

Site inspections

When we acknowledge your application, you will receive an acceptance notification. This notification will detail the schedule of building regulation inspection notifications - which will outline the stages where we need to make a site inspection.

We will inspect your site at certain points, to make sure that your project is meeting building regulations. Additional inspections may also be required during the work.

Under building control regulations - for **any** type of application and work - you need to notify us at the following stages (which may or may not need a physical inspection). The minimum notifications we require are:

- **Start of work** – notice required two days **prior** to starting work on site
- **Commencement of work** – notice required not more than five days **after** the date on which work is considered commenced (in accordance with Regulation 46A of the [Building Regulations etc. \(Amendment\) Regulations 2023](#))
- **Completion of work** - notice of completion of works is required five days **prior** to the date on which work is considered complete. A [completion notice](#) by a person carrying out building work must be completed by all dutyholders and returned to us not more than five days after the work has been completed. Failure to complete and return this may result in a delay in the issue of the certificate of completion

Types of inspections which need 24 hours notice

Excavations before concrete - Statutory inspection

This inspection allows ground conditions to be checked and the building control officer will consider all or some of the following:

- The bearing capacity of the ground proximity and depth of any drains and manholes
- Depth of existing foundations proximity of any trees or recently removed trees
- Whether or not the building is on made up ground

Preparation of oversite - Statutory inspection

This inspection is to determine the suitability of the hardcore used, the provision of sand blinding (if required). The damp proof membrane (DPM) is checked for its thickness and use with new and existing damp proof courses. Floor insulation may also be inspected at this stage.

Damp proof course - Statutory inspection

The damp proof course (DPC) will be checked to ensure suitability, width, laps etc.

Drains - Foul and Storm - Statutory inspection

All new drainage is inspected prior to covering. The items checked on this inspection include:

- Suitability of material used
- Fall and line of the drain
- Material used for bed and surround
- Access points

Drains test - Statutory inspection

Wherever possible the above and below ground drainage systems will be checked for air or water tightness.

First Floor Joists

The size, grade and the centre of the joists will be checked together with the lateral restraint strapping and herringbone strutting.

Roof Members

The size, grade and the centre of the timbers/ trusses will be checked together with the lateral resistant strapping, herringbone strutting and wind bracing.

Insulation

The size, grade and the centre of the timbers/ trusses will be checked together with the lateral resistant strapping, herringbone strutting and wind bracing.

Occupation - Statutory inspection

When a building is occupied before completion the local authority should be notified.

Completion - Statutory inspection

This is the inspection which is often forgotten by the applicant / builder. The inspection checks such items as:

- Ventilation to rooms and roof voids
- Waste details
- Roof coverings
- Fire precautions and requirements
- Safety glazing
- Staircase details

Certificate of completion

A certificate of completion will be issued when all work has been inspected, satisfactorily completed and we have received your [completion notice](#).

This certificate is needed when selling the property or getting a mortgage. The certificate provides evidence to any prospective purchaser or mortgage company that building work has been carried out in accordance with building regulations.

