LONDON BUILDING CONTROL

13 Woodstock Street,
London W1C 2AG
T:(General) 0845 630 2112
(London) 0207 099 3636
Email: info@londonbuildingcontrol.co.uk
Web: www.londonbuildingcontrol.co.uk
Our Ref : **26/140701/MYFFN/SA**
Date : 30-01-2026

Mr Asim Erturk
5 Great James Street
London
WC1N 3DB

Dear Sir/Madam,

THE BUILDING ACT 1984
THE BUILDING REGULATIONS 2010
The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

Proposal: Erection of a two-storey side addition providing two flats with associated site alterations (flats 53J & 53K).
Address: 53a Warminster Road, London, SE25 4DQ
Surveyor: Suleman Adam - Class 2 A-F, 07776683940 Suleman@londonbuildingcontrol.co.uk

Thank you for appointing us as your Building Control Body for the above project.

Our Initial Notice has now been served on the Local Authority. Works are able to commence 5 working days after the council receives it. We advise that you wait until this time has elapsed. **If works commence before this time, our Initial Notice may be rejected, and your project would automatically revert to Local Authority Building Control.**

We have also contacted the Local Sewerage Undertaker to check if there are public sewers within the vicinity. Please note that it is your responsibility to arrange any build-over agreements with these authorities as necessary.

For all site inspections and technical enquiries, please contact your allocated surveyor, as noted above, (for inspections this should be requested before 2pm the previous working day). Please contact your area office for all other general enquiries. Should the Local Authority Building Control contact you, please refer them back to us. **Please ensure that you have supplied us with the required plans, details and calculations, as necessary, so that we can carry out a plan check; until these details are approved work continues at your own risk.**

We are required to issue our final certificate within 4 weeks of occupation. So if you require an extension of this time, please contact us or works may revert to Local Authority Building Control.

Further details of our Registered Building Control approval service can be found on our website. Thank you for using our services. We appreciate you choosing us for this service and look forward to working with you.

Yours faithfully,

William Day
Senior Administrative Assistant, Tech CABE
For and on behalf of **London Building Control Ltd**
Registered Building Control Approver

Offsetting our Carbon Footprint - for every building control application we receive we have arranged through Ecologi for a tree to be planted to help offset our carbon footprint!

NOTIFICATION REQUIRED FOR WORKS

Regulation 16B. The person carrying out the work shall give notice at least two working days before the day on which building works starts, and not more than five working days after the day on which the work is to be regarded as commenced.

Work is to be regarded as 'commenced' when the sub-surface structure of the foundations, basement levels (if any) and the structure of ground floor level is completed OR the client considers work amounts to 15% of the total proposed work.

We are required to inspect the building works at relevant stages to ensure compliance with the building regulations. Your surveyor will discuss when they want to inspect the works. Below is a list of the standard inspection stages where we will require your notification:

- Commencement of work (not at preparation stage, but when structural work, foundations or alterations to fire safety/acoustics/thermal envelope begin)
- Foundations/Pads excavations (if part of works)
- DPC / DPM (if part of works)
- Underground drainage (and testing)
- Structure (including any beams and columns)
- Insulation
- Final Inspection (including fire safety checks)
- Occupation of the building (or part where works were carried out)

Note: Any photo evidence of corrections/alterations sent remotely to us for review are required to be geotagged with the date/time marked.

Please contact your allocated surveyor to request a site inspection before 2pm on the previous working day. If you are not the Builder or Agent, please refer these details to the person responsible for requesting your site inspections.

CERTIFICATION REQUIRED PRIOR TO COMPLETION
Indicative not exhaustive

Please provide the following certificates so that we are able to complete the project:

- Electrical certification for any lifts, emergency lighting and alarms
- Commissioning certificate as applicable (fire curtains/sprinklers/AOVs)
- Regulation 38, fire safety information, provided to end user and confirmed to LBC (form attached)

in addition, for Flats:

- Design SAP10 calculations prior to commencement of work.
- Thermal bridging details together with photographic evidence during construction.
- As built SAP 10 calculations and EPC.
- Water efficiency calculations
- Acoustic tests (if attached)
- Air permeability test
- Land Contamination Assessment, as necessary
- Regulation 39 air flow rate tests for mechanical ventilation
- Part Q certification
- Part R connectivity
- Regulation 44 Part S commissioning (where required)
- Regulation 38 for common parts (where required)
- Sprinkler system commissioning (where required). Please note, flats with a top storey more than 11m above ground level should be fitted with a sprinkler system throughout the building.

For all Building Work: A Compliance Declaration under Section 2A of The Building Regulations 2010 (as amended) to include statements from the Principal Designer and Contractor.

Note : 'Competent Persons' self-certifiers such as FENSA should provide you with their own certificates. Regulation 39 also requires the person carrying out the work to provide information to the building owner regarding mechanical ventilation within 5 days of completion and Regulation 40 requires the person carrying out the work to provide information regarding the fixed building services and maintenance to the building owner within 5 days of completion.

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Regulation 38 – Fire Safety Information Declaration

Regulation 38 of the Building Regulations 2010 (as amended) ensures that the person responsible for the building has sufficient information relating to fire safety to enable them to manage the building effectively.

It is the duty of the person carrying out the work to give fire safety information to the responsible person no later than:
a) where the building, proposed building or extension to which the building work relates is not occupied during the building work, the date of completion of the work or the date of occupation of the building or the extension, which is the earlier;
b) in any other case, the date of completion of the work.

The responsible person must give the person carrying out the work a notice acknowledging receipt of the fire safety information and confirming the information provided is sufficient to enable them to understand, operate and maintain the building (and the fire safety systems in it) after the building work in question has been completed.

Fire Safety Information
The information required to be provided to the relevant dutyholder (responsible person or accountable person) will vary depending on the nature of the project. Further guidance on the type of information to be provided can be found in Section 17 of Approved Document B Volume 1 and Section 19 of Approved Document B Volume 2. See the following link: Fire Safety Information Guidance

PRINCIPAL CONRACTOR

Name *(please print)* .....

Address .....

Tel No. .....

Email .....

Declaration
I declare that in accordance with Regulation 38 of the Building Regulations 2010 (as amended) all the information shown in the guidance above is fully understood. Care has been taken to prepare accurate information which has been passed onto the responsible person to allow them to manage the building effectively. We have also received a notice from the responsible person acknowledging receipt of the fire safety information and confirming the information provided is sufficient to enable them to understand, operate and maintain the building (including the fire safety systems in it).

Signed ..... Date .....

RESPONSIBLE PERSON

Name *(please print)* .....

Address .....

Tel No. .....

Email .....

Declaration
I declare that in accordance with Regulation 38 of the Building Regulations 2010 (as amended) all the information shown in the guidance above is fully understood. I acknowledge receipt of the fire safety information from the Principal Contractor and confirm this is sufficient for me to understand the fire safety provisions in the building. Furthermore, I have provided a notice to the provider of this information to confirm this to be the case.

Signed ..... Date .....

Please note, both sections above must be completed for all projects where Regulation 38 is applicable.

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DUTY HOLDERS COMPLIANCE STATEMENTS

Part 2A of The Building Regulations 2010 (as amended) by The Building Regulations etc. (Amendment (England) Regulations 2023

Our Ref: **26/140701/MYFFN/SA**
Site Address: **53a Warminster Road, London, SE25 4DQ**

Upon completion of the work, we require the following information:

Client / Domestic Client *(delete as appropriate)*

Name	Mr Asim Erturk
Address	5 Great James Street London WC1N 3DB
Tel No	07501 026 662
Email	asim@londonist.co.uk

Principal Designer

Name	Bourne Architects
Address	6A Godson Street London N1 9GZ
Tel No	03334 440 424
Email	info@bourne-architects.co.uk

Date of Appointment ……

Principal Contractor

Name	Bourne Management & Building Ltd
Address	6A Godson Street London N1 9GZ
Tel No	03334 440 424
Email	office@bourne-management.co.uk

Date of Appointment ……

Statements

Client
To the best of my knowledge, the work is complete and complies with the requirements of the Building Regulations.

Signed …… Date ……

Principal Designer
As the Principal Designer (or sole or lead designer), I can confirm I have fulfilled my duties as a principal designer under Part 2A (dutyholders and competence) of the Principal Regulations.

Signed …… Date ……

Principal Contractor
As the Principal Contractor (or sole contractor), I can confirm I have fulfilled my duties under Part 2A (dutyholders and competence) of the Principal Regulations.

Signed …… Date ……

If the Client has nominated themselves as the PD & PC, they can sign and issue all three statements.
Note: We are unable to issue our final certificate without receiving these signed declarations.