

## Demolition Notice

The Building Act 1984  
The Building Regulations 2010

**BUILDING ACT 1984 - SECTION 80  
NOTICE OF LOCAL AUTHORITY BY PERSON UNDERTAKING WORKS OF  
DEMOLITION**

### 1 Applicant Details

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

### 2 Owner Details (where different from the Applicant)

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

### 3 Name of the person undertaking demolition works

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

### 5 Location of building or part of a building to be demolished (please provide Ordnance site plan with property to be demolished outlined in red)

Address (incl postcode).....  
.....  
Number of storeys (including basement) .....  
What is the building used for at present? .....

## 6 Demolition Date

Demolition works due to commence on .....

## 7 Declaration

I confirm that a copy of this Notice has also be sent to:

- 1. The occupier of any building adjacent to the building to be demolished
- 2. British Gas
- 3. Fire Brigade
- 4. Electricity company
- 5. Thames Water
- 6. The Environment Agency
- 7. Any other Utility company

## 8 Asbestos

Does asbestos or asbestos cement form any part of the building? **Yes / No** delete as appropriate

Is it a Listed Building? **Yes / No** delete as appropriate

Is it in a Conservation Area? **Yes / No** delete as appropriate

## 9 Statement

I hereby give Notice of the proposed works of demolition, as detailed above. I understand that the works of demolition must not be commenced until I have either received Notice of the Council's requirements, or a period of six weeks has elapsed.

**Name** .....

**Signed** .....

**Date** .....

## NOTES

1. For failing to give notice to the Local Authority, the person undertaking the demolition is liable on summary conviction to a fine not exceeding level 2 on the standard scale.
2. The Council may serve upon you within six weeks of receipt of your Notice, a Notice requiring you to undertake certain obligations regarding the stability and weather-tightness of adjoining buildings, the condition in which the site is left and the disconnection of drainage and utility services.

Section 80 of the Building Act 1984 prohibits any person undertaking any demolition works unless a notice of intent has been deposited with the Council. Any person failing to comply with the Section shall be liable to a fine not exceeding level 4 on the standard scale.

### BUILDING ACT 1984 SECTION 80

A Notice need not be served for the following work:

- (a) a demolition in pursuance of a demolition order made under the Housing Act 1957, and
- (b) a demolition –
  - (i) of an internal part of a building ,where the building is occupied and it is intended that it should continue to be occupied.
  - (ii) Of a building that has a cubic content (as ascertained by external measurement) of not more than 1750 cubic feet (50 cubic metres), or where a greenhouse, conservatory, shed or prefabricated garage or
  - (iii) Without prejudice to sub-paragraph (ii) above, of an agricultural building (as defined in Section 26 of the General Rate Act (1967), unless it is contiguous to another building that is not itself an agricultural building or a building of a kind mentioned in that sub-paragraph.

### PLEASE NOTE THAT CONSENT FOR DEMOLITION MAY BE REQUIRED UNDER THE PLANNING ACTS

A LISTED BUILDING CONSENT is required:

- To demolish any building, part of a building or any structure attached to or within the cartilage of a building listed under Section 1 and 3 of the Planning (Listed Building and Conservation Areas) Act 1990 as being Special Architecture or Historic Interest or a building which is subject to a Building Preservation Order or Notice.
- To alter or extend any Listed Building, alterations include all internal alterations.

B CONSERVATION AREA CONSENT is required:

- To demolish or partially demolish an unlisted building or structure within a Conservation Area (there are certain exceptions).

C PRIOR NOTIFICATION OF DEMOLITION WORKS is required:

- For the demolition of dwelling houses, or buildings adjoining dwelling houses, and certain other building, where the volume exceeds 50 cubic metres.

**SHOULD ANY OF THE ABOVE NOTES (A, B OR C) APPLY YOU SHOULD CONTACT THE PLANNING SECTION ON 0845 6122660**

### FURTHER INFORMATION / ADVICE

Further information and advice can be obtained from:

Building Control  
Place Division  
London Borough of Richmond upon Thames  
Civic Centre, 44 York Street, Twickenham, TW1 3BZ

Visit our website: [buildingcontrol@richmond.gov.uk](mailto:buildingcontrol@richmond.gov.uk)

## PERSON INFORMATION POLICY

Under the General Data Protection Regulations 2018 and the Data Protection Act 2018 the Council will use your details, the information about your dealings with the Council and the information about you available to the Council ('your information') to:

- Deal with your requests and administer its departmental functions (e.g. to assist with the processing of your Building Regulations application)
- Meet its statutory obligations
- Prevent and detect fraud
- Conduct surveys and research
- Contact you with information about activities and events involving the Council or with offers which it thinks may be of interest to you

**The Council may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with other departments within the Council (including the elected members), central government departments, law enforcement agencies, statutory and judicial bodies, community service providers and contractors that process data on its behalf.**

**The Council may also use and disclose information that does not identify individuals for research and strategic development purposes.**

**N.B.** All applications for planning matters and supporting documentation are a public record and you should be aware that these records are open to public inspection both in their paper version and in electronic media such as the council website.

### General Data Protection Regulation (GDPR) notes for Building Regulations Applicants

Under the General Data Protection Regulations 2018 and the Data Protection Act 2018 the Building Control department is required by the Building Act and Building Regulations to use the information you provide for the following:

1. Statutory compliance and enforcement of the Building Act and related acts e.g. Regulatory Reform (fire safety) Order.
2. To enable provision of the building control process including plan assessments, consultations, approval processes and site inspections.
3. Processing documents, inspection records, related certificates including Competent Persons Schemes in accordance with statutory requirements and ministerial directives.
4. Property and owner address information is required to enable the service to be provided and may be shared with statutory consultees e.g. the fire and rescue service and water/waste utility organisations. Information is shared with other departments within the local authority to enable the invoicing of Building Control and other related statutory, service or enforcement processes e.g. Council Tax and Planning for extensions; Land Charges and Waste Management for new buildings.
5. We seek to minimise the personal data we hold to a functional minimum. This data can be seen on request by the data subject.
6. Records relating to building projects are archived. All data is kept secure and can be requested for view by data subjects and is subject to Freedom of Information Requests. The purpose of retaining records is to maintain historical building records and for insurance and legal records in the event of claims, construction failures, future developments and information to support public safety and protection in the event of 'disasters' and dangerous structure events.
7. Aggregated data (minus personal data) is produced to support departmental work management during projects and productivity records for management information only.

All the above is standard practice for processing applicant's projects, enabling compliance, processing payments and keeping archived historical records of construction work to ensure public protection, practical construction help and public safety. No information is used for commercial gain or shared or sold with third parties for commercial gain.

For further information on how the Council manages your personal data and your rights in this regard please view our full privacy policy [https://richmond.gov.uk/data\\_protection](https://richmond.gov.uk/data_protection).