

# Building Control E-Bulletin

Issue 2: December 2009

[www.leeds.gov.uk/building\\_control](http://www.leeds.gov.uk/building_control)

**W**elcome to Leeds City Council's Christmas issue of "Building Control E-Bulletin" for the latest news and announcements in the world of Building Control and Public Safety in Leeds.

We at Leeds Building Control would like to wish everyone a very Merry Christmas and Happy New Year for 2010. We all hope the future will be much more prosperous and the construction industry will start to recover over the next 12 months.

We know it has been a very difficult year for everyone with the economic downturn in the construction industry, and we understand how difficult this period of time has been. Therefore, we would like to thank everyone who has continued to support us over the past 12 months.

We would like to stress how important and valued our customers are and to assure you we will endeavour to provide a first class, value for money Building Control service. We are committed to improving our standards and our customer service, details of which will be publicised at a later date.

The office will be closed for the following days over the Christmas and New Year:

<b>Friday 25th December 2009</b>	<b>Closed</b>
<b>Monday 28th December 2009</b>	<b>Closed</b>
<b>Friday 1st January 2010</b>	<b>Closed</b>

Please remember we will take requests for site visits before 9.30 am on the day of the inspection. This includes Christmas Eve and New Years Eve.



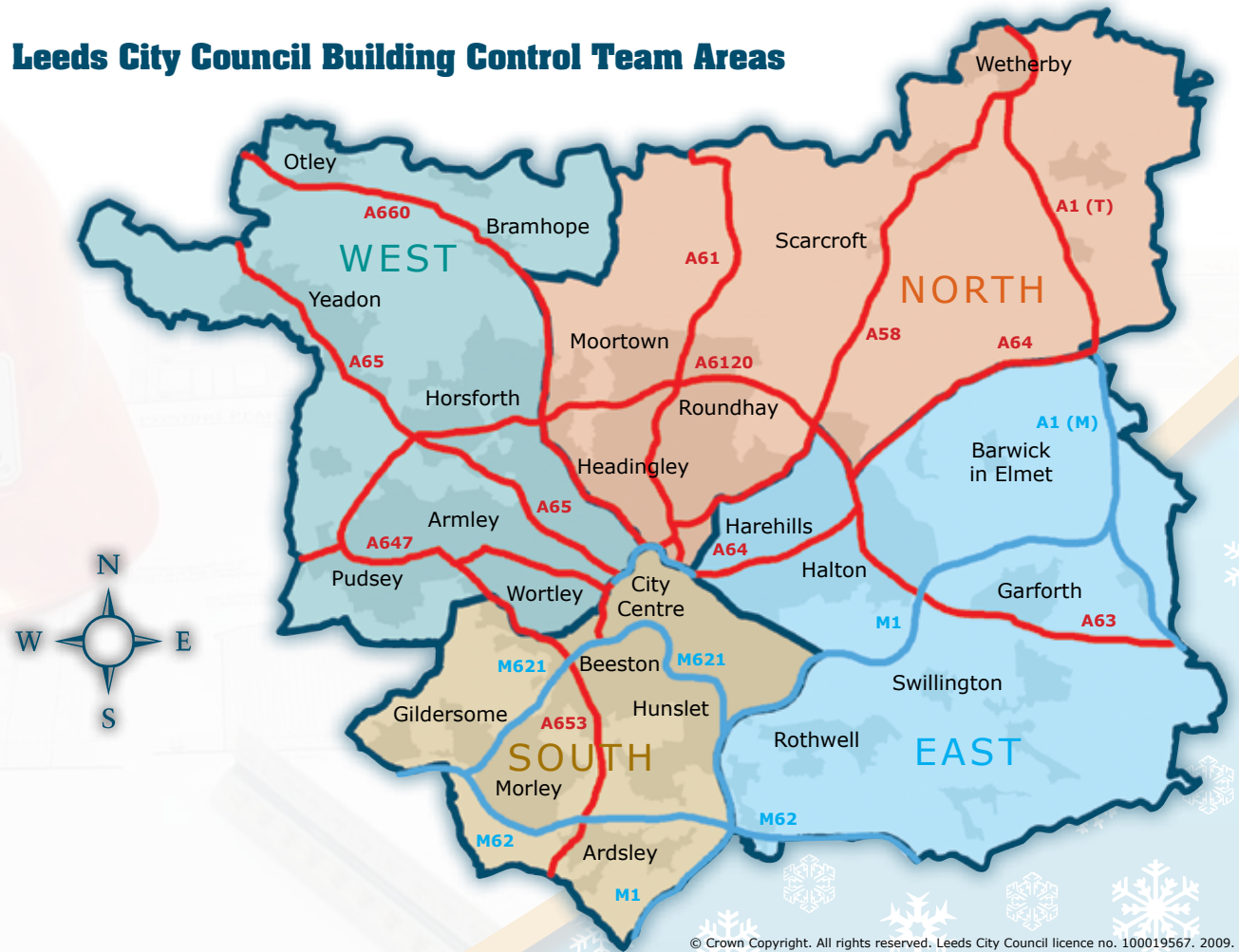
## VAT increase

Please be aware VAT will increase from 15% to 17.5% on the 1st January 2010. This will increase the average plan fee from £137 to £140. During the 2008 Pre-Budget Report, it was announced that there would be a temporary reduction in the standard rate of VAT to 15% for a 13 month period from 1 December 2008 to 31 December 2009. The reduction was implemented by secondary legislation effective for 12 months. Legislation was introduced in the Finance Bill 2009 for the 15 per cent rate to apply during December 2009 and for the rate to revert to 17.5% on 1 January 2010. This VAT increase is outside the council's control and is part of the government's legislation.

## What's new

In September Building Control Services underwent a major restructure with many of the Surveyors being allocated new geographical districts. The restructure was to redefine some of the surveyors' boundaries, redistribute workload and to offer individuals the opportunity to improve their knowledge in Building Control. It also gave us the opportunities to implement our new Service and Business Plans as we work towards obtaining the Customer Service Excellence Award.

## Leeds City Council Building Control Team Areas



## Leeds City Council Building Control Team Contacts

### North Area Team

Nigel Brown (Senior Building Control Surveyor)

Tel: 0113 247 8098

### South Area Team

David Gee (Senior Building Control Surveyor)

Tel: 0113 247 8101

### East Area Team

Tony Bryan (Senior Building Control Surveyor)

Tel: 0113 247 8107

### West Area Team

Amarjit Mann (Senior Building Control Surveyor)

Tel: 0113 247 7006

Below is a list of contact names and telephone numbers of each Surveyor with their given district:

**Business Development and Major Projects  
and South Team Manager**

Dave Pickles 0113 247 8104

**South Team**

**Senior Building Control Surveyors**

Dave Gee 0113 247 8101  
Peter Sutcliffe 0113 247 8419

**Building Control Surveyors**

Basil Parylo 0113 247 8119  
Jody Leeming 0113 247 7632  
Dave Tattersfield 07891 271 717  
Luke Allin 0113 247 8214  
John Rigby 0113 247 8110

**Building Control Team Manager**

Kevin Rigby 0113 247 8112

**North Team**

**Senior Building Control Surveyor**

Nigel Brown 0113 247 8098

**Building Control Surveyors**

Matthew Ritchie 0113 247 8100  
Ian Lawrence 0113 247 7012  
Graham Clough 0113 247 8111  
Andrew Bates 0113 247 7149  
Cari Houghton 0113 247 7010

**East Team**

**Senior Building Control Surveyor**

Tony Bryan 0113 247 8107

**Building Control Surveyors**

Tim Flint 0113 247 7150  
Paul Donlon 0113 247 8096  
Peter Crowther 0113 247 8094  
Giles Middlemiss 0113 247 8238  
Lee Armitage 0113 247 7151

**West Team**

**Senior Building Control Surveyor**

Amarjit Mann 0113 247 7006

**Building Control Surveyors**

Bob Farrar 0113 247 7786  
Keith Midgley 0113 247 8183  
Tim Howcroft 07891 271 735  
Rob Howe 0113 247 8113  
Pritpaul Matharu 0113 247 8114  
Michael Doherty 0113 395 0627

**Public Safety and  
Accessibility Manager**

Roger Oldfield 0113 247 8209

**Access**

Anup Sharma 0113 247 8215  
Rachel Smalley 0113 247 8102

**Dangerous Structures /  
Demolitions / Enforcement**

Trevor Hall 0113 247 8099  
Ruth Exley 0113 247 8062  
Mark Daley 0113 247 5993

**Administration**

Duty Officer: 0113 247 8106  
Fax: 0113 247 8230

**Full Plans Building Regulation Forms Amended**

The "Full Plans Building Regulation" application forms have been amended to take into account where to send the second fee for site inspections. On the back of the new form there is a small section where you can fill out the name and address of the applicant if the invoice should be sent to a 3rd party or an alternative address. This is to streamline the invoicing of the second fee for site inspections and to make sure the invoice is sent to the correct address. The amended forms can be downloaded from our web site [here](#).

## Building Control Customer Survey

We would like to thank everyone who has responded to our Building Control Customer Survey, which was posted out with every Decision Notice and Completion Certificate between 9th September 2009 and 9th November 2009. Once the survey results have been analysed, we shall produce the findings later in the new year.

Going through this process we can find out what are our strengths and, more importantly, our shortcomings. As a customer-focused service, we are always looking at ways to improve our service. We use customer questionnaires to gather feedback.

## Leeds Building Control “Partner Authority Scheme” (PAS)

Following the feature in our last bulletin, it has become apparent that many customers were unaware the Partner Authority Scheme is open to any Agent or Developer, large or small. In some circumstances customers were unaware such a scheme existed.

The Leeds Building Control Partner Authority Scheme (PAS), in association with Local Authority Building Control, is designed for customers to work in

partnership with Leeds Building Control as a single point of contact for all their pre-plans submission advice and Building Regulation approvals, irrespective of where the project or projects are being built.

No longer do you have to submit applications to individual Local Authorities but to one Authority of your choice.

*The advantages of becoming a 'partner':*

- Customers obtain consistent Building Regulation advice from one Local Authority – no matter where.
- Customers work with one Surveyor who is known and trusted and provides a single point of contact.
- No costs or contractual obligations are involved in registering with this scheme.

If you are interested in becoming a partner, please contact Basil Parylo (Tel: 0113 247 8119). He will answer any questions you may have and organise the necessary paperwork for the partnership; alternatively the application forms can be downloaded [here](#).

Remember, there are no costs or contractual obligations involved in registering with this scheme, so it is the best value for money way to achieve consistent Building Control advice and

Building Regulation approval on a national basis with a fast local site inspection service.

Once your application has been registered, you will receive a “Welcome Pack” and “Partner logo” from LABC confirming that you have become a Partner Company and the registration will be added to the PAS list which is published on the LABC Members’ web site.

The LABC web site can be viewed [here](#) detailing the Partner Authority Scheme.



## Staff Feature: Dangerous Structures and Building Demolition



*Ruth Exley and Trevor Hall*

Trevor Hall and his assistant Ruth Exley deal with dangerous structures, demolitions and Building Control enforcement matters within the Leeds district. They play a vital role in Building Control, which is rarely recognised and is a relatively unknown service that Leeds City Council provides.

The dangerous structures service is available 24/7, 365 days of the year where somebody will respond to your telephone call concerning dangerous structures. We can deal with small potentially dangerous structures, such as a leaning boundary wall, to major incidents

following severe weather, a gas explosion or car impact collisions within the Leeds boundary.

During office hours Trevor regularly attends dangerous structures reported by members of the public to assess the situation and, if necessary, instruct any further action to be taken, including the serving of legal notices under the Building act 1984. These include:-

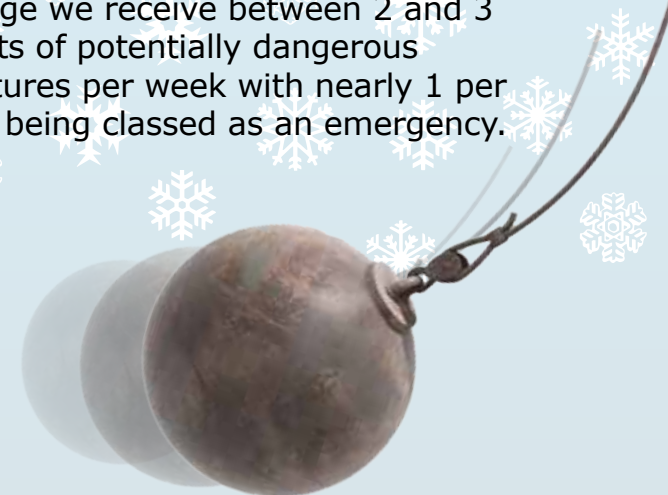
**Section 77** if the structure is considered potentially dangerous but not immediately dangerous. The owner of the building or structure will be contacted and asked to arrange for removal of it or for repairs to be carried out.

**Section 78** if the structure is considered to be imminently dangerous and requires immediate action to be taken to remove the danger. We will try to contact the owners of the building or structure, if reasonably practicable to do so, to require their urgent action in removing the danger or arrange for the danger to be removed as a last resort.

**Section 79** if the building is considered to be in a dilapidated state of repair. Over the period between June 2008 and June 2009 Building Control dealt with the following incidents:

- Overall there were 132 potentially Dangerous Structures of which 64 were emergencies and 49 of these required immediate action to remove the danger by the Council.
- 28 sites were not immediately dangerous and action was taken under Section 77.
- In the same period we dealt with 7 ruinous and dilapidated or untidy land sites under Section 79 and in some cases also Section 215 Town and Country Planning Act.

To put these figures in context, on average we receive between 2 and 3 reports of potentially dangerous structures per week with nearly 1 per week being classed as an emergency.





**Figure 1.** This is the site of a gas explosion in a terraced property in Middleton. The explosion occurred at around 4 pm on a Friday afternoon and miraculously there were no serious injuries despite the house being located on a busy main road. The explosion was caused by leaking gas and was triggered by the occupant of the house lighting the cooker. The occupant was treated in hospital for minor injuries but made a full recovery. The house at the centre of the explosion, along with the property next door, required demolition.



**Figure 2.** This is another gas explosion that occurred at the Florence Nightingale Pub opposite St James's Hospital. The pub had been vacant for several months and the explosion is thought to have occurred due to someone attempting to steal the cooker. Building Control worked closely with the Emergency Services to carry out controlled demolition and allow the Fire and Rescue Team and SOCO access to assess the site.

**FACT:** You may be surprised to learn that we do not receive any public / government funding for providing this service, or that there is no other public or private agency available to provide this service. Local Authority Building Control is the only body that have the legal powers to deal with these matters. We are one of the few Local Authorities

in the country that has a dedicated team which operates a formal policy for dealing with potential dangerous structures; as such we are often called upon to advice other Authorities on creating such a unit.

If you wish to report a potentially dangerous structure, please use the following contacts:

- Office hours telephone (0113) 247 8106 or 247 8099.
- email - [building.control@leeds.gov.uk](mailto:building.control@leeds.gov.uk)
- Out of office hours telephone (0113) 376 0499.

For more information about dangerous buildings visit our web site [here](#).

Trevor and his colleague also coordinate Demolition Notices which are submitted under Section 80 of the Building Act 1984 if the building is over 49.56 cubic meters.

This section of the Act contains provisions that allow the Local Authority to control the method of demolition in order to protect the public and ensure adjoining premises and the site are left safe and tidy on completion of the demolition.

Once a Section 80 notice has been received, the site will be visited to determine the conditions necessary for a safe demolition of the structure and any remedial works necessary on completion of the demolition. These conditions will be issued in the form of a "Counter Notice" (Section 81) which will be served on the person carrying out the demolition.

This service can only be carried out by a Local Authority and at present is free. A Section 80 notice can be downloaded [here](#).



## Leeds City Council Awards for Excellence 2009

A ceremony was held in celebration of the achievement of all those who have gone the

extra mile working for Leeds City Council and its customers. We are pleased to announce that Christine Kelsall in administration at Building Control won the category for Personal Achievement after beating 17 other nominees.

This category was presented to the individual who has shown outstanding commitment to succeeding and achieving goals against all the odds, which Christine deservedly won.



Christine with Paul Rogerson

## Staff News: Structural Engineers

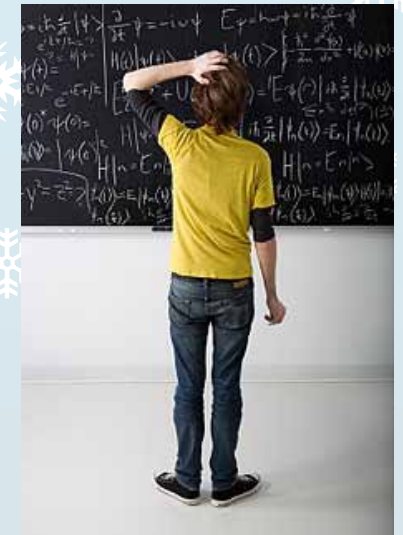
We are pleased to announce improvements to our structural calculation checking service. Previously structural calculations which form part of a Building Regulation application

were sent across the City to Adams Court where our consultant engineers are based. From Monday 4th January 2010 this service will be provided at our Offices in Leonardo Building.

This process often takes longer than expected; therefore, it was decided to bring our structural consultants into our office. This will greatly improve the service and should result in a faster turn round of Building Regulation applications where structural elements are involved that require approval.

The structural engineers will also assist and support our Building Control surveyors with any site problems they may encounter from time to time. They will also support our dangerous structure team where their expert knowledge will provide the emergency services with a greater detailed assessment of the situation if required.

Additional support will also be provided with regard to our demolition procedures and our involvement in public safety at major events.



## LABC New Home Warranty



One of the complaints we receive about new and refurbished dwellings is the

complication and confusion of having Building Control and a separate private warranty provider. To resolve this problem and make life easier for our customers and provide consistency, LABC, who are partnered with us and all other Local Authorities, have created three Home Warranty schemes: New Home Warranty, Social Housing Warranty and Self Build Warranty, which, together with other services, can provide you with the complete package. The areas covered include:-


- Structural Warranty
- Code for Sustainable Homes Assessments
- EPC, PEA and accredited SAP Assessments
- SBEM Assessments
- Acoustic Testing
- Air Pressure Testing
- Home Information Packs
- Free technical advice and support on technical and environmental issues.

The advantages of providing these services as a complete package allow LABC NHW to work closely with Leeds

Building Control and follow the same technical standards.

For more details about the LABC NHW contact them by:

Web: [www.labcnhw.co.uk](http://www.labcnhw.co.uk)  
Email: [info@labcnhw.co.uk](mailto:info@labcnhw.co.uk)  
Tel: 0845 054 0505



### Building Regulation Update

#### Review Approved Document G – Hygiene:


This document has now been delayed until 2010 and the draft version of the document can still be downloaded [here](#).

In December 2006, Communities and Local Government and Defra published a joint consultation document setting out proposals to regulate for minimum standards of water efficiency in new buildings.

The main proposals were to introduce a whole building performance standard for new homes for water

consumption of between 120 and 135 litres per head per day, and equivalent standards for domestic water use in the workplace. An alternative was offered as component based standards for key fittings such as taps, toilets and showers.

CLG and Defra have now published on both their web sites a full report of the responses received to the consultation and can be accessed [here](#).



### Review Approved Document J - Combustion Appliances and Fuel Storage systems:

This consultation relates to proposed changes to the Approved Document for Part J (Combustion appliances and fuel storage systems) of the Building Regulations that are planned to come into force in 2010.

The main points to be considered in the consultation relate to:

- Air supply for combustion in airtight homes
- Better guidance on bio-fuel technology



- Whether carbon monoxide alarms should be mandatory for use with solid fuel appliances
- Concealed flues, plumbing (discharge) from condensing boilers and bunding (secondary containment) of domestic oil tanks.

The consultation closed on 26 November 2009 the full details can be accessed [here](#).



### Review Approved Document L and Part F:

This consultation sets out the proposed changes to

Part L (Conservation of Fuel and Power) and Part F (Means of Ventilation) of the Building Regulations that are planned to come into force in 2010. The consultation closed on the 17 September 2009.

The Government set out in its "Building a Greener Future - Policy Statement" (July 2007) that new homes will be net zero carbon from 2016. As steps towards

achieving this target, energy efficiency standards for new homes are to be improved by 25% in 2010 and 44% in 2013 relative to current 2006 standards.

The Government also wants to introduce improved energy efficiency standards for new non-domestic buildings, and in its 2008 Budget announced an ambition for all new non-domestic development to be net zero carbon from 2019. Therefore, there are proposals for similar phased improvement beginning with 25% in 2010 and plan to consult on the further course towards zero carbon new non-domestic buildings later next year.

Government is also committed to addressing the energy efficiency of existing buildings and the consultation therefore proposes appropriate changes to the requirements when people elect to carry out building work to existing buildings.

When the proposed energy efficiency standards in Part L are strengthened in 2010 there is likely to be a tendency to more airtight buildings. It is therefore necessary to propose changes to Part F of the Building Regulations at the same time to ensure adequate means of ventilation are provided.

The full consultation document can be downloaded [here](#).



## The Future of Building Control

The Communities and Local Government published *Future of Building Control: Implementation Plan* on 1 September 2009. This plan aims to improve the Building Control system and compliance with the Building Regulations and was developed after extensive consultation within the construction industry.

The plan will address concerns raised to improve the existing system including risk based site inspections, allowing Building Control to concentrate their Surveyors on problem developments and at the same time modernising inspections and enforcement. It also aims to provide clearer guidance in the Approved Documents.

The plan will also look at the Periodic Review of Building Regulations. This will hopefully streamline the Building Regulations revisions, and will make it easier for the construction industry to be prepared for change.

### Roles and Responsibilities

This sets out the roles and responsibilities of the Building Control Service and raising awareness of the

purpose of the Building Regulations to customers.



### **A better understanding of compliance levels**

The aim is to show more clearly that the Building Control service is responsible for the delivery of

safe, healthy, accessible and sustainable buildings, rather than just ensuring that building work complies with Building Regulations.

In addition, it explains what is meant by 'quality', the importance of training, and the ways in which building regulations and building control benefit the wider public.

A new procedural handbook explaining the procedures set up by the Building Act 1984 which is expected to be published in 2012.

### **The Periodic Review**

A new and regular systematic way of reviewing the Building Regulations is to be introduced, known as the periodic review process. This will provide time scales of planned changes which should result in less frequent revisions and forewarn the construction industry of any changes they need to adapt.

The Approved Documents will now be reviewed in three-yearly cycles, with revisions in 2010, 2013, 2016 and onwards unless it is unavoidable. As part of the periodic review, a 'two-cycle' rule is being introduced. This means that no part will normally be revised more frequently than once every two cycles, or six years. This should provide more regulatory stability and further reduce the overall amount of change. There are currently only two planned exceptions: Part L (Conservation of fuel and power) and Part F (Ventilation); there is already a commitment to revise both these Parts in 2010, 2013 and 2016, as part of the move towards zero-carbon homes.

### **Project guides**

New project guides to improve the guidance provided to aid compliance will be introduced for smaller projects such as loft conversions and domestic extension.

These guides should help builders understand what is required, and will support Building Control in their job. The guides should complement Approved Documents, and Building Control would be able to accept them as one way



of showing compliance with the Building Regulations.

### **Approved Documents**

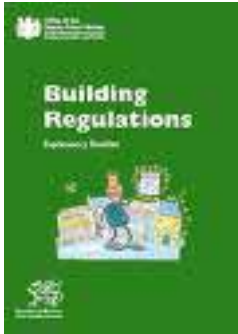
There is no planned change in the use of the Approved Documents; however the style should be made more consistent. A style of presenting the Approved Documents will be developed by 2010 which will include the use of standard English to improved clarity. This will ensure readers will be able to follow the guidance in the Approved Documents without needing to consult other documents.

### **Other Improvements**

Additional improvements will be made in other areas affecting building control include risk assessment process for site inspections and enforcement. The current statutory notification stages will also be replaced with service plans.

An in-depth review of the building notice system is to be undertaken, to improve the efficiency of the system. It's proposed that full plans will be required rather than building notices on a range of domestic project types, such as new housing, extensions and conversions. This will improve consumer protection, free up local authority resources by reducing the need for inspections and on-site design, and ultimately improve compliance.

The full publication is only available online and can be downloaded [here](#).



## Building Regulations Explanatory booklet

The "Building Regulations Explanatory booklet" is currently out of print until further notice; however you still can download this booklet in a PDF format from our web site [here](#).



As an alternative we would suggest downloading "Building work, replacements and repairs to your home" which is a useful guide for some of the minor alterations question we encounter in domestic buildings. Link [here](#).

For more detailed information whether Planning or Building Regulation permission is required can be view on the planning portal web site [here](#).

This is an excellent web site that has a fully interactive house illustration with clear and concise information as to which permissions are required.



## Free ABE events

With a view to improving the service that we offer to our customers, we

are pleased to announce that under a new arrangement with the "Association of Building Engineers", we can now offer places to free events that the ABE are holding in the area. The first event is an evening seminar at Pudsey Civic Hall, Dawson's Corner, Pudsey LS28 5TA on Thursday 11th March 2010. The subject is to cover waterproof membranes and ancillary products, together with face changing materials that alter the thermal mass of buildings. This seminar is open to non members. Pudsey Civic Hall

The presentation is by Paul Durham of Delta Membranes.

A buffet is provided at 6.30 pm with the seminar from 7pm - 9pm.

Please email [basil.parylo@leeds.gov.uk](mailto:basil.parylo@leeds.gov.uk) by Friday 26 February 2010 if you wish to attend.

We look forward to seeing you on the night.



## Street Design Guide - Supplementary Planning Document

Whilst this is not a Building Regulation issue, we thought it was equally important to our

customers to mention the council has now approved the new design guide which is to assist housing developers in designing new streets for residential areas.

This new guide emphasizes on place making rather than providing a road that caters just for the movement of vehicles.

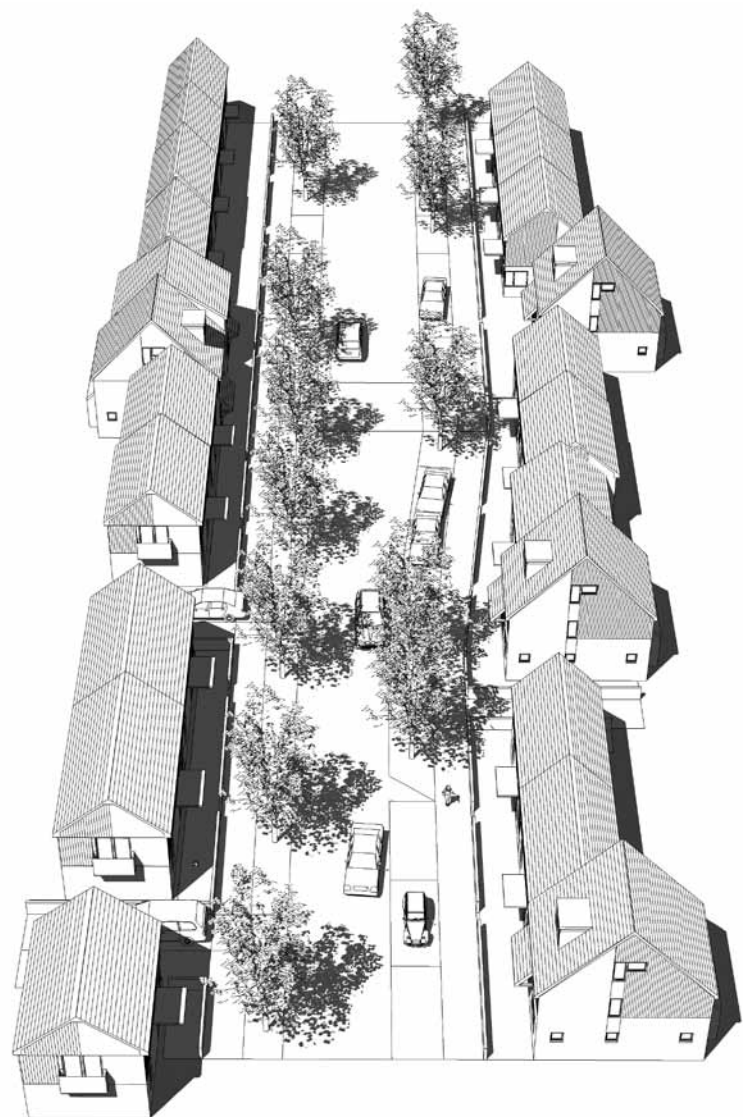
The guide encourages the designer to be innovative and allows flexibility in the provision of streets that serve the community, rather than providing a road that caters just for the movement of vehicles. It is intended that:

- The majority of new residential streets will have a maximum speed limit of 20 mph
- That developments have better pedestrian and cycle links; and
- The resulting residential area serves the community before the car.

Whilst the wording will remain the same, the document is to be re-formatted before formal publication.

This Draft 2 document, which has been through formal public consultation is therefore to be used in the interim period and can be accessed [here](#).

*Images from Street Design Guide – Supplementary Planning Document*



## Updates

If you enjoyed this edition of "Building Control E-Bulletin" and would like to make any comments or have any concerns, please contact Basil Parylo on Tel: 0113 247 8119 or by Email: [basil.parylo@leeds.gov.uk](mailto:basil.parylo@leeds.gov.uk).