

# GUIDANCE NOTES

Produced by

Tendring District Council  
Building Control Service



## Electrical Installation and the Building Regulations

## Approved Document P – A basic guide for homeowners, designers and builders

Since the 1st January 2005 any new electrical wiring or electrical components for domestic premises or a small commercial premise linked to domestic accommodation, will be required to be designed and installed in accordance with the Building Regulations.

### So what do you have to do?

**Non notifiable work** – If the work is very minor in nature all you have to do is ensure that any electrical work is installed in accordance with manufacturers instructions, and is done in such a way that it is safe. If you are in any way unsure about how to install new wiring, electrical sockets etc, then get a qualified electrician.

**Notifiable work** – The works listed below must have Building Regulations approval

- (a) the installation of a new circuit; (including external circuits)
- (b) the replacement of a consumer unit; or
- (c) any addition or alteration to existing circuits in a special location.

“special location” means—

- (a) within a room containing a bath or shower, the space surrounding a bath tap or shower head, where the space extends—
  - (i) vertically from the finished floor level to—
    - aa) a height of 2.25 metres; or
    - (bb) the position of the shower head where it is attached to a wall or ceiling at a point higher than 2.25 metres from that level; and
  - (ii) horizontally—
    - (aa) where there is a bath tub or shower tray, from the edge of the bath tub or shower tray to a distance of 0.6 metres; or
    - (bb) where there is no bath tub or shower tray, from the centre point of the shower head where it is attached to the wall or ceiling to a distance of 1.2 metres; or
- (b) a room containing a swimming pool or sauna heater.

With the above notifiable works there are three methods of seeking approval.

#### 1. Self-certification by a registered competent person:

Electrical installers who are registered competent persons should complete a BS 7671 electrical installation certificate for every job they undertake. The electrical installer should give the certificate to the person ordering the work.

The installer or the installer's registration body must within 30 days of the work being completed do both of the following.

- a). Give a copy of the Building Regulations compliance certificate to the occupier.
- b). Give the certificate, or a copy of the information on the certificate, to the building control body .

#### Below is a current list of the competent person scheme providers for electrical installations:

[Association of Plumbing and Heating Contractors \(Certification\) Limited](#) APHC 0121 7115030

[Benchmark Certification Limited](#) Benchmark 0238 0517069

[Building Engineering Services Competence Assessment Limited](#) BESCA 0800 652 5533

[Blue Flame Certification Limited](#) Blue Flame Certification 0845 194 90 31

[British Standards Institution](#) BSI 01442 278607

[Certsure LLP](#) trading as [ELECSA](#) or [NICEIC](#) Certsure 0845 634 9043 or 01582 531000

[NAPIT Registration Limited](#) NAPIT 0345 5430330

[Oil Firing Technical Association Limited](#) OFTEC 0845 6585080

[Stroma Certification Limited](#) Stroma 0845 621 1111



## **2. Certification by a registered third party:**

Before work begins, an installer who is not a registered competent person may appoint a registered third-party certifier to inspect and test the work as necessary.

Within 5 days of completing the work, the installer must notify the registered third-party certifier who, subject to the results of the inspection and testing being satisfactory, should then complete an electrical installation condition report and give it to the person ordering the work.

The electrical installation condition report should be the model BS 7671 form or one developed specifically for Part P purposes.

The registration body of the third-party certifier must within 30 days of a satisfactory condition report being issued do both of the following.

- a). Give a copy of the Building Regulations compliance certificate to the occupier.
- b). Give the certificate, or a copy of the information on the certificate, to the building control body .

## **3. Certification by Local Authority Building Control:**

If an installer is not a registered competent person and has not appointed a registered third-party certifier , then before work begins the installer must notify his Local Authority Building Control department.

They will determine the extent of inspection and testing needed for it to establish that the work is safe, based on the nature of the electrical work and the competence of the installer. Normally a 1<sup>st</sup> fix inspection is required. They may choose to carry out any necessary inspection and testing itself, or it may contract a specialist to carry out some or all of the work and furnish it with an electrical installation condition report. A fee is usually levied for this work.

An installer who is competent to carry out inspection and testing should give the appropriate BS 7671 certificate to the Local Authority Building Control department , who will then take the certificate and the installer's qualifications into account in deciding what further action, if any, it needs to take. Building Control may ask installers for evidence of their qualifications.

This can result in a lower building control charge as, when setting its charge, a local authority is required by the Building (Local Authority Charges) Regulations 2010 to take account of the amount of inspection work that it considers it will need to carry out.

Once Building Control has decided that, as far as can be ascertained, the work meets all Building Regulations requirements, it will issue to the occupier a Building Regulations completion certificate.

### **Please Note:**

Non-notifiable electrical installation work, like notifiable work, should be designed and installed, and inspected, tested and certificated in accordance with BS 7671.

If local authorities find that non-notifiable work is unsafe and non-compliant, they can take enforcement action.

### **What if the electrical work forms part of other building works or development?**

The same processes as above would apply, if the installer of the electrical work is a member of one of the competent person's schemes, their certificate would be fed into the Building Regulation Approval process.

### **What are the consequences of not obtaining approval?**

- a.) A Completion Certificate for the works (including the main development works if the electrical installation forms part of it, i.e. an extension) will not be issued. This may result in any future sale of the property being compromised.
- b). Possible enforcement Action by this Local Authority for failure to comply with the Building Regulations.

**As the owner**, you need to ensure the works you are carrying out is either minor or notifiable work – if it is notifiable, make sure the persons carrying out the work are either registered under one of the schemes or that person carrying out the work will be able to certify their work under the Local Authority Building Control route or by using a registered third party.

**As the designer** you need to make sure you specify that the electrical work (if part of a general development scheme) will be designed, constructed and inspected and tested in accordance with the British Standard 7671 (The IEE Wiring Regulations)

**As the Builder/developer** you need to ensure that you have either electrical personnel who can either certify their work under one of the competent person's bodies or are qualified/experienced to enable them to sign off under the Local Authority Building Control route or by using a registered third party.

**As the installer** you have a legal duty to issue a BS7671 certificate, to comply fully with the IEE Wiring Regulations and to notify your body if you are a member of a competent person scheme.

**Put simply the effect of this regulation will be that notifiable electrical work carried out by unqualified electricians will not be permitted unless a competent, qualified electrician is willing and able to provide a certificate to cover the work. We would strongly encourage the use of electricians who are part of a Competent Persons Scheme.**

**For More Information please call  
Tendring Building Control  
01255 686111**

**or alternatively call into our offices in Thorpe Road  
Weeley.**

**Other guidance leaflets can be downloaded using the following link:**

**[Click here for further guides](#)**