

VENTILATION FACT SHEET



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THE POWER TO GET UP-TO-SPEED WITH VENTILATION WORK

Building regulations

All fixed mechanical ventilation systems, where they can be tested and adjusted, shall be commissioned and a commissioning notice given to the Building Control Body (BCB).

For mechanical ventilation systems installed in new dwellings, air flow rates shall be measured on site and a notice given to the Building Control Body (BCB). This shall apply to intermittently-used extract fans and cooker hoods, as well as continuously running systems.

The owner shall be given sufficient information about the ventilation system and its maintenance requirements so that the ventilation system can be operated to provide adequate air flow.

Notification of work covered by the ventilation requirements

In most cases, where it is proposed to carry out notifiable ventilation work on a building, it will be necessary to notify the work to a BCB in advance. This notification would usually be by way of a full plans application or a building notice given to a local authority or an initial notice given jointly with the approved inspector. However, there are three circumstances where such work need not be notified to a BCB in advance:

Minor works

Where the work is of a minor nature as described in the schedule of non-notifiable work (Schedule 4 to the Building Regulations), the work must still comply with the relevant requirements but need not be notified to the BCB. In relation to mechanical ventilation and air-conditioning systems such work includes:

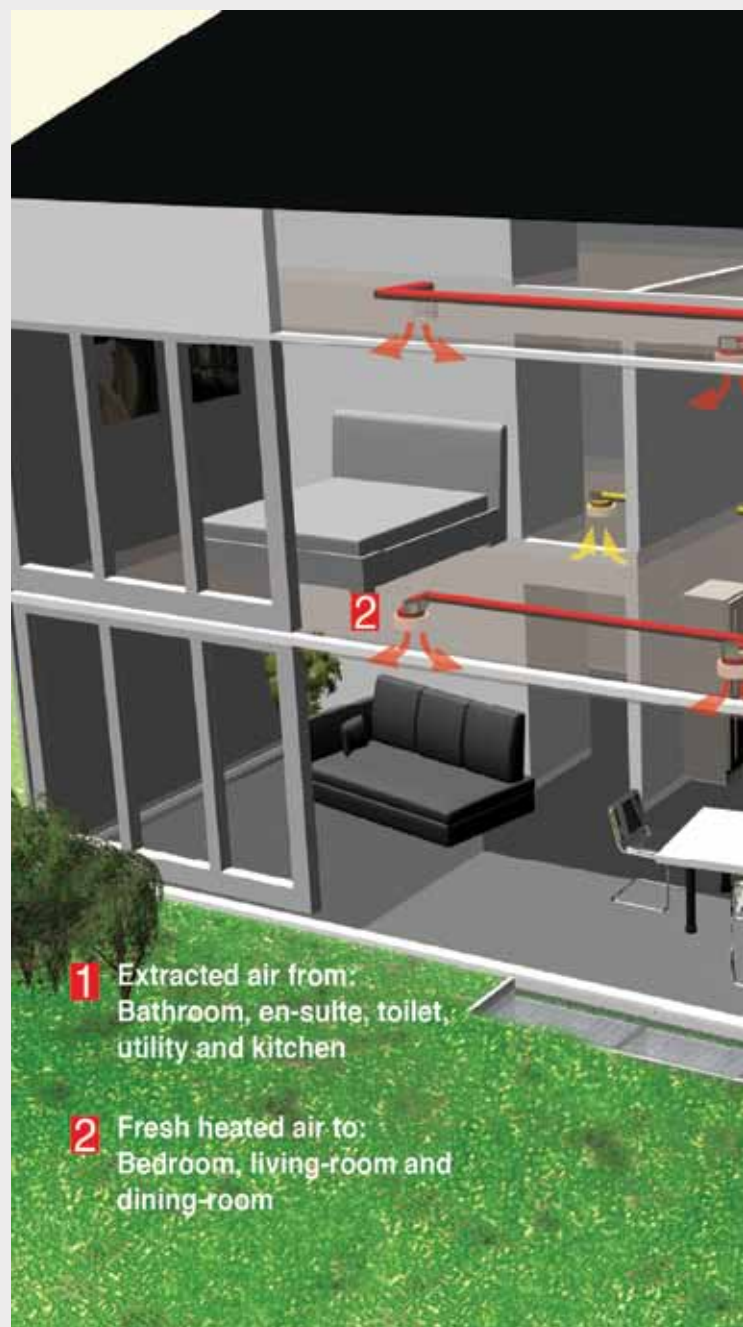
- Replacement of parts, or the addition of an output or control device where testing and adjusting is not possible or would not affect the system's energy efficiency;
- Provision of a self-contained mechanical ventilation or air-conditioning appliance provided that any electrical work is exempt from a requirement to give advance notice to a BCB, and testing and adjustment is not possible or would not affect its energy efficiency, and the appliance is not installed in a room containing an open-flued combustion appliance. Examples might be a cooker hood, a bathroom extract fan or a room air-conditioning unit, which cannot be adjusted from their factory settings.

Refurbishing a kitchen or bathroom in an existing dwelling

If any of the work being carried out in the kitchen or bathroom of an existing building is 'building work'*, as defined in regulation 3 of the Building Regulations, the Regulations require that the installer complies with the appropriate requirements of the Regulations, and in doing so they do not make compliance with other requirements of the Regulations, including ventilation, worse than before.

The Regulations also require that before they start work, the work is notified to a BCB, except in certain circumstances. (See Notification of work covered by the ventilation requirements above for details of notification requirements and exemptions.)

If they carry out any 'building work', and there is an existing extract fan or passive stack ventilator (or cooker hood extracting to outside in the kitchen), they should retain or replace it. However, if there is no existing ventilation system they need not provide one. Replacing an extract fan or cooker hood with a similar type, and using the existing cabling, need not be notified to a BCB.



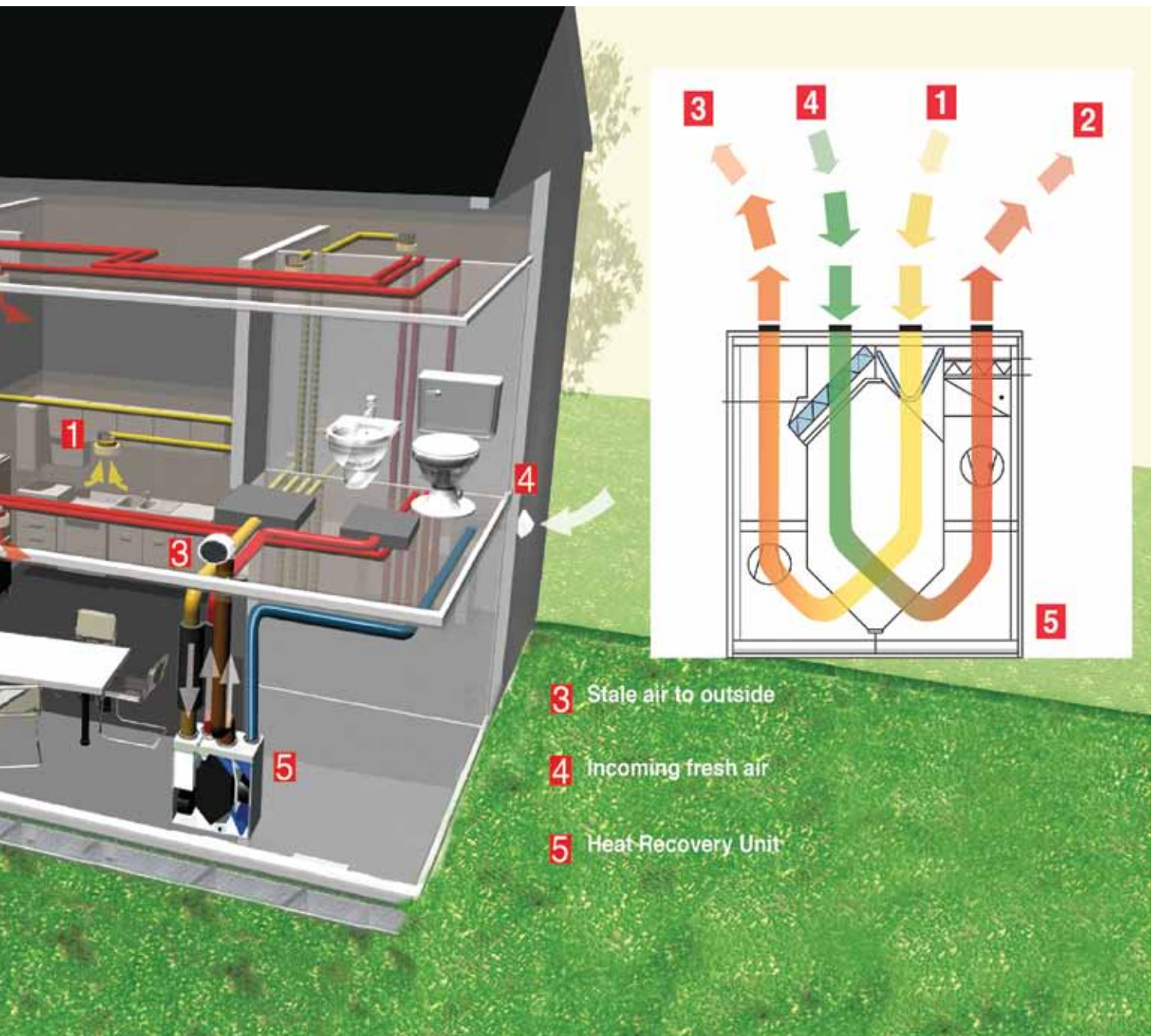
If a combustion appliance is installed, Approved Document J: Combustion appliances and fuel storage systems should be consulted.

*The definition of 'building work' in regulation 3 of the Building Regulations includes a range of building activities in existing buildings, and includes all work on controlled services. For more information see the Building Regulations 2010 at: www.planningportal.gov.uk.

Competent person self-certification schemes

It is not necessary to notify a BCB in advance of work which is to be carried out by a person registered with a competent person self-certification scheme for that type of work. In order to join such a scheme a person must demonstrate competence to carry out the type of work the scheme covers, and also the ability to comply with all relevant requirements in the Building Regulations.

Where work is carried out by a person registered with a competent person scheme, regulation 20 of the Building Regulations and regulation 20(1) of the Approved Inspectors Regulations require that the occupier of the building be given, within 30 days of the completion of the work, a certificate confirming that the work complies fully with all applicable building regulation requirements. There is also a requirement that the BCB be given a notice of the work carried out, again within



30 days of the completion of the work. These certificates and notices are usually made available through the scheme operator.

BCB's are authorised to accept these certificates and notices as evidence of compliance with the requirements of the Building Regulations. Local authority inspection and enforcement powers remain unaffected, but they are normally used only in response to a complaint that work does not comply.

What ventilation work can registration cover?

In order to work in compliance with Building Regulations, certain types of work, domestic and non-domestic, needs to be either advised to building control before work commences or installed by a registered company. Although you will be registered against specific areas as shown below, installations shown for assessments will need to be compliant with all applicable building regulations. Below is a list of ventilation works that require notification:

- Install a mechanical ventilation system in a dwelling
- Install a mechanical ventilation heat recovery system in a dwelling

To become registered, you need to be able to show your assessor the type of work you wish to self-certify. For example, if you wish to be registered to self-certify the installation of a MVHR System, you will need to show us a MVHR system you have installed.

Qualifications

The qualifications required to be registered on a competent person scheme are detailed in the Minimum Technical Competency document. For ventilation work, this requires your nominated competent person holds either a BPEC or the NICEIC Domestic Ventilation Qualification or qualifications that meet the requirements of the Minimum Technical Competencies.

For additional guidance on application, assessment and registration please refer to our Competent Person Schemes Guide which is available on our website niceic.com

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