

SCHEDULE 1

Regulation 10(g)

New forms to be inserted into Schedule 1 to the Approved Inspectors Regulations

Form 7(W)

The Building (Approved Inspectors etc.)  
Regulations 2010

**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 submitted 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 may be, 4 to the Building (Approved  
Inspectors etc.) Regulations 2010 are relied on to reject  
the notice or certificate.

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

Form 8(W)  
Section 51C of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**NOTICE OF CHANGE OF PERSON CARRYING OUT THE WORK**

To: **(1)**

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

**2.** **(2)** is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and gave the initial notice referred to in paragraph 1.

**3.** We **(2)** and **(3)** propose that the work to which the initial notice relates should be carried out by **(4)**.

Signature \_\_\_\_\_ Date \_\_\_\_\_

(RBCA)

Signature \_\_\_\_\_ Date \_\_\_\_\_

(Person intending to carry out the work)

NOTES

**(1):** Name and address of local authority

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

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

**(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.

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

Form 9(W)  
Section 52(1)(a), (b), (c), (d), (e) or (f) of  
the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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 18A of the Building (Approved Inspectors etc.) Regulations 2010 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.

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

Form 10(W)  
Section 52(3) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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/they are 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(W)  
Section 52(5A) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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 18(10) of the Building (Approved Inspectors etc) Regulations 2010, 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.

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Form 12(W)  
Section 52(7) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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(W)  
Section 52A(1) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

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

To: (1)

1. An initial notice dated (2) has been given in relation to the work.

2. This notice relates to [the following part of]/[all of] (3) that work: (4)

3. I am the registered building control approver in relation to the initial notice 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 person carrying out or intending to carry out the work (and if that person 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.

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Form 14(W)  
Section 52A(2) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**NOTICE OF CANCELLATION BY PERSON  
INTENDING TO CARRY OUT THE WORK  
WHEN WORK BECOMES HIGHER-RISK  
BUILDING WORK**

To: (1)

1. An initial notice dated (2) has been given in relation to the 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 under the initial notice 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 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(W)  
Section 52A(4) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

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

To: (1)

1. The local authority accepted an initial notice on (2) in relation to the 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 (and if that person 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.

(5): Name and address of the local authority.

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Form 16(W)  
Section 53D(2) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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(W)  
Section 53D(3) of the Building Act 1984  
The Building (Approved Inspectors etc.)  
Regulations 2010

**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 cancels 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.