

We're here to help

Our team of Building Control surveyors makes sure that any new building work in the District meets the standards set out in national building regulations.

Once the building work meets all the relevant standards, your council surveyor will issue you with a completion certificate. This means that the building is safe to use.

Here are some useful points to help you with your building project:

- Most extensions or alterations will need building regulation approval. You may also need planning permission for some extensions. If the building is listed, or it is in a Conservation Area, you may need to meet other permissions.
- We advise you to use a qualified architect, surveyor or engineer to design your project. The designer can submit a building regulation application on your behalf.
- There are two ways to make a building regulation application - the building notice route and the full plans route. See www.bromsgrove.gov.uk/buildingcontrol
- When the work starts, your council surveyor will call to check on the work as it progresses.
- Either you or the builder must let us know when key areas of work are ready for inspection. These include when you start work, drainage, foundations, damp-proofing, steelwork, roof construction and completion.

Finding a good builder

For independent advice about finding a builder, contact:

The Federation of Master Builders on 0121 421 2241 or visit www.fmb.org.uk/find-a-builder
For more information

Please contact
North Worcestershire Building Control
The Council House
Burcot Lane
Bromsgrove
Worcestershire B60 1AA.

Telephone: **01527 881402**
Fax: **01527 881344**
e-mail: b.control@bromsgrove.gov.uk
Website: www.bromsgrove.gov.uk



"Need help with English?" Contact Worcestershire HUB, Bromsgrove 01527 881288

"Potrzebujesz pomocy z angielskim?" Skontaktuj się z Worcestershire HUB, Bromsgrove, tel.: 01527 881288

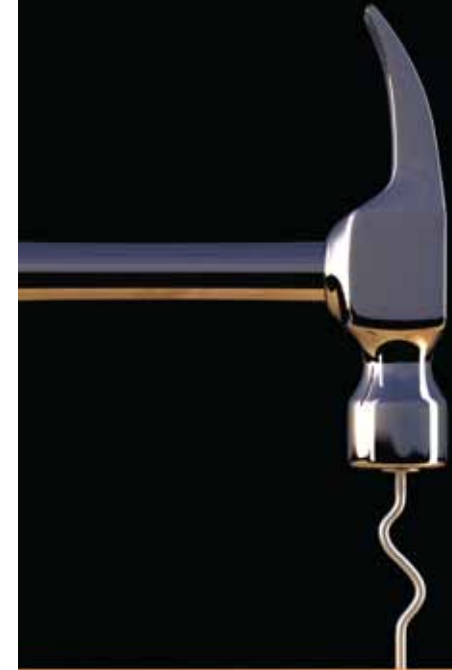
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Nail the Rogues!



A helpful guide to **avoiding rogue builders** and making your building project a success

Did you know?

Each year, UK homeowners waste £1.5 billion on bad building jobs, registering 111,000 complaints against rogue builders.

Beware of Rogue Builders

If you need to have some building work done, you will also need to think carefully about choosing a builder.

We've all heard about the damage and upset that rogue builders can cause - so it's very important to choose a quality builder.

Exhibit A



- There should be no gaps between these roof beams
- This floor could have collapsed
- This shoddy workmanship, landed the builder a £1,000 fine.

Nail the Rogues!

Handy hints and tips

- ✓ **DO** use a qualified architect, surveyor or engineer to draw up the plans for your project. Spend some time on getting these right - it will help to avoid the need for costly charges later on.
- ✓ **DO** send your plans to us as early as possible, so we can check and approve them before building work starts.
- ✓ **DO** check to see if the work you want to do is covered by the Party Wall Act (put simply, this is any work that might affect an existing shared wall or structure or a wall on a boundary between two properties). If it is, you need to serve a Party Wall Act notice on your neighbours several weeks before work starts.
- ✓ **DO** get at least three quotes for the building work.
- ✓ **DO** use a reputable builder. Check that they belong to a recognised trade association.
- ✓ **DO** get the full name, address and phone number of your builder and check that these are correct. Be suspicious of any builder who cannot supply business paperwork, only has a mobile phone number and only deals in cash.
- ✓ **DO** use a written contract. Cheap and simple contract forms suitable for smaller building projects are widely available, but if you have difficulty finding one, call us and we can advise you where to obtain one.
- ✓ **DO** make sure that you or your builder contacts us to carry out the required site inspections.
- ✓ **DO** use an insurance-backed warranty for your building work. Even the best builders can hit problems and the warranty will pay out to put work right if something goes wrong.

Nail the Rogues!

- ✗ **DON'T** deal in cash, if you must, get a signed receipt.
- ✗ **DON'T** pay out too much money before work starts. Pay for work in stages, for example once the foundations are complete or brickwork is built up to the first floor.
- ✗ **DON'T** alter the approved plans without checking with Building Control and Planning first. Go through the details of the alterations with your builder and agree any extra time and costs involved.
- ✗ **DON'T** take it for granted if your builder says that certain work doesn't need council approval. Always check with the council first.

Your council building surveyor should be contacted to carry out the final site inspection before the builder leaves the site. We suggest you keep back a small percentage of your builder's fee until you are happy with the work and have received your completion certificate.

Exhibit B



- Inadequate foundations
- Severe settlement and cracking
- This extension had to be demolished