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## Regularisation Certificate Application (England) Notes and Checklist

### Is a Regularisation Certificate Application suitable?

#### 1. Was the unauthorised building work before the 11 November 1985?

Any building work carried out before 11th November 1985 is not eligible to be regularised.

[Regulation 18\(1\)](#)

YES  NO

#### 2. Is the building work etc., in relation to higher-risk building work?

A regularisation certificate application given to the local authority is not appropriate in these circumstances. Regularisation certificate applications for building work to higher-risk

buildings can be made at [Manage a building control application for a higher-risk building -](#)

[GOV.UK \(www.gov.uk\)](http://GOV.UK (www.gov.uk))

YES  NO

#### 3. Has any part of the work described in an initial notice been carried out and the initial notice has ceased to be in force?

If so, [Regulation 19 of the Building \(Approved Inspectors etc\) Regulations 2010](#) (local authority powers in relation to partly completed work) applies. Compliance should be with the requirements of that regulation and a building regularisation certificate application is not appropriate.

YES  NO

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If the response to all the questions above is 'No' then an application for a regularisation certificate is appropriate for the proposed work. Where the response is 'Yes' for row 2, an application should be made to the Building Safety Regulator. Where the response is 'Yes' to any other row, the application for a regularisation certificate is not appropriate.

## Is additional information required?

4. So far as is reasonably practicable, a plan of the unauthorised work is required.

[Regulation 18\(2\)\(c\)](#)

INCLUDED  NOT INCLUDED

5. So far as is reasonably practicable, provide a plan showing any additional work required to be carried out to secure that the unauthorised work complies with the requirements relating to building work in the building regulations which were applicable to that work when it was carried out.

[Regulation 18\(2\)\(d\)](#)

INCLUDED  NOT INCLUDED

## Further Information

- Unauthorised building work means building work, other than work in relation to which an initial notice, an amendment notice, a public body's notice or a regulator's notice has effect, which is done without:
  - a building notice being given to the local authority
  - an application for building control approval with full plans of the work being given to the local authority or:
  - a notice of intention to start work being given to the local authority, in accordance with [Regulation 16\(1\)](#), where a building notice has been given or an application for building control approval with full plans of the work has been given.

[Regulation 18\(2\)\(a\)](#)

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**This document provides information for some of the more common building work scenarios. Reference should always be made to the Building Regulations 2010 (as amended) for full details.**