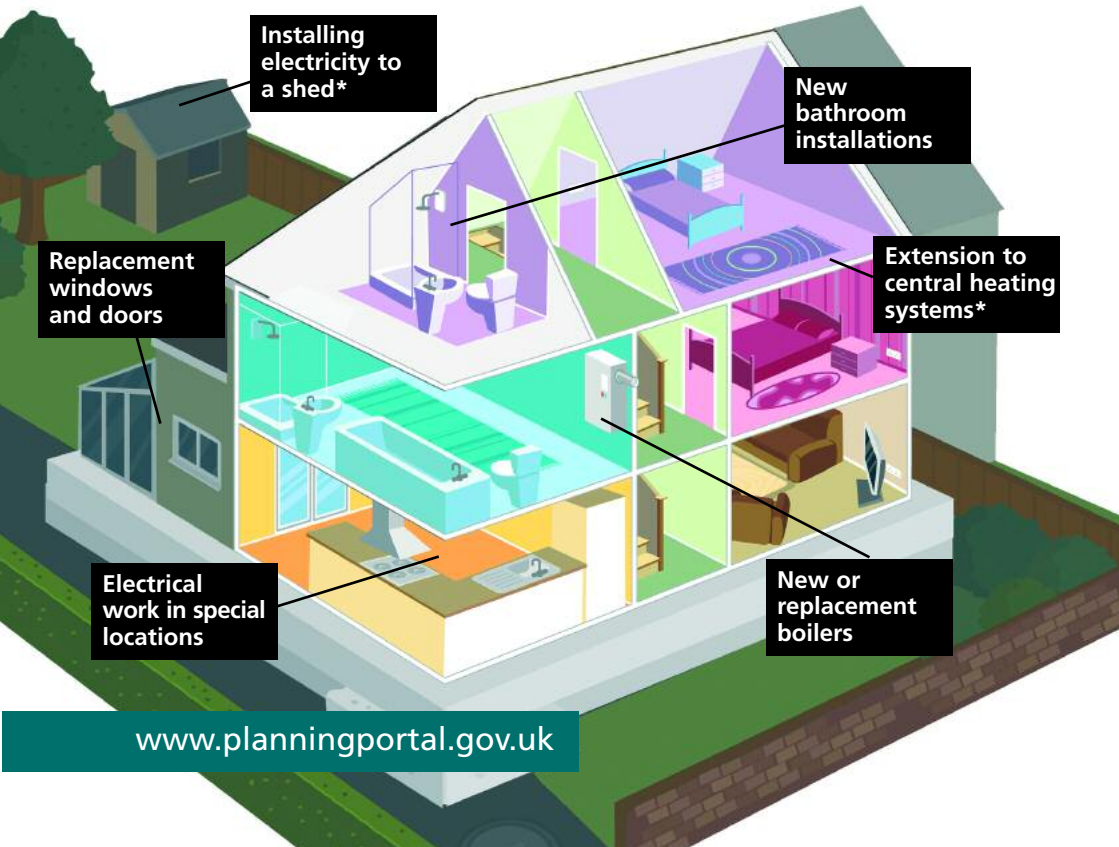


# Building work, replacements and repairs to your home

## Read this before starting any work

Many jobs in the home need to be notified to and approved by your Local Authority Building Control unless carried out by an installer who is registered with a **Competent Person Scheme**. Some examples are shown below (those marked \* may not need to be notified in certain circumstances).



## What will happen if I do not comply with the Building Regulations?

- If you do not comply the work will not be legal. You could be prosecuted and could face a fine of up to £5000.
- The work may not be safe or could cause health problems. It may also not meet energy efficiency standards.
- If work is found to be faulty your Local Authority could insist you put it right at your own expense.
- If the work has not been notified or carried out by a registered installer from a Competent Person Scheme you will have no record that the work complies with Building Regulations. This will be important when you come to sell your home as you will be asked to provide certificates of compliance with the Building Regulations as part of the Home Information Pack (HIP).

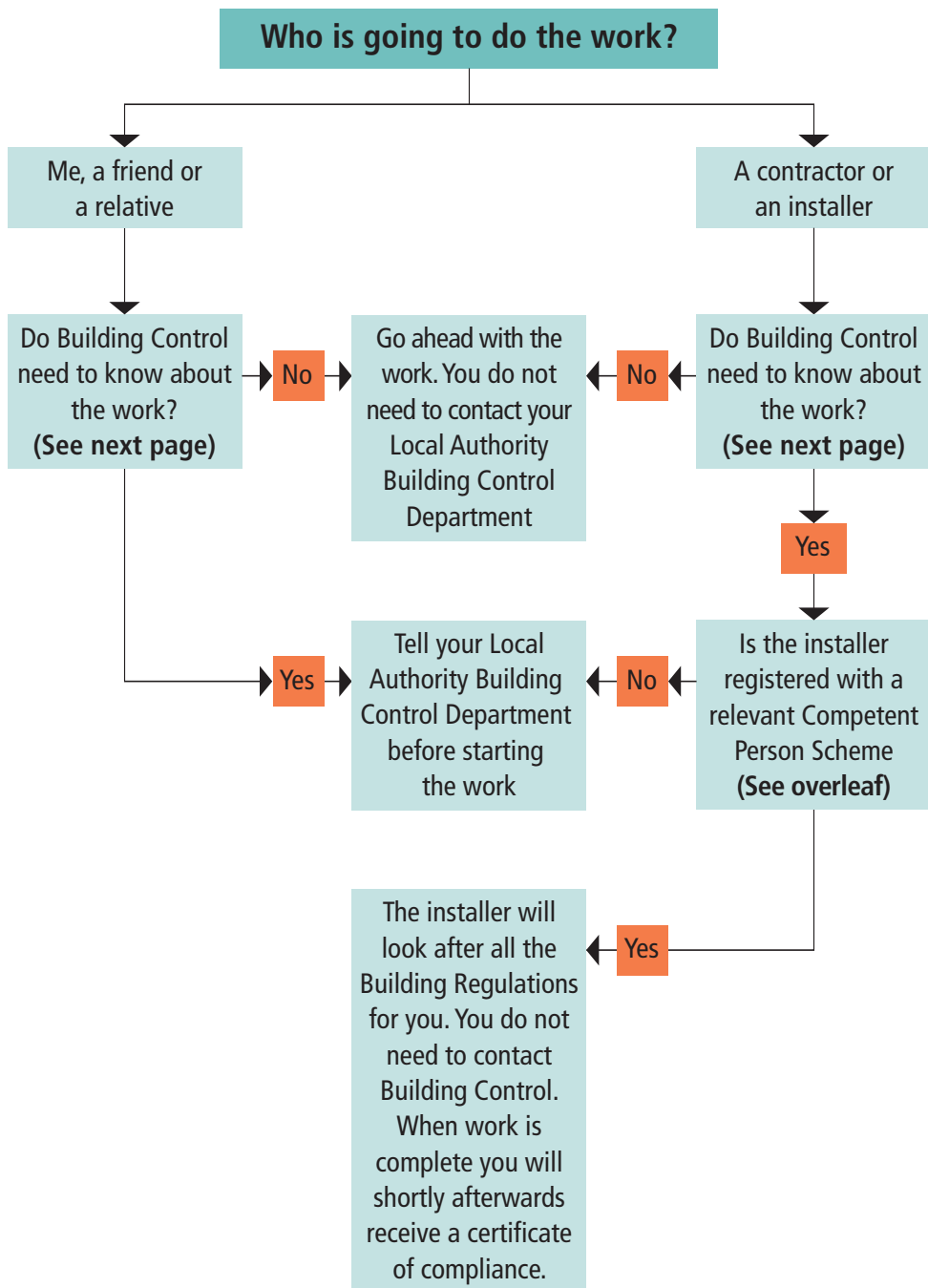
## Why should I use an installer who is registered with a Competent Person Scheme?

- An installer registered with a Competent Person Scheme is qualified to carry out specific types of work in accordance with Building Regulations and will deal with Building Control issues for you. You will usually have access to insurance backed warranties and a robust complaints procedure to use in the unlikely event work is found to be non compliant.
- An installer registered with a Competent Person Scheme will notify the Local Authority on your behalf and will issue you with a certificate on completion which can be used as proof of compliance for the HIP. It will also show up on a solicitor's Local Authority search when you sell your home.
- If you do not use an installer registered with a Competent Person Scheme then you will have to submit a building notice or full plans application and pay a fee to have Building Control come and inspect the work you have carried out.

## How can I find an installer registered with a Competent Person Scheme in my area or check that my chosen installer is with a scheme?

Visit [www.competentperson.co.uk](http://www.competentperson.co.uk) and enter your postcode or the name of the installer in the relevant search box. Alternatively, contact the Competent Person Scheme operators directly; their details are on the back page.

# How to meet the requirements of the Building Regulations



**Please see below for examples of work that you do or do not need to notify to the Local Authority before starting. Please note that this list is not complete and there will be other work not listed here that you will need to notify. For some types of work marked \* you may not need to notify in certain circumstances. If you are in any doubt you should contact your Local Authority Building Control team for advice.**

**You **DO** need to tell your Local Authority Building Control about the following work unless you use an installer who is registered with a Competent Person Scheme.**

- New installation or replacement of a heating system or any boiler, regardless of fuel type
- New installation or replacement of an oil tank
- Installation of a new bathroom or kitchen if existing electrics or plumbing are altered or if new electrics or plumbing are installed
- Installation of fixed air conditioning systems
- Installation of additional radiators to an existing heating system\*
- New electrical installations in bathrooms, kitchens and outdoors\*
- Replacement window and door units

**You **DO NOT** need to tell your Local Authority Building Control about the following work but you can still use an installer who is registered with a Competent Person Scheme.**

- Most repairs, replacements and maintenance work (except replacements of combustion appliances, oil tanks, electrical consumer units or glazing units which do need to be notified)
- Additional power points or lighting points or any other alterations to existing circuits (except in bathrooms, kitchens or outdoors\*)
- Like for like replacements of baths, toilets, basins or sinks

**Below is a list of the types of work covered by Competent Person Schemes. The scheme contact details are overleaf.**

Installation or replacement of oil-fired boilers, tanks and associated hot water and heating systems

**APHC, BESCA, NAPIT, NICEIC, OFTEC**

Installation or replacement of solid fuel burners and associated hot water and heating systems

**APHC, BESCA, HETAS, NAPIT, NICEIC**

Installation or replacement of hot water and heating systems

**APHC, BESCA, CORGI, Gas Safe Register, NAPIT, NICEIC**

Installation of fixed air conditioning systems

**CORGI, NAPIT, NICEIC**

Electrical work (Fully Part P compliant)

**BSI, EC Certification/Elecsa, NICEIC, NAPIT**

Electrical work in association with other work (kitchen installations, boiler installations)

**APHC, CORGI, EC Certification/Elecsa, NAPIT, NICEIC, OFTEC**

Replacement windows and doors

**BSI, CERTASS, FENSA**

Installation of bathrooms, toilets, washing facilities

**APHC, CORGI, NAPIT, NICEIC**

These schemes have been listed alphabetically. This does not reflect the size of the scheme or whether the scheme specializes in dealing with a particular type of work. Some schemes may not have members in your local area who deal with the type of work that you are interested in.

**APHC**

www.competentpersonsscheme.co.uk  
0121 711 5030

**BESCA**

www.besca.org.uk  
0800 652 5533

**BSI**

www.kitemark.com  
08450 765610

**CORGI**

www.trustcorgi.com  
0800 915 0485

**CERTASS**

www.certass.co.uk  
08450 948025

**EC Certification/Elecsa**

www.eccertification.co.uk  
www.elecsa.co.uk  
08458 738786  
08456 349043

**FENSA**

www.fensa.org.uk  
020 7645 3700

**GAS SAFE REGISTER**

www.gassaferegister.co.uk  
0800 408 5500

**HETAS**

www.hetas.co.uk  
08456 345626

**NAPIT**

www.napit.org.uk  
0870 444 1392

**NICEIC**

www.niceic.com  
0870 013 0382

**OFTEC**

www.oftec.org.uk  
08456 585080

Some registered installers are also members of the TrustMark scheme which gives further consumer protection. For details, visit [www.trustmark.org.uk](http://www.trustmark.org.uk)

Communities and Local Government Publications

Tel: 0300 123 1124

Fax: 0300 123 1125

E-mail: [product@communities.gsi.gov.uk](mailto:product@communities.gsi.gov.uk)

Website: [www.communities.gov.uk/buildingregs](http://www.communities.gov.uk/buildingregs)

Published by Communities and Local Government.  
Crown copyright 2009. Reprinted in the UK, April 2009,  
on material containing 75% post-consumer waste and  
25% ECF pulp.

Product code: 978 1 40980 578 6

Reference number: 09 BD 05896

ISBN 978-1409805786



9 781409 805786