



**Building Control Section  
Housing and Public Protection Service  
Directorate of Place  
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**WEST GLAMORGAN ACT 1987**

**RETAINING WALLS – SECTION 26**

This notice and particulars is in relation to the under-mentioned Retaining Wall and is deposited in accordance with Section 26.

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

If signed by AGENT give name .....

and Address of AGENT .....

Tel No: .....

**(IN BLOCK LETTERS PLEASE)**

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Location of Wall:

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Name and Address, Tel No.  
of Owner:

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Description of Work:

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Particulars required if not  
Shown on Plans

- a. Height of wall (retained ground)
  - b. Building over sewer. YES/NO
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This information is available in alternative format, if you need help with filling in any forms please ask

## **NOTES FOR GUIDANCE OF APPLICANTS**

Only one copy of the notice and other documents is required.

If you intend to erect a new retaining wall or extend an existing one you will be required to submit with this notice the following information

1. A location plan to a scale of not less than 1/1250 which must show the position of the wall and its relationship to adjoining boundaries and buildings
2. Full details of the construction and materials to be used. Note calculations should be included to substantiate the design.

If the wall is to be constructed over a drain or sewer, the design must indicate the precautions to be taken to safeguard the drain or sewer from imposed loads.

A Retaining wall is a wall which;

Serves or is intended to serve as a support for earth or other material on one side only so that the top level of that earth or material is at any point not less than 1.5m above the level of the ground adjoining the other side, and

Does not form part of a permanent building or the revetment of a trench.

After the commencement of the Act, no retaining wall shall be erected otherwise than in accordance with plans, sections and specifications approved by the Council; and if any person erects such a wall in contravention of this subsection he shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale (£400)

Any person aggrieved by the refusal of the council to approve any plans, sections and specifications submitted to them, may appeal to the Secretary of State.

Swansea Council is the data controller for the personal information you provide on this form. We are collecting this information as part of our obligation under Section 91 of the Building Act 1984. Your information will be used to help us fulfil our legal obligation and will not be used for any other purpose. *We will share your data securely with the following third parties under our data sharing agreement with them: These are, Street Naming & Numbering, Planning, Highways, Mid & West Fire Service.*

Data protection law describes the legal basis for our processing your data as necessary for compliance with a legal obligation. For further information about how Swansea Council Uses your personal data, including you rights as a data subject, please see our corporate [privacy notice](#) on our website.