



BUILDING (SCOTLAND) ACT 2003

NOTES ON

BUILDING WARRANT APPROVAL

Scope of Building Standards

The Building Standards system operated by local authorities has a duty to maintain standards set by statutory building standards as contained in Regulation 9 of the Building (Scotland) Regulations 2004. These standards relate to matters of health, safety, conservation of power and access for disabled persons. They do not cover design, appearance or standards of finish unless these have a direct bearing on compliance with a particular standard. This means that the issue of a Building Warrant and the verification of a Completion Certificate does not guarantee that you will be satisfied with all aspects of the work carried out by your builder. In the case of alterations and extensions in particular, many of the controls only apply to new work. Existing unsatisfactory aspects may not be subject to inspection or control. If you are not experienced in building work, you should employ an architect or a building consultant to protect your interests – particularly during the course of the work.

Your Building Warrant has now been approved and is enclosed along with a number of other important forms. Agents not undertaking the supervision of the works should ensure that these forms are passed onto their client without delay.

DURATION OF WARRANT

Your Building Warrant is valid for three years from the date on which it was granted. This means that you should have completed the work and submitted a Completion Certificate before the three years has expired. We can extend the life of the Warrant if you apply before the three year period. If you do this the regulations applying will be the same as those applying when the Warrant was approved.

We can extend the life of a Warrant after the three year period has expired. If this is done the regulations that have to be complied with will be the ones in force at the time your application for an extension was made. These regulations will most likely be more onerous and may cause problems with regards compliance.

BEFORE WORK STARTS

It is important that you notify us, using the reply paid form, of when work is to start on site.

ONCE WORK STARTS

We may visit the site to ensure compliance is being achieved.

The number of site inspections carried out by us will depend on the following:-

- complexity of the work;
- level of supervision by a competent person.

As a minimum we will:-

- inspect and witness a test on any new drains before they are covered over;
- witness a final test on any new drains;
- carry out a final inspection when a Certificate of Completion for the works, the subject of the Building Warrant, is submitted.

To arrange for the inspection and testing of drains, please telephone Building Standards between the hours of 9.00 a.m. – 10.30 a.m. and 4.00 p.m. – 5.00 p.m. Monday to Friday.

If you have informed us that a Certifier(s) of Construction is/are to be used on the project, we will not inspect any work carried out by them.

ONCE WORK IS COMPLETE

You should submit a Completion Certificate. For details on how to do this please refer to the Guidance Note "Submission of Completion Certificate".

When we are satisfied that works are complete we will issue an Acceptance of a Completion Certificate. This is an important legal document and should be kept in a safe place.

The warrant is in respect of approval under Building Standards Regulations only and does not exempt the applicant from obtaining any other permissions which may be required, for example under the Town & Country Planning (Scotland) Acts. Applicants should be aware that there is no legal responsibility on the Local Authority to cross check between Building Warrants and planning requirements. It is your responsibility, for instance, to ensure that any amendments etc. made to warrants are also referred to the Development Management Section of the Planning & Transport Division.

If you wish any further assistance please telephone:-

01307 461460 and ask for:-

Angus Council
Infrastructure Services
Planning & Transport Division
Building Standards
County Buildings
Market Street
FORFAR
DD8 3LG