

Town Hall, Royal Tunbridge Wells, Kent, TN1 1RS

Email bcr@tunbridgewells.gov.uk | Tel [01892 554124](tel:01892 554124)

Notification of change of scope of works

The Building Act 1984, Building Regulations 2010 (as amended)

Where an application for Building Control Approval or a Building Notice has been submitted, and the proposed building work is amended from that originally submitted, the client or their agent must notify the local authority of these changes before the amended work is carried out.

Building Regulation Application Number	
--	--

Existing scope of works:

--

Proposed scope of works:

--

Supporting documentation provided:

Revised plans: Yes ☐ No ☐

Specification documents: Yes ☐ No ☐

Structural Calculations: Yes ☐ No ☐

Other: Yes ☐ No ☐

Provide details here:

The following works are excluded from the scope of your Building Control application with TWBC and must be carried out by a member of a relevant Competent Person Scheme (CPS):

- Notifiable electrical works for domestic works (CPS: NICEIC, ELECSA, NAPIT etc)
- Works including gas appliances such as boilers, cookers and gas fires etc (CPS: GASSAFE)
- Works including combustion appliances such as wood burning or multi fuel stoves etc (CPS: HETAS, OFTEC etc)

Declaration

I/we agree to the notice being made and that the information contained in the notice is correct.

This notice is in relation to the building work and application reference as described above.

I/we understand that additional fees may be payable to the local authority on review of these changes.

Applicant Name	
Applicant signature	
Date	

This form cannot be used for building control approval applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings.

Applications for building work to higher-risk buildings can be made on GOV.UK website:
<https://www.gov.uk/guidance/manage-a-building-control-application-for-a-higher-risk-building>