



**QUADRANT**  
APPROVED INSPECTORS  
BUILDING CONTROL

**Important Building  
Control information for  
domestic projects**



[www.quadrantai.co.uk](http://www.quadrantai.co.uk)



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## **Important Building Control information for domestic projects**

Thank you for appointing Quadrant Building Control as your Approved Inspector. It is important that you read this document to understand the process. Please contact us if you require any further clarification or guidance. We look forward to working with you.



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Please note the Local Authority require 5 days to process the Initial Notice from date of issue. Works cannot start on site until this period has expired or the Local Authority may not accept the notice.

As part of the approval process we are required to assess the plans and information for compliance with the regulations and then inspect the works carried out on site to ensure the development complies with the Building Regulations.

Quadrant does not approve works covered under Competent Person's Schemes. These are excluded from our Initial Notice and certified by the Installer. This includes works such as electrics, gas fitting and installation of solid fuel appliances. More details can be found at the competent person's website: [www.competentperson.co.uk](http://www.competentperson.co.uk) A separate register specifically for electricians has also been set up, so you can find an electrician to carry out domestic electrical work. It is important you acquire a certificate from your registered installer for these works.

Where applicable, Quadrant will carry out a consultation with the water authority to inform them of relevant works in accordance with the Regulations. If a build over agreement is required due to building over or within 3 meters of a public drain then this will be required to be submitted directly by the client to the water authority with any payable fees.

The water authority may contact the client directly with a specific request about the current drainage system if they are unable to ascertain if your proposals are to be built within 3 meters of a public sewer. Generally a guide is available on the relevant water authorities website to help determine if an agreement is required and to aid their approval process.

If at any time either prior to or during construction, any amendments are made to the plan or layout of the building please send us copies of these amendments. This is essential to enable us to ensure compliance with the Building Regulations.

For projects that involve the creation of new dwellings please confirm if additional Building Regulations requirements relating to Part M Access and Part G Water Efficiency have been imposed as conditions within your Planning Permission.

Quadrant Building Control will carry out site inspections to determine that the building work being undertaken complies with the Building Regulations. The number and nature of the site inspections vary according to the type of works being undertaken. At least 48 hours before work is due to commence, you should notify ourselves by either e-mail or phone.



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On completion of a satisfactory final inspection, we will issue a Final Certificate. This must be done within 8 weeks of occupancy of the building or occupancy to which this Initial Notice relates. If the work is not sufficiently complete to enable us to issue the Final Certificate within the 8 weeks, the Initial Notice will cease to be in force and the work may then revert to the Local Authority who will charge a further fee.

**Should you wish to review our terms and conditions, along with other guidance information, please view our website: [www.quadrantai.co.uk](http://www.quadrantai.co.uk)**

## **What is an approved inspector?**

Building Regulations are minimum standards set by the Department for Communities and Local Government (DCLG) that cover the design and construction of buildings. They are also concerned with the health and safety of building users, energy and water efficiency, and access and facilities for people with disabilities.

With all building work, the owner and occupier of the property or land in question is ultimately responsible for complying with the relevant planning rules and building regulations. The role of checking that Building Regulations are, as far as can reasonably be determined, being complied with falls to a Building Control Body – either an Approved Inspector or a Local Authority. The person carrying out the work has the choice of which Building Control Body to use.

Approved Inspectors are persons authorised under the Building Act 1984 to carry out building control work in England and Wales. Approved Inspectors are required to adhere to the Construction Industry Council Approved Inspectors Register (CICAIR) Code of Conduct for Approved Inspectors and follow the Building Control Performance Standards in their working practices.

The role of building control is to act as an independent third party check and Approved Inspectors are required to take such steps as are reasonable to enable the Approved Inspector to be satisfied, within the limits of professional skill and care that the applicable aspects of the Building Regulations are complied with.

## **It is *not* the role of building control to:**

- Provide quality control of the Works.
- Provide a 'clerk of works' service monitoring every stage of the construction process.
- Provide a service to address issues such as the finish and aesthetics of the Works where these are not Building Regulation matters.
- Provide a service to offer contractual protection between the person carrying out the work and the parties engaged in the design and/or construction of such work.
- Provide a guarantee of compliance with the Building Regulations. The appointment of a Building Control Body does not remove the obligation of the person carrying out the work to achieve compliance.

**More information on the planning and building regulations system in England and Wales is available via the DCLG and the Planning Portal.**



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## Site Inspection framework

Please find below a typical Site Inspection Notification Framework (INF), which highlights the work stages that will require notification. Please forward a copy to your builder or project manager as applicable.

### Foundations

Allows ground conditions to be checked to ensure that the foundations are sufficient. This inspection should take place before the foundation concrete is poured.

### Floor Structure

An inspection should be made before floor areas are concreted or covered to ensure materials and insulation over the site are suitable. Wall damp-proof courses, floor damp proof membranes, gas barriers and insulation may also be inspected prior to covering.

### Drainage

New drainage should be inspected for alignment prior to covering over, and to ensure adequate access and fall is provided.

### Roof and Upper Floor Construction

An inspection of the structure to the upper floors and roof.

### Pre-plasterboard

Allows for the inspection of any relevant hidden work such as insulation and fire stopping and should be carried out prior to plaster-boarding.

### Drain Test

We may require the new drainage systems to be tested prior to completion of the works on site.

### Prior to Occupation

If you intend to occupy the building prior to completion of the full works, we need to carry out an inspection before occupation.

### Completion

Notification is required when the works are completed to allow this inspection to be carried out. If everything is found to be satisfactory, a Completion Certificate will be issued. Ideally, this inspection is carried out before the builder leaves the site, when the works are fully complete.

This list is not exhaustive and will vary in relation to the size, scope and complexity of the project.

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Quadrant Building Control is a leading private sector Building Control service approved by the Construction Industry Council (CIC). Our aim is two-fold: client satisfaction and the best possible built environment.

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