



Regularisation Certificate Application (England) Notes and Checklist.

Is a Regularisation Certificate Application suitable?

Question 1.

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

Yes / No.

Question 2.

Is the building work etc., in relation to higher-risk building work? If yes, a regularisation certificate application given to the local authority is not appropriate in these circumstances.

Yes / No.

A Regularisation Certificate Application cannot be granted by the local authority.

[Further guidance on the regulations which do not apply to higher-risk building work.](#)

[Apply to the Building Safety Regulator for higher-risk buildings on GOV.UK website.](#)

[The Building Regulations 2010, part 3, regulation 12 article 6a.](#)

Question 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?

Yes / No.

If yes [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 Regularisation Certificate Application is not appropriate.

[The Building Regulations 2010, part 3, regulation 12 article 7.](#)

Informative note in relation to questions one to three.

If the response to all the questions above is 'no' then an application for a Regularisation Certificate Application is appropriate for the work.

Where the response is 'yes' for question 2, an application should be made to the Building Safety Regulator.

Where the response is 'yes' to any other question, the application for a regularisation certificate is not appropriate.

[Apply to the Building Safety Regulator for higher-risk buildings on GOV.UK website.](#)

What to provide when Applying to Walsall Council Building Control for approval of a Regularisation Certificate Application.

A Regularisation Certificate Application must be accompanied by:

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

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.

You can request and submit a Regularisation application from Walsall Council Building Control by contacting buildingcontrol@walsall.gov.uk or 01922 652600. [Applications can also be downloaded from our website.](#)

Alternatively, you can apply through the Planning Portal website (**additional charges payable to the Planning Portal may apply**).

[The Building Regulations 2010, part 3, regulation 16\(1\)](#)

[The Building Regulations 2010, part 3, regulation 18.](#)

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.