

REVERSION NOTICE

This notification refers to works where a cancellation of an Initial Notice has been received and works have already commenced.

1	Location of building to which this application relates
	Address:

2	Proposed Work
	Description:
	Date of commencement:

3	Approved Inspector/Registered Building Control Approver
	Company Name:
	Date of Cancellation Notice:

4	Applicant/Clients Details			
	Name:			
	Address:			
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Postcode:</td> <td style="width: 35%;">Email:</td> <td style="width: 35%;">Tel:</td> </tr> </table>	Postcode:	Email:	Tel:
Postcode:	Email:	Tel:		

5	Agent/Principal Designers Details (if applicable)			
	Name:			
	Address:			
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Postcode</td> <td style="width: 35%;">Email:</td> <td style="width: 35%;">Tel:</td> </tr> </table>	Postcode	Email:	Tel:
Postcode	Email:	Tel:		

6	Builder/Principal Contractors Details			
	Name:			
	Address:			
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Postcode</td> <td style="width: 35%;">Email:</td> <td style="width: 35%;">Tel:</td> </tr> </table>	Postcode	Email:	Tel:
Postcode	Email:	Tel:		

7	Charges	
	Reversion fee based on the information available and site inspections required to assess Building Regulations compliance. Confirmation of fee will be provided if not already obtained.	
	Reversion Notice Fee:	
	Person responsible for fee if different to No 4	

8	Additional Information	
	1. Where a new building or an extension to a building has been erected are there any trees within 30 metres of the building? (If Yes, show species, size and location on plan) YES <input type="checkbox"/> NO <input type="checkbox"/>	
	2. Does the work include any controlled domestic electrical work? (If yes, complete 3 below) YES <input type="checkbox"/> NO <input type="checkbox"/>	
	3. If yes, did a competent person, who is registered with a Part P self-certification scheme, carry out the electrical installation? If no or this is not known, an additional charge, will be added to the reversion charge. NOT KNOWN <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	
	4. New Dwellings For New Build Houses & Flats No. of units for sale (private) _____ No. of units for rental (Housing Association) _____ * I confirm that one or more of the following 'Optional Requirements' in the Building Regulations 2010 apply to this work:- * i) Regulation 36 (2)(b) – Optional Water Efficiency requirements of 110 litres per person per day; YES <input type="checkbox"/> NO <input type="checkbox"/> * ii) Schedule 1 Part M Optional Requirement M4(2) (category 2 – accessible and adaptable dwellings); YES <input type="checkbox"/> NO <input type="checkbox"/> *iii) Schedule 1 Part M Optional Requirement M4(3) (category 3 – wheelchair user dwellings) YES <input type="checkbox"/> NO <input type="checkbox"/>	

9	Declaration	
	This notification is made in relation to the building work as described above and is in accordance with the requirements of the Building Act 1984 & Building (Registered Building Control Approvers etc.) (England) Regulations 2024.	
	Name:	Signature:
		Date:

PLEASE SEE CHECKLIST BELOW BEFORE MAKING YOUR SUBMISSION

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Reversion Application Checklist:-

The following information is required to make your application for Reversion:-

1.	Fully Completed – and signed – <u>REVERSION NOTICE APPLICATION FORM</u>	
2.	Fully Completed <u>FORM 10</u> In the event your RBCA/AI has not cancelled the Initial Notice (see over page)	
Copies of :-		
3.	Approved Inspector/Registered Building Control Approvers site inspection records and notes	
4.	Copies of 'plans certificates' issued by the AI/RBCA as part of the Initial Notice	
5.	Warranty provider inspection records	
6.	Dimensioned Plans and working drawings for the project	
7.	Specification of works	
8.	Design stage SAP calculations (and overheating strategy where applicable *new dwellings in particular)	
9.	Structural engineers design details (drawings and calculations)	
10.	Thermal calculations etc	
11.	3rd party certification of any work	
	i. Electrical certificates	
	ii. GasSafe certificates for boilers/flues/fires	
	iii. G3 certification for pressurised UVHWS	
In the case of commercial projects, in addition to the above we will also require copies of details relating to :-		
12.	Fire alarm certification	
13	Emergency lighting certification	
	SBEM/BRUKL output documentation	
	Fire plans and associated layouts etc	
	Fire Strategy or Fire Risk Assessments etc	

Section 52(3), Building Act 1984
The Building (Registered Building Control Approvers etc.) (England) Regulations 2024
Form 10 – Notice of Cancellation by Person Carrying out Work

To :-

a, The Building Control Manager, North Kesteven District Council, Kesteven Street, Sleaford, NG34 7EF

&

b, (the Relevant Registered Building Control Approver (4) *insert contact & address*)

(1) This Notice relates to the following works :-

.....
.....

(2) An Initial Notice dated has been given and the above work was specified in it.

(3) I am [the person carrying out the work] / [intending to carry out the work]

I hereby cancel the Initial Notice.

Name:

Signature:

Date:

Notes:

- (1) Location and description of work, including the use of any building to which the work relates
- (2) Insert date
- (3) Delete whichever does not apply
- (4) If practicable, notice must also be given to the approved inspector

REVERSION NOTICE

This notification refers to works where a cancellation of an Initial Notice has been received and works have already commenced.

A reversion application should be used where an initial notice from a Registered Building Control Approver (RBCA) (previously known as an Approved Inspector), is no longer in force and the application is to 'revert' back to the local authority. See Regulation 22 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

The reasons for this could include :

- the private building control body is no longer in business
- the private building control body has cancelled their Initial Notice due to contraventions of the Building Regulations that the owner/builder has failed to rectify
- the private building control body has not been able to gain access to the property, or been notified of the commencement of works
- the owner/person responsible for the works decides that they no longer want to use the services of a private building control body

We require:

- a full description of the unauthorised work, and plans indicating the work carried out (existing plans – before work commenced and proposed plans – what is intended/what has been completed) – so that it is clear what works have been/intend to be carried out
- plans and associated structural calculations should demonstrate compliance with the building regulations that were in force when the work was originally carried out
- the appropriate fee (this will be confirmed once your application and accompanying drawings etc have been received and reviewed)– this can be paid over the telephone on **01529 308136**. Contact us for advice if you are unsure
- photographs of the work in progress or other evidence may assist in demonstrating compliance. This may help to reduce any required exposure works

When we receive a reversion application, we may require you to take reasonable steps to determine what work, if any, is required to make sure that the relevant requirements are met. These steps may include:

- the laying open of the building work for our inspection
- making tests and taking samples, as we think appropriate

If you are unwilling to comply with any reasonable request, there is a risk that we will be unable to judge whether the work satisfies the applicable regulations.

We may be left with no alternative but to prosecute the owner of the property where the contravening work may compromise life safety of the occupants, visitors or the public, depending on the circumstances.

Please also complete and return a copy of the FORM 10 CANCELLATION NOTICE (accompanying this application) under the RBCA regulations. This cancels the initial notice submitted by the RBCA, if the RBCA hasn't cancelled the initial notice already.