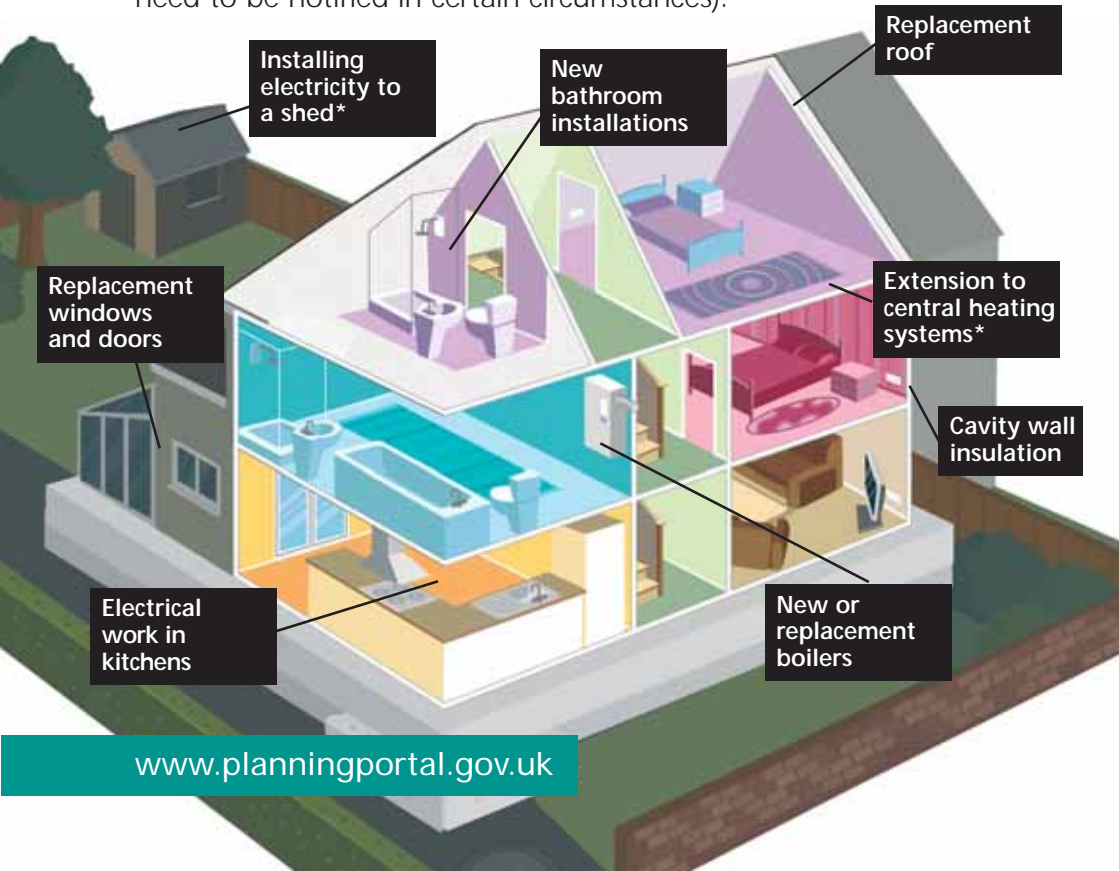


# Building work, replacements and repairs to your home

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 may be asked to provide certificates of compliance with the Building Regulations.

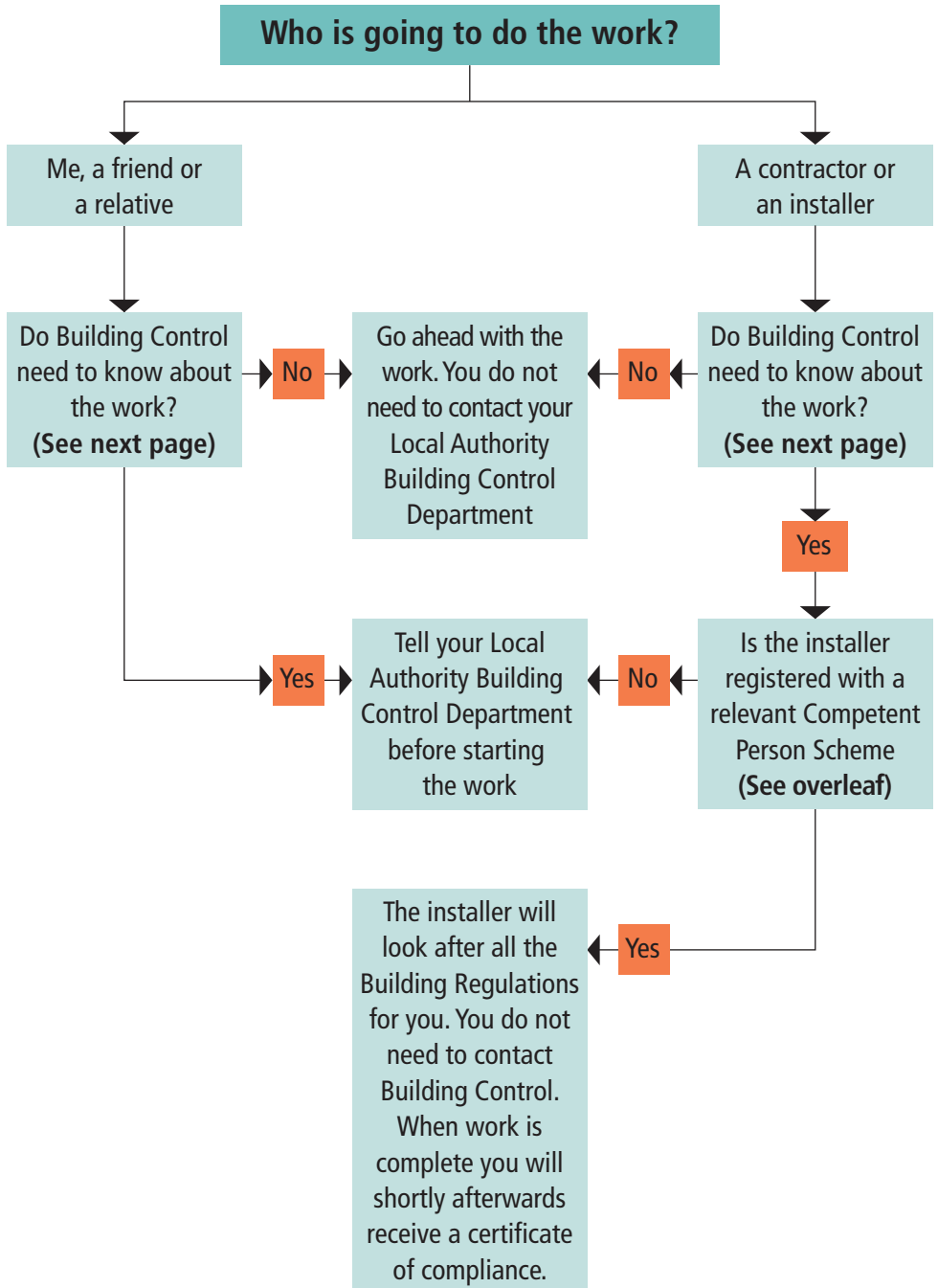
## Why should I use an installer who is registered with a Competent Person Scheme?

- 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. 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?

For electrical work 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. For all other types of work, 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
- replacement of roof coverings on pitched and flat roofs

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 of cavity wall insulation: **CIGA**

Installation of gas appliances: **GSR**

Installation or replacement of hot water and heating systems connected to gas appliances: **APHC, BESCA, CORGI, ELECSA, GSR, HETAS, NAPIT, NICEIC, OFTEC, and STROMA**

Installation or replacement of oil-fired boilers, tanks and associated hot water and heating systems: **APHC, BESCA, CORGI, ELECSA, HETAS, NAPIT, NICEIC, OFTEC, STROMA** (hot water and heating only)

Installation or replacement of solid fuel burners and associated hot water and heating systems: **APHC, BESCA, CORGI, ELECSA, HETAS, NAPIT, NICEIC, OFTEC**, (heating and hot water only), **STROMA** (hot water and heating only)

Installation of fixed air conditioning or mechanical ventilation systems: **BESCA, CORGI, NAPIT, NICEIC**

Any electrical work in dwellings: **BESCA, BSI, CORGI, ELECSA, NAPIT, NICEIC**

Electrical work only in association with other work (e.g. kitchen installations, boiler installations): **APHC, BESCA, BSI, CORGI, ELECSA, NAPIT, NICEIC, OFTEC**

Replacement windows, doors, roof windows, or roof lights in dwellings: **BM TRADA, BSI, CERTASS, FENSA, NETWORK VEKA**

Installation of plumbing and water supply systems and bathrooms and sanitary ware: **APHC, BESCA, CORGI, NAPIT, NICEIC**

Replacement of roof coverings on pitched and flat roofs (not including solar panels): **NFRC**

Installation of microgeneration or renewable technologies: **APHC, BESCA, BSI, CORGI, ELECSA, HETAS, NAPIT, NICEIC, OFTEC, STROMA**

These schemes have been listed alphabetically. This does not reflect the size of the scheme or whether the scheme specialises 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](http://www.competentpersonsscheme.co.uk)  
0121 711 5030

## **Ascertiva Group Ltd (trading as NICEIC)**

[www.niceic.com](http://www.niceic.com)  
01582 531 000

## **Benchmark Certification (CORGI)**

[www.corgi-membership.com](http://www.corgi-membership.com)  
0844 879 4798

## **BESCA**

[www.besca.org.uk](http://www.besca.org.uk)  
0800 652 5533

## **BM Trada**

[www.bmtrada.com](http://www.bmtrada.com)  
01494 569 700

## **BSI**

[www.kitemark.com](http://www.kitemark.com)  
01442 278 607

## **CERTASS**

[www.certass.co.uk](http://www.certass.co.uk)  
08450948 025

## **CIGA**

[www.cwisc.org](http://www.cwisc.org)  
01525 853300

## **ELECSA**

[www.elecsa.co.uk](http://www.elecsa.co.uk)  
0845 634 9043

## **FENSA**

[www.fensa.co.uk](http://www.fensa.co.uk)  
020 7645 3700

## **Gas Safe Register (GSR)**

[www.gassaferegister.co.uk](http://www.gassaferegister.co.uk)  
0800 408 5500

## **HETAS**

[www.hetas.co.uk](http://www.hetas.co.uk)  
0845 634 5626

## **NAPIT**

[www.napit.org.uk](http://www.napit.org.uk)  
0845 543 0330

## **Network VEKA**

[www.networkveka.co.uk](http://www.networkveka.co.uk)  
01282 473 170

## **NFRC**

[www.nfrc.co.uk](http://www.nfrc.co.uk)  
020 7638 7663

## **OFTEC**

[www.oftec.org.uk](http://www.oftec.org.uk)  
0845 658 5080

## **STROMA**

[www.stroma.com](http://www.stroma.com)  
0845 621 1111

Some registered installers are also members of the TrustMark scheme or the Microgeneration Certification Scheme which gives further consumer protection. For details, visit:

[www.trustmark.org.uk](http://www.trustmark.org.uk) or [www.microgenerationcertification.org](http://www.microgenerationcertification.org)

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