

Section 47 of the Building Act 1984 ("The Act")  
The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

**INITIAL NOTICE - APPLICATION FORM**

ContactsCompanyName  
ContactsPrintAddress  
TodaysDate

Our Reference: ProjectNumber

Dear Building Control,

**Location:** SiteAddressCommas

**Description of works:** Proposal

Please find enclosed a completed Initial Notice Application together with a 1:1250 site plan (where applicable).

The person intending to carry out the work (Client) has given permission for **Mullee Associates Limited** to undertake Building Control as covered by the Initial Notice.

Where required permission has been sort to this notice being signed by **Mullee Associates Limited** on behalf of the person intending to carry out the work (Client).

Should you have any queries or require further information then please do not hesitate to contact us.

In the meantime, we look forward to receiving your acceptance of the Initial Notice.

Yours faithfully,



Pauline Mullee BSc (Hons) C.Build E MCABE IEng  
Registered Building Inspector  
Class 2/4 Technical Manager  
**Director - Mullee Associates Limited**  
**Registered Building Control Approver**

Section 47 of the Building Act 1984  
The Building (Registered Building Control Approvers etc.) (England) Regulations 2024  
**INITIAL NOTICE**

**Our Reference: ProjectNumber**

To **ContactsFullName**  
**ContactsPrintAddress**

1. This notice relates to the following work: **Proposal at:** SiteAddressCommas  
**Use of Building:** BuildingType
2. The registered building control approver in relation to the work is: **Mullee Associates Limited The Brentano Suite, First Floor, Lyttelton House, 2 Lyttelton Road London N2 0EF**
3. The person intending to carry out the work is: ClientTitle ClientFullName  
ClientPrintAddress  
ClientBusinessPhone  
ClientEmailAddress  
  
The Principal Contractor is: PCDynamicName  
PCPrintAddress  
PCBusinessPhone  
PCMobileNumber  
PCEmailAddress
4. The work **ConcernsNewDwelling** concern a new dwelling.
5. With this notice are the following documents, which are those relevant to the work described in this notice -
  - a) In the case of the erection or extension of a building, a plan to a scale of not less than 1:1250 showing the boundaries and location of the site and (where the work includes the construction of a new drain or private sewer) a statement -
    - (i) as to the appropriate location of any proposed connection **SewerageType** to be made to a sewer, or
    - (ii) if no connection is to be made to a sewer, as to the **DrainageType** proposals for the discharge of the proposed drain or private sewer including the location of any septic tank and associated secondary treatment system, or any wastewater treatment system or any cesspool;
  - b) In the case of a new dwelling -
    - (i) a statement whether or not one or more, and if so which, of the following optional requirements applies to the building work -
      - (aa) regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010, regulation 36(2)(b) (optional water efficiency requirement of 110 litres per person per day) of the Building Regulations 2010  
**Regulation362bRequired apply to this work**
      - (bb) requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010, requirement M4(2) (category 2 - accessible and adaptable dwellings) of Schedule 1 to the Building Regulations 2010  
**Schedule1PartM42Required apply to this work**

(cc) requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010, or requirement M4(3) (category 3 - wheelchair user dwellings) of Schedule 1 to the Building Regulations 2010 **Schedule1PartM43Required apply to this work**

(ii) a statement that planning permission has not yet been granted for the work, and that the information required by paragraph (i) will be supplied as soon as is reasonably practicable after that permission is granted; **PlanningPermissionStatement**

c) a statement of any local enactment relevant to the work, of the steps to be taken to comply with it. EnactmentType

d) in the case of the erection of a dwelling, or a building that is to contain one or more dwellings -

i) a statement giving details of any public electronic communications network in relation to which a connection is to be provided, PECNetworkStatement

ii) if an exemption in regulation 44ZB of the Building Regulations 2010 is proposed to be relied on, a statement giving details in support of the exemption, RFourtyFourZBStatement

iii) if regulation 44ZC of the Building Regulations 2010 is proposed to be relied on, a statement giving details of the matters mentioned in regulation 44ZC(6)(a) and (b) of those Regulations and, if paragraph RA1(1)(c)(i) or (ii) of Schedule 1 to those Regulations is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by regulation 44C of those Regulations) is likely to be installed, in a location relevant for the purposes of paragraph RA1(1)(c) of that Schedule, within the period of two years beginning with the day on which the notice is given. RFourtyFourZCStatement

e) a statement setting out -

i) the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with regulation 16 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024; and EstimatedProjectStartDate

ii) where the work does not consist of work to which paragraph (2) or (3) of regulation 16 of those Regulations applies, details of the work which the client considers amounts to 15% of the proposed work. ClientCommencementStatement

6. **Mullee Associates Limited** hereby declares it does not, and will not while this notice is in force, have any professional or financial interest in the work described.

7. The registered building control approver **FireConsultationRequired** be obliged to consult the fire and rescue authority by regulation 9 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

8. **Mullee Associates Limited** RBCAINClause7

9. The registered building control approver **WaterConsultationRequired** be obliged to consult the sewerage

undertaker by regulation 10 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024.

10. **Mullee Associates Limited** RBCAINClause8

11. **Mullee Associates Limited** hereby confirms

- (a) it is a registered building control approver for the purposes of Part 2 of the Building Act 1984 and that the work described in this notice is within the scope of its registration;
- (b) it is aware of the obligations imposed on it by Part 2 of the Building Act 1984 and by regulation 4 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024;
- (c) HRBStatementNoticeCerts
- (d) the building to which the work relates FSOBuilding an FSO building;
- (e) ~~It has obtained advise from (15), a registered building control inspector, before submitting this notice~~  
(16) **N/A**



Pauline Mullee



Pauline Mullee

for and on behalf of  
Mullee Associates Limited  
Registered Building Control Approver

**TodaysDate**

for and on behalf of **ClientFullName**  
Person intending to carry out the work

**TodaysDate**