



PLEASE SEND YOUR COMPLETED APPLICATION
FORM TO THE [AREA OFFICE](#) CLOSEST TO THE
LOCATION OF YOUR PROJECT. PLEASE NOTE THAT
YOU ARE NOW ABLE TO APPLY FOR PERMISSION
ELECTRONICALLY ON OUR WEBSITE.

For Official Use Only:	
Reference No.	
Date of Receipt	
Fee Paid	Date of Receipt

APPLICATION FOR BUILDING STANDARDS CERTIFICATE

Only applicable to structures over 600mm above adjacent levels

Civic Government (Scotland) Act 1982 Section 89 (Consent to Use a Raised Structure)

1(a) Applicant (IN BLOCK CAPITALS) Name Address Post Code.....Tel. No..... Email.....	1(b) Duly authorised Agent (if any) Name Address Post Code.....Tel. No..... Email.....
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2. Give details of type of Raised Structure which the applicant proposes to erect (e.g. platform, stand staging, etc)

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3. What equipment, if any, will be loaded and positioned on the Raised Structure?

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4. What is the maximum number of persons who will be accommodated in or on, the Raised Structure?

.....

5. Will the persons mentioned above be seated, standing, dancing or otherwise?

.....

6. Give the address (and name, if applicable) of the location of the proposed Raised Structure. (If no name or address, a location plan or sketch should be provided.

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.....

7. For what period of time is the Raised Structure to be used?

From To

8. State the nature of the circumstances for which the Raised Structure is required.

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.....
.....

9. Declaration

I/We* declare that the particulars given on this form are true and accurate.

Signed Date

[applicant/duly authorised agent*]

***Delete as appropriate.**

Your completed application form should be sent to the [area office](#) closest to the location of your project.

For further information and advice please contact your local Building Standards Surveyor at the relevant area office or phone our Customer Service Centre on 01546 605518

Bute & Cowal	Ellis Lodge, 5 Argyll Road, Dunoon, PA23 8ES buildingstandards.bandc@argyll-bute.gov.uk
Oban, Lorn & the Isles	Municipal Buildings, Albany Street, Oban, PA34 4AW buildingstandards.olandi@argyll-bute.gov.uk
Mid Argyll, Kintyre & Islay	1A Manse Brae, Lochgilphead, Argyll, PA31 8RD buildingstandards.maki@argyll-bute.gov.uk
Helensburgh & Lomond	The Helensburgh and Lomond Civic Centre, 38 East Clyde Street, Helensburgh, G84 7PG buildingstandards.handl@argyll-bute.gov.uk



Notes for Guidance

- The application should be accompanied by a fee of £250.00 which is charged per raised structure (only applicable to structures over 600mm above adjacent levels) with a separate application for Building Standards Certificate required in each case. Argyll and Bute Council accept the following payment methods:- Debit/Credit Card, Cash or Cheque (payable to Argyll and Bute Council). Debit/Credit Card payments can be made either via our website or by telephoning our customer services number 01546 605518. Application for permission to erect a Raised Structure will not be registered or processed until the appropriate fee has been paid.
- All relevant information regarding the Raised Structure should accompany this application: This should include scaled drawings showing the position of the structure on a location plan and details, specific to the structure i.e. floor plans, sections, elevations etc. Failure to provide drawings sufficient to determine your submission will result in your application and fee being returned to you.
- A Design Certificate for the erection of a Raised Structure should also be provided at this time, completed by the persons, appropriately qualified and authorised to erect/check the structure.

Note: If calculations are provided which require to be checked an additional charge will be levied.

On completion of the structure, prior to the event, "A Certificate of Completion of Erection and Inspection of a Raised Structure", should be provided to Building Standards.

- Any person who:-
 - (a) uses or permits the use of a Raised Structure for the purpose of providing for themselves or others, raised accommodation without the approval of the Council; or
 - (b) Contravenes a condition contained in a notice served on him by the Council.

Shall be guilty of an offence and liable on summary conviction, to a fine.

- Application need not be made for the use of any Raised Structure in respect of which a Building Warrant has been granted by Argyll and Bute Council.

Any personal data that you have been asked to provide on this form will be held and processed in accordance with Data Protection Legislation. You can find out more about your rights in relation to data protection on the Council's Website.



**BUILDING STANDARDS DEVELOPMENT AND INFRASTRUCTURE SERVICES
CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

DESIGN CERTIFICATE FOR THE ERECTION OF A RAISED STRUCTURE

I/We hereby certify that the Raised Structure at

.....for the purpose

of.....

has been designed in accordance with the recommendations of British Standard BS5950 (BS EN 1090-2:2018), BS8118 (BS EN 1999-1-1:2007+A2:2013), BS6399 (BS EN 1991-1-1:2002). The steel tubes and fittings comply with BS 1139-2-2:2009+A1:2015 and all other materials with the appropriate British Standard Specification.

I/We also certify that the structure will be adequately supported on firm ground with the required bearing capacity, or otherwise adequately supported complying with BS EN 12811-1:2003. Before putting the structure into use, a Certificate of Completion of Erection should be signed and returned to the area office closest to the location of your property (detailed below)

Signed:..... Qualifications:.....

Dated:..... Designation:.....

On behalf of:

Address:

Telephone No:

E-mail address:

*Where tubes and fittings other than steel are to be used, or proprietary systems, full details are to be given, with Test Certificates, where required, to prove structural stability and/or compliance with the relevant British Standard/Code of Practice

Your completed Design Certificate should be sent to the [area office](#) closest to the location of your property

For further information and advice please contact your local Building Standards Surveyor at the relevant area Office (detailed below) or phone our Customer Service Centre on 01546605518

Bute & Cowal	Ellis Lodge, 5 Argyll Road, Dunoon, PA23 8ES buildingstandards.bandc@argyll-bute.gov.uk
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BUILDING STANDARDS DEVELOPMENT AND INFRASTRUCTURE SERVICES

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

CERTIFICATE OF COMPLETION OF ERECTION AND INSPECTION OF A RAISED STRUCTURE

Name of Client:

Name of Contractor:

Address of Site:

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Date of Consent:

Expiry Date:

Description of Structure:

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Date of Inspection:

Result of Inspection:

.....

Name and Qualification of Person who made the Inspection:

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I hereby certify that the structure has been (erected and completed) in accordance with the Design Certificate and relevant British Standards and/or Codes of Practice.

Signed.....Date.....

Name and Address of Relevant Person

Full Member of Institution of Civil Engineers/Corporate Member of Institution of Structural Engineer or other Competent Person*

***Delete as appropriate.**

Date of Becoming Full Corporate Member.....

Your completed Certificate of Completion should be sent to the [area office](#) closest to the location of your project.

For further information and advice please contact your local Building Standards Surveyor at the relevant area office (detailed below) or phone our Customer Service Centre on 01546 605518

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Notes:

1. This Certificate is in respect of the Civic Government (Scotland) Act 1982 and does not relieve the applicant of the need to comply with any other enactments.
2. All Certificates must be lodged with Building Standards prior to the commencement of the event
3. For small installations it may be possible for the completion to be signed off by a person, company or organisation, other than a registered structural engineer, if that person, company or organisation has suitable experience in this line of work and supervises the workforce. The definition of “small installation” and “suitable experience” shall be at the discretion of Building Standards.