



# Building Control

## Householder Guidance Leaflet No. 3

### Competent Person Schemes

This leaflet is one of a series produced by the Hertfordshire Building Control Technical Forum

#### What is a Competent Person Scheme?

When you carry out certain types of building work, you are required to ensure that the work is carried out in accordance with the Building Regulations 2010. This would require that you submit an application to your Local Authority Building Control Department for assessment of your project and inspection of the works on site.

However as an alternative and to provide householder's with more choice, the Government has created Competent Person Schemes for certain trades. An individual or company registered under a Competent Person Scheme is able to self-certify that their work is in compliance with the Building Regulations 2010.

#### Who can be part of a Competent Person Scheme?

If a company or individual wishes to join a Competent Person Scheme for their particular profession, they will need to meet the specific requirements set out by each Scheme. Whilst the conditions of membership will differ between Schemes, these are usually based on the qualifications held by the individual to demonstrate competency in their trade.

#### What works are covered by the Competent Person Scheme?

There are a variety of Competent Person Schemes (CPS) available covering a range of different building works, usually minor works involving the replacement of building services and fittings. Listed below are the main Competent Person Schemes available and the criteria required to be met in order for a Competent Person to be employed.

##### Installation of a Gas Appliance\*

Appliance has a rated heat output of up to 100 kilowatts and is installed in a dwelling or other building of no more than 3 storeys (excluding basement) – CPS:

- Gas Safe Register [0800 408 5500]  
[www.gassaferegister.co.uk](http://www.gassaferegister.co.uk)

*\*Note: It is mandatory that the installation of any gas appliance is carried out by a member of the 'Gas Safe Register'.*

##### Installation of an Oil Appliance

Appliance has a rated heat output of up to 100 kilowatts and is installed within a dwelling or other building of no more than 3 storeys (excluding basement). An oil storage tank connected to appliance is included – CPS:

- Association of Plumbing and Heating Contractors Limited (APHC) [0121 711 5030]  
[www.competentpersonsscheme.co.uk](http://www.competentpersonsscheme.co.uk)
- Building Engineering Services Competence Accreditation (BESCA) [0800 652 5533]  
[www.besca.org.uk](http://www.besca.org.uk)
- National Association of Professional Inspectors and Testers Registration Limited (NAPIT) [0845 543 0330]  
[www.napit.org.uk](http://www.napit.org.uk)
- Oil Firing Technical Association (OFTEC) [0845 65 85 080]  
[www.oftec.org](http://www.oftec.org)
- CORGI Services Limited [0800 915 0480]  
[www.trustcorgi.com](http://www.trustcorgi.com)
- ELECSA Limited [0845 634 9043]  
[www.elecsa.co.uk](http://www.elecsa.co.uk)
- Heating Equipment Testing and Approval Scheme (HETAS) [0845 634 5626]  
[www.hetas.co.uk](http://www.hetas.co.uk)
- NICEIC Group Limited [0870 013 0382]  
[www.niceic.com](http://www.niceic.com)

## Installation of Solid Fuel Appliances

Appliance has a rated heat output of up to 50 kilowatts and is installed within a dwelling or other building of no more than 3 storeys (excluding basement) – CPS:

- APHC (see details above) BESCA (see details above)
- NAPIT (see details above) HETAS (see details above)

## Replacement Windows and Doors

Replacement windows, doors and rooflights in an existing dwelling - CPS

- Fenestration Self-Assessment Scheme (FENSA) [0207 645 3700]  
[www.fensa.org.uk](http://www.fensa.org.uk)
- Certification and Self-Assessment Limited (CERTASS) [0845 094 8025]  
[www.certass.co.uk](http://www.certass.co.uk)
- BM TRADA [01494 569 700]  
[www.bmtrada.com](http://www.bmtrada.com)
- British Standards Institute (BSI) [0208 996 9001]  
[www.bsigroup.com](http://www.bsigroup.com)

## Domestic Electrical Installation

Applicable to new circuits, new/replacement consumer units and any electrical works carried out in a kitchen, bathroom or outside – CPS:

- ELECSA (see details above) British Standards Institute (BSI) (see details above)
- NAPIT (see details above) BESCA (see details above)
- NICEIC (see details above) CORGI (see details above)

## Installation of new sanitary and washing facilities

Installation of new or replacement sanitary appliances within bathroom, WC or utility room which does not affect the underground drainage system - CPS

- APHC (see details above) CORGI (see details above)
- NAPIT (see details above) BESCA (see details above)

## Ventilation and Air Conditioning

Installation of new mechanical air conditioning systems - CPS

- BESCA (see details above) CORGI (see details above)
- NAPIT (see details above) NICEIC (see details above)

## Wholesome and Non-Wholesome Cold Water Supply

Plumbing and water supply systems – CPS:

- CORGI (see details above) NAPIT (see details above)
- NICEIC (see details above) APHC (see details above)
- BESCA (see details above)

## Do I have to use the Competent Person Scheme?

With the exception of Gas Safe, Competent Persons Schemes are not mandatory. They have been provided to give the householder different options of how to ensure compliance with the Building Regulations 2010.

***The above list of Competent Persons Schemes may not be exhaustive and other individuals and corporations may have obtained registration under the Competent Person Scheme.***

***Please note that this guide is not a substitute for professional advice but has been written to provide you with some useful information about how the Building Regulations will affect your project. If you wish to receive further guidance on any issues raised in this leaflet, please contact you local Council's Building Control office.***