

BUILDING NOTICE SUBMISSION FOR ELECTRICAL INSTALLATIONS (E1/E)

THE BUILDING REGULATIONS 2010 as amended
THE BUILDING ACT 1984



Building Control Partnership

Place, Growth and Prosperity
North Staffordshire Building Control
Partnership
Civic Centre, Glebe Street,
Stoke-on-Trent, ST4 1HH.
Telephone : 01782 232459 or 238685
Email: bas@stoke.gov.uk
Web: stoke.gov.uk/buildingregulations

Plan number if applicable:

Please use type or BLOCK capitals and submit one copy of this form.

You should find out whether your proposal needs separate planning permission - Council employees are not allowed to prepare for submission any part of a Building Regulations, or Application to this Authority.

Please make all cheques payable to Stoke-on-Trent City Council

Applicants details

Name:	Telephone:		
Address:			
	Postcode:	Email:	

Agents details / Electrical Contractors Details (if applicable)

Name:	Telephone:		
Address:			
	Postcode:	Email:	

Location of Building to which works relates

Address:			
	Postcode:	Telephone:	

Description of proposed work(s)

Use of building

1. If new building or extension please state present use: _____
2. If existing building please state present use: _____

Fees A fee must be submitted with this form. (See scale of Building Regulations)

TOTAL FEE £ _____

Statement

This notice is given in relation to the building work as described and is submitted in accordance with Regulation 12 (2A) (a) and is accompanied by the appropriate charge.

Name _____ Date _____

Guidance notes:

All electrical work has to meet the requirements of Part P (Electrical Safety). It must be designed, installed and tested by a competent person.

Before you have finished we must be happy that you have complied with Part P. You must therefore either:

- Confirm that the electrical installation work will be carried out by a competent person, registered by one of the new self-certification schemes. Such as: (a) BRE Certification Limited (b) British Standards Institution (c) ELECSA Limited (d) NAPIT Certification Ltd. (e) NICEIC Certification Services Limited/Zurich.

OR

- Provide Electrical Installation Certificates from a competent person demonstrating that the work has been designed, installed, inspected and tested in accordance with BS7671. Submit certificates to us when you have finished the work.

Please note that if you cannot supply these certificates when the work is finished, we may have to arrange for the work to be checked and tested by a competent Electrical Contractor. We will invoice you for the cost of carrying out this inspection.

If we decide the work is unsatisfactory the competent contractor may need to do more inspections or testing – you will have to pay for this.

Work that you don't need to tell us about:

- Replacing accessories such as socket-outlets, control switches and ceiling roses.
- Replacing the cable for a single circuit only, where damaged, for example by fire, rodent or impact.
On condition that the replacement cable has the same current carrying capacity, follow the same route and does not serve more than one sub-circuit through a distribution board.
- Re-fixing or replacing the enclosures of existing installation components.
If the circuit's protective measures are unaffected.
- Providing mechanical protection to existing fixed installations.
If the circuit's protective measures and current carrying capacity of conductors are unaffected by increased thermal insulation.
- Adding lighting points (light fittings and switches) to an existing circuit unless in a kitchen special location or a special installation.
Special locations and installations are listed on the next page.
- Adding socket-outlets and fused spurs to an existing ring or radial circuit unless in a kitchen special location or a special installation
Only if the existing circuit protective device is suitable and provides protection for the modified circuit, and other relevant safety provisions are satisfactory.
- Installing or upgrading main or supplementary equipotential bonding unless in a kitchen special location or a special installation.
Such work shall comply with other applicable legislation, such as the Gas Safety (Installation and Use) Regulations.

Useful definitions

Replacement of electrical accessories and current using equipment

This covers the replacement of existing electrical showers, socket outlets, light switches and light fittings.

Replacement of an existing cable for a single circuit

This covers a single damaged cable that needs to be renewed from an existing fuse board as long as it's only feeding one circuit, run to the same route and sized (current rating) the same or larger as the existing cable.

Re-fixing or replacing the enclosures of existing installation components

This covers work on any enclosure (for example lighting control connection box, cable junction box) as long as work does not affect the fuse or mcb size designed to protect the electrical circuit.

Equipotential bonding

This covers any additional or improvement to the existing equipotential main or supplementary earth bonding

Useful definitions continued

Providing mechanical protection to existing fixed insulations

This covers such things as cable protection, for example, the fitting of a steel or plastic trunking on an internal or external wall to give mechanical protection to existing cables that have been exposed during new building works.

However if the current carrying capacity of the cable or cables is affected then you would need to tell us. (Advice from a NICEIC or similar approved contractor would be needed to confirm this).

Additional fittings to an existing circuit (other than Special Locations or Kitchens)

This covers the fitting of additional light fittings; switches or socket outlets that would require the extension of existing ring main, lighting or radical circuits.

Special locations and installations are detailed in IEE guidance notes and include:

- Locations containing a bath tub or shower basin
- Swimming pools, paddling pools and Hot air saunas.
- Electrical floor or ceiling heating systems.
- Garden lighting or power installations.
- Solar photovoltaic (PV) power supply systems.
- Extra-low voltage lighting installations, other than pre-assembled, CE marked lighting sets.



Office use only

Date stamp here:

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Officer:

Area:

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