



## Structural Engineering Submissions

*Building Regulation approvals are often made subject to conditions that need to be met either before or during the course of construction. A common condition calls for the detailed submission, including calculations, for a variety of structural elements. In general these submissions are prepared by a firm of consulting engineers.*

*Building Control must ensure that approved work complies with the relevant requirements of the Building Regulations. By applying a condition calling for structural details we are indicating that the requirements under Part A (structure) of Schedule 1 of the Regulations are yet to be satisfied.*

*The following information outlines our procedures in relation to the submission of structural details, in particular the levels of checking/self checking that may be appropriate. Several examples are given however it must be noted that these are not exhaustive<sup>1</sup>.*

### Submissions can be identified under four categories

**Category 1** classed as minor work of negligible risk with a low associated consequence.

- Minor alterations— e.g. formation of door openings etc.
- Minor works— e.g. simply supported beams, lintels over 2.4m, beam and block floors, roof trusses, eco joists.

**Note.** Category 1 work does not include premises used for 'Assembly and Recreation' or 'Class 2 Residential' i.e. Hotels, care homes.

#### Check Level 1

Any design by a Chartered Engineer<sup>2</sup> may be self checked

Any design by a suitably qualified person or self designer may be checked Building Control Surveyors

**Category 2** classed as notable work of small risk with a medium associated consequence.

- **Residential work up to 200m<sup>2</sup> footprint and up to and including 3 stories in height**— e.g. Reinforced concrete slabs, ground beams, piling, retaining walls, steel framed structures, roof structures, timber framed buildings.
- **Industrial/agricultural buildings where less than 10 persons are likely to be employed**— e.g. simple framed buildings, single storey, mezzanine floors.
- **Office work up to 200m<sup>2</sup> per storey up to and including 2 stories**

**Assembly and recreation and Class 2 Residential<sup>3</sup>.**

#### Check Level 2

Independently checked internally by the agent organisation

The check may be undertaken by a suitably qualified person so long as a Chartered Engineer<sup>2</sup> has been involved in the design..

### Contacts

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A duty building control surveyor is normally available to provide general guidance at our Frossard House offices between 9am - 10.30am and 3pm - 5pm Monday to Thursday (4.30pm on Friday), during which telephone calls are welcome. Outside these times, an answering service will be available where you can leave a message.

Please note, the duty building control surveyor is able to provide general guidance only. For site specific guidance, please contact the allocated officer.

Please be advised that this guidance note relates only to the situation with regard to Building Control and that separate planning permission may be required in respect of your proposal. You are advised to seek separate, appropriate advice with regard to the position under Planning and development should not be commenced until and unless all necessary statutory consents have been obtained.

**Category 3** classed as substantial work of medium risk with a medium associated consequence.

- **Residential work over 200m<sup>2</sup> footprint or the number of stories, as a result of the work, will equal or exceed four including basements**—any work.
- **Industrial/agricultural buildings**—complex structures on more than one level, any building where more than 10 persons are likely to be employed.
- **Office work up to 200m<sup>2</sup> per storey up to and including 3 stories**
- **Assembly and recreation and Class 2 Residential**—traditional construction up to and including 3 stories, including basements.

### Check Level 3

Independently checked internally by the agent organisation

The check must be undertaken by a Chartered Engineer<sup>2</sup> who has not been involved in the design.

**Category 4** classed as substantial work of high risk with a high associated consequence.

- **Office work**— large complex buildings over four stories including basements, new build floor areas of over 200m<sup>2</sup> per storey.
- **Assembly and recreation and Class 2 Residential**— new build or large extensions, any construction over three stories including basements.

### Check Level 4

Regulation 15 (10)<sup>4</sup>

Third party, full independent check

### Notes.

- 1 For specific projects you are advised to confirm with us in advance the category under which the work would fall and therefore the level of check that would be expected.
- 2 A Chartered Engineer is a person who holds full membership of the IStructE or ICE or similar organisation operated by other Member States of the EU, and recognised by that State's Government.
- 3 Class 2 Residential— includes residential care homes, hotels, boarding houses. For a complete list refer to Guernsey Technical Standard B volume 2 Annex D, Table D1
- 4 Regulation 15 (10) The report of an independent engineer, approved by us, stating the engineer has checked that the design of the proposed structure or service complies with all relevant requirements must be provided if requested by us; and for the purposes of this regulation –
  - (a) "**independent engineer**" means a Chartered Engineer who has been actively associated with a relevant discipline of engineering for at least 5 years since qualifying and has no professional or financial interest in the work that is to be checked, and
  - (b) a person is regarded as having a professional or financial interest in the work if that person –
    - (i) has been responsible for the design or construction of any of the work in any capacity,
    - (ii) or any nominee of that person, is a member, officer or employee of a company, firm or other body which has a professional or financial interest in the work, or
    - (iii) is a partner of, or is the employer or employee of, a person who has a professional or financial interest in the work.
- 5 Using the Building Control Web-search, <http://buildingexplorer.gov.gg/Northgate/BCWebServer/ApplicationSearch.aspx> navigate to the application reference. From this identify the Building Control Surveyor allocated to the particular building project that you are designing the element of structure for. Email your submission information together with a completed copy of our 'Structural Engineering Submission Form' including the agents declaration, direct to the surveyors email address. We will then determine if the correct checking process has been selected and undertaken and if so, the appropriate confirmation correspondence will be issued.