrying out or intending to carry out the work.
- (2): Location and description of the work, including the use of the building to which the work relates.
- (3): Insert date.
- (4): Name of the registered building control approver.
- (5): Delete this statement if it does not apply. If it applies, specify the provision(s) of the building regulations (including the specific requirement) which is contravened.

Form 10

Section 52(3) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY PERSON CARRYING OUT THE WORK

To: **(1)**

1. This notice relates to the following work: **(2)**
2. An initial notice dated **(3)** has been given and the above work was specified in it.
3. **(4)** hereby confirms it is the person [carrying out][intending to carry out] **(5)** the work.
4. **(4)** hereby cancel the initial notice.

Signature

On behalf of **(4)**

Date

NOTES

(1) Insert name and address of the person to whom the notice is given. It must be given to the local authority and, if practicable, the registered building control approver.

(2) Location and description of the work, including the use of the building to which the work relates.

(3) Insert date.

(4) Name of person carrying out or intending to carry out the work.

(5) Delete as appropriate.

Form 11

Section 52(5A) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY LOCAL AUTHORITY

To: **(1)**

1. This notice relates to the following work: **(2)**

2. I am authorised to sign this notice by the following local authority: **(3)**

3. The local authority accepted an initial notice on **(4)** and the work described above was specified in it.

4. [The local authority gave to the person shown in the initial notice as the registered building control approver a notice under section 52(7) of the Building Act 1984, in accordance with regulation 20(4) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024, and the authority [has had regard to the representations received][has received no representations]**(5)**] **(6)**.

5. It appears to the local authority that a condition under section 52(5B) of the Building Act 1984, namely [section 52(5B)**(a)**][**(b)**][**(c)**][**(d)**]**(5)**, is satisfied.

6. The local authority hereby cancels the initial notice.

Signature

Date

NOTES

(1) Insert the name and address of the person to whom the notice is given. It must be given to the person shown on the initial notice as the registered building control approver and the person shown on the initial notice as the person intending to carry out the work.

(2) Location and description of the work, including the use of any building to which the work relates.

(3) Name and address of the local authority.

(4) Insert date.

(5) Delete whichever does not apply.

(6) Delete this statement if cancellation is based on a condition in section 52(5B)(c) or (d) of the Building Act 1984.

Form 12

Section 52(7) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF PROPOSED CANCELLATION

To: **(1)**

1. This notice relates to the following work: **(2)**
2. I am authorised to sign this notice by the following local authority: **(3)**
3. The local authority accepted an initial notice on **(4)** and the above work was specified in it.
4. The local authority is proposing to cancel the initial notice under section 52(5A) of the Building Act 1984 based on a condition in section 52(5B)[(a)][(b)]**(5)** of that Act as it appears that condition is satisfied.
5. If you wish to make any representations on the proposed cancellation you must make them before: **(6)**.

Signature

Date

NOTES

- (1) Insert the name and address of the person to whom the notice is given. It must be given to the registered building control approver.
- (2) Location and description of the work, including the use of any building to which the work relates.
- (3) Name and address of the local authority.
- (4) Insert date.
- (5) Delete whichever does not apply.
- (6) Insert date on which the local authority proposes to cancel the initial notice.

Form 13

Section 52A(1) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY REGISTERED BUILDING CONTROL APPROVER WHERE WORK HAS BECOME HIGHER-RISK BUILDING WORK

To: **(1)**

1. An initial notice dated **(2)** has been given in relation to work.
2. This notice relates to [the following part of][all of]**(3)** that work: **(4)**
3. **(5)** hereby confirms it is the registered building control approver in relation to the initial notice referred to in paragraph 1.
4. **(5)** hereby cancels [the part of the initial notice which relates to higher-risk building work referred to in paragraph 2][the initial notice] **(3)**.

Signature

On behalf of **(5)**

Date

NOTES

- (1) Insert the name and address of the person to whom the notice is given. It must be given to the local authority and the person carrying out or intending to carry out the work.
- (2) Insert date.
- (3) Delete whichever does not apply.
- (4) Location and description of the higher-risk building work.
- (5) Name of registered building control approver.

Form 14

Section 52A(2) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY PERSON CARRYING OUT OR INTENDING TO CARRY OUT WORK WHERE WORK HAS BECOME HIGHER-RISK BUILDING WORK

To: **(1)**

1. An initial notice dated **(2)** has been given in relation to work.
2. This notice relates to [the following part of][all of]**(3)** that work: **(4)**
3. I am the person [carrying out][intending to carry out]**(3)** the work referred to in paragraph 1.
4. I hereby cancel [the part of the initial notice which relates to higher-risk building work referred to in paragraph 2][the initial notice]**(3)**.

Signature

Date

NOTES

- (1) Insert the name and address of the person to whom the notice is given. It must be given to the local authority and the registered building control approver (and if the person carrying out the work is not the client also to the client).
- (2) Insert date.
- (3) Delete whichever does not apply.
- (4) Location and description of the higher-risk building work.

Form 15

Section 52A(4) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY LOCAL AUTHORITY WHERE WORK HAS BECOME HIGHER-RISK BUILDING WORK

To: (1)

1. The local authority accepted an initial notice on (2) in relation to work.
2. This notice relates to [the following part of][all of](3) that work: (4)
3. I am authorised to sign this notice by the following local authority: (5)
4. It appears to the local authority that the work referred to in paragraph 2 has become higher-risk building work and the local authority hereby cancels [the part of the initial notice which relates to higher-risk building work referred to in paragraph 2][the initial notice](3).

Signature

Date

NOTES

- (1) Insert the name and address of the person to whom the notice is given. It must be given to the registered building control approver and the person shown in the initial notice as the person intending to carry out the work.
- (2) Insert date.
- (3) Delete whichever does not apply.
- (4) Location and description of the higher-risk building work.
- (5) Name and address of the local authority.

Form 16

Section 53D(2) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY LOCAL AUTHORITY OF WORK WHERE NO TRANSFER CERTIFICATE AND TRANSFER REPORT IS GIVEN

To: **(1)**

1. The local authority accepted an initial notice on **(2)** in relation to work.
2. I am authorised to sign this notice by the following local authority: **(3)**
3. [The local authority has rejected the transfer certificate and transfer report][It appears to the local authority that no transfer certificate and transfer report has been given]**(4)** in relation to the initial notice referred to in paragraph 1 and the local authority hereby cancels the initial notice.

Signature

Date

NOTES

(1) Insert the name and address of the person to whom the notice is given. It must be given to the registered building control approver and the person shown in the initial notice as the person intending to carry out the work.

(2) Insert date.

(3) Name and address of the local authority.

(4) Delete whichever does not apply.

Form 17

Section 53D(3) of the Building Act 1984

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

NOTICE OF CANCELLATION BY PERSON CARRYING OUT THE WORK

To: **(1)**

1. This notice relates to the following work: **(2)**

2. An initial notice dated **(3)** has been given and the above work was specified in it.

3. **(4)** hereby confirms it is the person [carrying out][intending to carry out] **(5)** the work.

4. **(4)** hereby cancel the initial notice.

Signature

On behalf of **(4)**

Date

NOTES

(1) Insert name and address of the person to whom the notice is given. It must be given to the local authority and, if practicable, the registered building control approver.

(2) Location and description of the work, including the use of the building to which the work relates.

(3) Insert date.

(4) Name of person carrying out or intending to carry out the work.

(5) Delete as appropriate.

Changes to legislation:

There are currently no known outstanding effects for the The Building (Registered Building Control Approvers etc.) (England) Regulations 2024, SCHEDULE 1.