

**SECTION 30 APPLICATION
(SPECIAL & TEMPORARY STRUCTURES)
London Building Acts (Amendment) Act 1939 (Part IV)**



1	Statement			
	I am submitting this application for the work described below under Part IV of the London Building Acts (Amendment) Act 1939. I enclose the necessary fee in pursuance of Part II of the Greater London (General Powers) Act 1982. Please refer to the attached notes before completing this form.			
	Title:	First name:	Last name:	Signature:
	<input type="checkbox"/> Owner/Occupier <input type="checkbox"/> Agent <input type="checkbox"/> Builder <i>(please tick as applicable)</i> Date:			

2	Location of structure	
	Address:	Postcode:

3	Owner/Occupier commissioning building work		
	Title:	First name:	Last name:
	Company name:		
	Address:		Postcode:
	Tel:		Email:

4	Agent's details (to whom correspondence relating to this application will be sent)		
	Title:	First name:	Last name:
	Company name:		
	Address:		Postcode:
	Tel:		Email:

5	Proposed Structure/s	
	Name:	
	Planning Application Number:	List of drawing number:
	Purpose for which the Temporary/ Special Structure is to be used (See 1):	
	Number of Structures (for multiple structures, please continue on separate sheet):	
	Length:	Width:
	Height:	Area (Square Metre): (See 3)
Commencement date:		
Duration period:		

6	Fee (see Step 6 and 10)	
	Section 30 fee: VAT not applicable	£
	Method of payment: <input type="checkbox"/> Cheque or <input type="checkbox"/> Online	

Section 30 Application (Special & Temporary Structures) Notes

1. **One copy** of this notice should be completed and submitted with **one copy** of drawings containing the following information:
 - a. Block Plan to a scale of not less than 1:500, or such scale as may be necessary to identify the situation of the intended structure or structures which shall be coloured RED
 - b. The situation of adjacent buildings, roads, trees and other features.
 - c. Plans sections and elevations of the proposed structure or structures to a scale of not less than 1:100.
 - d. Such additional details as may be required to indicate clearly the method of construction and materials proposed the sizes of constructional parts, the weights and thickness of members, the size and pitch of rivets or other connections.
 - e. The North Point and the Scales used in the drawings.
 - f. Together with the necessary Fee under Part II of the Greater London Council General Powers Act 1982 (see attached Fees and Charges Guidance Note).

2. The full name and address of the person on whose behalf the application is being made and the extent of their interest in the structure must be stated. Particulars must also be furnished as to the purpose for which the intended structure is required.
 - a. In the case of applications being made by a partnership or company (other than a limited company) the names of all partners or directors must be stated.
 - b. In the case of applications being made by a limited company, the full name of the Secretary and the address of the registered office shall be stated.

3. Examples of Temporary and Special Structures

Marquees and large tents	Flag poles	Scaffolding for camera platforms (outside)
Free Standing signs	Scaffold cable supports	Floodlight towers
Seating	Observation towers and platforms	Hoists & lifts attached to buildings
Covered ways	Adventure playground structures	Stages for concerts and events (outside)
Spectator stands	Temporary scaffold (not building site)	Advertising hoardings

Note that this type of submission can only be made for certain types of project.

If your work does not refer to the above list, please contact us on 020 7926 1150 or email buildingcontrol@lambeth.gov.uk to discuss individual cases.

The consent will be issued for a minimum of 1 year and a maximum of 5 years dependent on the nature of the structure.

4. The period during which such building or structure shall be permitted to be retained will be indicated in the Council's consent, and at the expiration of that period such building or structure shall be removed.

5. The Council may, at its discretion, extend the period for which consent has been granted, subject to payment of the necessary Fee as described above.
6. **PAYMENT - This application cannot be accepted until the correct Section 30 fee has been paid (see attached Fees and Charges Guidance Note).** Payment methods accepted include Cheque and online payment. **We cannot accept cash payments. (Please refer to 10)**
7. This Authority is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes. The London Borough of Lambeth also upholds the principles of the Data Protection Act. The information supplied on this form and in future by telephone, correspondence or verbally will be held on computer for the purpose of Building Control administration.
8. Further information and advice on the Building Regulations may be obtained from our website www.lambeth.gov.uk, by telephoning us on 020 7926 1150.
9. **You may also need permission under the Town and Country Planning Acts.**

Under the Town and Country Planning Acts it is most important that any necessary planning permission is obtained before building works are commenced or change of use is implemented. If this is not done, the Council has the power of enforcement with a view to requiring the removal of unauthorised building work or the discontinuance of unauthorised changes of use.