

BUILDING NOTICE FOR ELECTRICAL INSTALLATION WORKS

The Building Act 1984 The Building Regulations 2000 (AS AMENDED)

If you need any help with preparing your application, please read the notes with this form or contact the Building Control Office Solihull.

BUILDING CONTROL

PO Box 11652, Central Library, Homer Road, Solihull, B91 3YA
Tel: 0121-704 6398 Fax 1021-704 8372



Please type or use block capitals

1. Applicant's details (see note 1)	2. Installers details (see note 4)
Name:	Name:
Address:	Address:
Post code: Tel:	Post code: Tel:
Email:	Name of Electrical Registration Body:
	Registration No:

3. Location of Intended work

4. Details of qualifications of electrician/Installer:	
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5. Proposed work (see note 2)	
Description:	

6. Use of Building (see note 3)	
(a) If new building or extension please state proposed use	
(b) If existing building state present use	

7. Fees (see note 5 and separate Guidance Note on Fees for information)
Schedule 2: Electrical Installation Work

Building Notice fee: £

plus VAT:£

=Total:£

8. Statement:

This notice is given in relation to the building work described above. It is submitted in accordance with Regulation 11(i)(a) and is accompanied by the appropriate fee.

Name:

Signature:

Date:

IMPORTANT NOTE: It is the responsibility of the person commissioning electrical work to provide an electrical installation certificate
Part P BuildingNotice.doc

in accordance with BS7671 to demonstrate that the requirements of P1 and P2 of The Building Regulations 2000 (as amended) have been complied with. If it becomes necessary for the Council to arrange for the Installation to be tested by a competent person to determine if the work is satisfactory, then the full cost of doing so will be charged to property owner.

NOTES- BUILDING NOTICE SUBMISSION FOR ELECTRICAL INSTALLATION WORKS

1. The applicant is the person for whom the work is to be carried out e.g. the building's owner or tenant.
2. One copy of this form should be completed and submitted to the address overleaf if you intend to carry out any of the following operations :
 - (a) re-wiring of a dwelling
 - (b) providing new circuits back to the consumer unit
 - (c) additions to existing circuits in kitchens and bathrooms
 - (d) Additions to existing circuits in connection with swimming pools or paddling pools
 - (e) the provision garden lighting or power installations in gardens
 - (f) installation of solar photovoltaic (PV) supply systems
 - (g) provision of small scale generators such as microCHP units
 - (h) installation of extra-low voltage lighting installations, other than pre-assembled, CE marked lighting sets

Application of Part P (electrical safety)

3. Part P (electrical safety) of The Building Regulations 2000 (as amended) applies to electrical installations in buildings or parts of buildings comprising:
 - Dwelling houses and flats;
 - Dwellings and business premises that have a common supply --for example shops and public houses with a flat above;
 - Common access areas in blocks of flats such as corridors and staircases
 - Shared amenities of blocks of flats such as laundries and gymnasiums
4. Where a qualified and registered³ electrician (who is not registered under a competent person's scheme) inspects, tests and issues a design, installation and test certificate under BS7671, Solihull Building Control will accept the certificate as evidence that the work complies with Part P. A list of electricians qualified and registered as competent to inspect and certify is available from www.labc-services.co.uk.

Where the work is carried out by an unregistered electrician or is a DIY installation, the applicant is required to have the work inspected, tested, and certified by a 'qualified and registered' person.

Only as a last resort will the Council conduct inspection, testing and certification where this cannot be done by an independent 'qualified and registered' person employed directly by the person responsible for commissioning the work. In such circumstances the Council will nominate an Electrical Testing Contractor to carry out this work on its behalf, with the full true cost being borne by the property owner.

5. The appropriate building notice fee must accompany this notice. Without the fee, the notice is of no legal effect and the Council is not authorised to accept it. The building notice fee is dependent upon the type and the extent of the work. Building Control fees are prescribed by the Council. Fee Scales and methods of calculation are set out in the Guidance Note on Fees which is available on request.
A fee calculator is available on the Building Control web site at www.solihull.gov.uk/planning
7. The submission of a building notice under the Building Regulations does not constitute a planning application. If planning permission is required for the proposed work, a separate application must be made. If you are not sure permission is required, please consult the Planning Office (Telephone 0121 704 6373 -General enquiries number).
9. Anyone intending to carry out building work must inform the Council at least 2 days before the work starts.
10. Work must commence within 3 years of this notice being given to the Council. If it is not, the submission of the notice ceases to have any effect and a new application would have to be submitted before the work could begin.