



**REPORTS FOR DECISION BY THE  
CABINET MEMBER FOR REGENERATION**

Date Issued: **18 March 2010**

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**A Record of Decision will be issued following the conclusion of 5 clear working days from the date of issue of the Report**

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# Agenda Item 1

## **MAIDSTONE BOROUGH COUNCIL**

### **CABINET MEMBER FOR REGENERATION**

#### **REPORT OF THE ASSISTANT DIRECTOR OF ENVIRONMENTAL SERVICES**

**Report prepared by: David Harrison**

**Date Issued: 18 March 2010**

#### **1. BUILDING CONTROL CHARGES**

##### **1.1 Issue for Decision**

1.1.1 To review Building Control Charges from 1 April 2010

##### **1.2 Recommendation of Head of Regulatory and Environmental Services**

1.2.1 That Tables 1 & 2 of the Building Control Charges relating to new houses and domestic extensions be increased by 1%.

1.2.2 That Table 3 of the Building Control charges change to more closely reflect actual costs and the current market conditions.

1.2.3 That the charge for using the Councils consultants to sign off Part P (Domestic Electrics) be increased to reflect the cost of this service to the Council.

##### **1.3 Reasons for Recommendation**

1.3.1 An increase of 1% has been made to the departmental recharges and overheads for 2010/11. The increase in the charges in Tables 1 & 2 reflects this and is necessary to ensure that income expectation is met.

1.3.2 Table 3 covers charges for large domestic extensions, alterations and all commercial work. The charges are set according to the estimated cost of work, any changes to construction costs are reflected with a corresponding increase or decrease in the Council charges.

Adjustments are required to table 3 as a result of lessons learnt during competitive tendering; comparisons to the private sector and to more accurately reflect the cost of providing the service.

1.3.3 Charges to estimates under £43,000 have increased up to 15%, to more accurately reflect the true cost of the service. Fees for estimates in excess of £43,000 have decreased by up to 28%, to be more competitive when submitting tenders, particularly when considering large projects such as the Springfield development.

1.3.4 The Part P charge is increased to reflect an anticipated increase in charges from our consulting electrical engineers. Although, the majority of customers choose to use a Part P registered electrician and avoid this charge.

#### 1.4 Alternative Action and why not Recommended

1.4.1 The alternative action of doing nothing will result in reduced income and a possible deficit in the building control trading account.

1.4.2 Building Control income has dropped due to the recession and although this has largely been matched with reduction in expenditure through for example the removal of the market supplements and diversification, charges need to be reviewed to remain competitive. The alternative action of raising fees more than 1% is not recommended due to the high risk of attracting an adverse reaction from customers who may then use our competitors and lose income.

1.4.3 The alternative action of not raising Part P charges is not recommended as this would result in not recovering the cost of providing the service. This is contrary to the fees regulations, a statutory instrument.

1.4.4 The alternative action of raising Part P more than the increase in our consultant charges is not recommended as this would result in recovering more than necessary to pay for the cost of that service. This is contrary to the fee regulations, a statutory instrument.

1.4.5 The alternative action dismissing the consultant is not recommended as the expertise to sign off part P does not exist in the council. This would increase the risk of faulty electrical work not being detected and risk of injury or fatality on site.

An electrical consultant is necessary to ensure the statutory function is fulfilled and to reduce the risk of legal action that would damage reputation and the need to pay compensation.

## 1.5 Impact on Corporate Objectives

- 1.5.1 There will be no adverse impact on Corporate Objectives, value for money remains a key driver for the service.

## 1.6 Risk Management

- 1.6.1 The biggest market share and income is in Table 2 (domestic extensions) and so increasing charges has a risk especially during a recession. This increase has been carefully assessed against the overall charging rates in Kent and the Councils competitor's charges.

As competitors charges are significantly higher, and as this increase still results in Maidstone charges being below Kent average, the risk is considered low.

- 1.6.2 The risk of increasing Table 1 (new housing) charges is also low as again this still leaves us below the average Kent charge for projects exceeding 5 houses. Although marginally above average Kent average for 1 to 5 houses.
- 1.6.3 Information from customers is that service and not price determines their choice and private sector building control is able to offer a one stop shop of building control and warranty. Often if the developer purchases the warranty, building control is not charged for. For this reason market share is very low and a moderate increase such as this has very low risk to market share.
- 1.6.4 Raising fees higher than 1% at this stage would be difficult to justify resulting in the risk of losing customers to competitors and loss of income.
- 1.6.5 Not having an effective electrical consultant has a high risk of legal action following injury or fatality which would require us to pay compensation and would damage reputation.

## 1.7 Other Implications

1. Financial

a) Staffing

b) Legal

c) Social Inclusion

d) Environmental/Sustainable Development

X
X
X

- e) Community Safety
- f) Human Rights Act
- g) Procurement
- h) Asset Management


#### 1.7.1 Financial

The economic downturn has reduced income in from £457,000 in 2008/09 to an estimated £350,000 this year. This has been offset by the surplus from 2007/08, a reduction in expenditure, including the loss of market supplements, and income from discretionary services.

The section will start 2010/11 with an estimated deficit of £16,000 however the staged reduction of market supplements and continued discretionary services should see the Trading Account go into surplus by the summer, as long as there is no double dip in the recession. The loss of supplements reduces professional Surveyors salaries by about 12% over an 18 month period.

#### 1.7.2 Staffing

The reduction in expenditure from August 2008 to date leaves little scope for further savings. The market has been relatively stable over the last 9 months albeit with reduced income of around 7%. If the market continues to remain steady or improves then the loss of the market supplement should be sufficient to safeguard jobs.

As of 1<sup>st</sup> April 2010 the section will have one vacant Senior Surveyor post and one Surveyor on long term maternity leave. How these posts are filled or covered is the key to moving the Trading Account into surplus.

#### 1.7.3 Legal

The revised charges scheme has been prepared in accordance with The Building (Local Authority Charges) Regulations 1998 and will be advertised for a minimum of 7 days before coming into effect.

There is no risk to fulfilling the statutory function as long as an effective electrical consultant is maintained.

**NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED**

Is this a Key Decision?      Yes      ☐      No      ☒

If yes, when did it appear in the Forward Plan?

\_\_\_\_\_

Is this an Urgent Key Decision?      Yes      ☐      No      ☒

**How to Comment**

Should you have any comments on the issue that is being considered please contact either the relevant officer or the Member of the Executive who will be taking the decision.

Councillor Malcolm Greer  
Cabinet Member for Regeneration

Tel: 01634 862876  
Email: malcolmgreer@maidstone.gov.uk

David Harrison  
Building Surveying Manager

Telephone: 01622 602034  
Email: davidharrison@maidstone.gov.uk



## Building Control

### Building Regulations

#### Charges Model &

#### Guide to Fees for Building Control

April 2010



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## **Appendices**

A	Guide to Fees for Building Control
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## **1.0 Introduction**

- 1.1 This model has been prepared following increases to salaries and running costs from 2009/10.
- 1.2 The 1% increase is based on the current inflation rate and the increases to expenditure in the Trading Account.
- 1.3 The basis for this model is the Building (Local Authority Charges) Regulations 1998.
- 1.4 All charges in this model exclude VAT

## **2.0 Charges** will be set for the functions prescribed in Regulation 4 of the Building (Local Authority Charges) Regulations 1998 namely: -

- 2.1 A plan charge, payable when plans of the building work are deposited with the Authority.
- 2.2 **An inspection charge**, payable on demand after the Authority carry out the first inspection in respect of which the charge is payable.
- 2.3 **A building notice charge**, payable when the building notice is given to the Local Authority.
- 2.4 **A reversion charge**, payable on the first occasion on which those plans are deposited for building work in relation to a building:-
  - 1. Which has been substantially completed before plans are first deposited with the Authority in accordance with Regulation 20 of the Approved Inspectors Regulations, or
  - 2. In respect of which plans for further building work have been deposited with the Authority in accordance with Regulation 20 of the Approved Inspectors Regulations,
- 2.5 **A regularisation charge**, which is payable at the time of the application to the Authority in accordance with Regulation 21 of the Building Regulations for work carried out on or after the 11<sup>th</sup> November 1985.

## **3.0 You are advised that: -**

- 3.1 The sum of the plan charge and the inspection charge will be equal to the building notice charge.
- 3.2 The reversion charge shall be equal to the building notice charge.

- 3.3 The regularisation charge shall be 20% greater than the building notice charge but that VAT is not payable.
- 3.4 Any charge, except the regularisation charge, which is payable to the Authority shall be subject to value added tax at the standard rate.
- 3.5 Where the charge is based on an estimated cost of work and the estimated cost is below £5,000 a separate inspection charge is not payable.
- 3.6 Where the charge is for the erection of a detached building which consists of a garage or carport or both having a floor area not exceeding 40m<sup>2</sup> in total and intended to be used in common with an existing building, and which is not an exempt building the inspection charge is payable as a single stage payment at the time of plan deposit. Details of buildings, which are exempt, are contained within Schedule 2 of the Building Regulations.
- 3.7 Where the single or aggregate floor areas of domestic extensions and/or loft conversions exceed 60m<sup>2</sup>, then the charge is based on the estimated cost of the works under Table 3. The minimum charge is as per Category 8 of Table 2.
- 3.8 Where a Full Plans submission is made for work that involves the erection of an extension and a loft conversion with aggregate floor area under 60m<sup>2</sup>, then the plans fee shall be taken from Categories 6 or 7 of Table 2.
- 3.9 See also paragraph 11.0 (Part P Stage 2 fees)

**4.0 Charges are not payable** in respect of work which is carried out for the benefit of a disabled person in accordance with Regulation 9 of the Building (Local Authority Charges) Regulations 1998 which states that:

- 4.1 "A local authority is not authorised to fix by means of a scheme and recover a charge-
  - (a) Where they are satisfied that the whole of the building work in question consists of an alteration: and
  - (b) Where the building work is-
    - (i) Solely for the purpose of providing means of access to enable disabled persons to get into or out of an existing building and to or from any part of it or of providing facilities designed to secure the greater health, safety, welfare or convenience of such persons; and
    - (ii) Is to be carried out in relation to-

- (a) An existing building to which members of the public are admitted (whether on payment or otherwise); or
- (b) An existing dwelling which is, or is to be, occupied by a disabled person".

4.3 "A local authority is not authorised to fix by means of a scheme and recover a charge which consists solely of a charge in respect of building work for the provision or extension of a room in a dwelling where they are satisfied that the sole use of the room is or will be-

- (a) For the carrying out of medical treatment of a disabled person which cannot reasonably be carried out in any other room in the dwelling; or
- (b) For the storage of medical equipment for the use of a disabled person; or

To provide necessary accommodation or a necessary facility by adapting or replacing accommodation or a facility which already existed within the building which was incapable of being used, or used without assistance, by the disabled person.

4.4 In this regulation, "disabled person" means a person who is within any of the descriptions of persons to whom section 29(1) of the National Assistance Act 1948 applied, as that section was extended by virtue of section 8(2) of the Mental Health Act 1959, but not taking into account amendments made to section 29(1) by paragraph 11 of Schedule 13 to the Children Act 1989".

4.5 Where the work involves the erection or material alteration to provide self contained premises (Granny Annex) then a charge is payable.

## **5.0 Principles of the scheme in respect of the erection of small domestic buildings, certain garages, carports and extensions**

5.1 Where building work comprises-

- (a) Erection of one or more small domestic buildings; or
- (b) Erection of a detached or attached building which consists of a garage or carport (or both) with a total floor area not exceeding 40m<sup>2</sup> and which is intended for use with an existing dwelling; or
- (c) Extension of any dwelling by a floor area not exceeding 60m<sup>2</sup>, including extension by the erection or extension of an attached or detached garage or carport which is intended for use with the dwelling,

- (d) The conversion of a loft space in any dwelling providing one or more rooms not exceeding 60m<sup>2</sup>,

The charges for that building work are set by reference to the floor area of the building or extension, as the case may be, and in the case of the work mentioned in sub-paragraphs (c & d) above, the charges so determined shall cover any associated work relating to means of access.

- 5.2 Where any building work of a kind mentioned in 5.1(c) comprises or includes the erection of more than one extension to a building used or intended to be used for the purposes of a single dwelling, the total floor areas of all such extensions shall be aggregated to determine the relevant charge payable. This does not apply in the case of loft conversions.
- 5.3 Where the aggregation of the floor area of all extensions referred to in 5.2 does not exceed 60m<sup>2</sup>, the relevant charge is based on the total floor area of the extensions.
- 5.4 Where the total or the aggregation of the floor area of one or more extensions referred to in paragraph 5.1(c) exceeds 60m<sup>2</sup>, the relevant charge is based on the estimated cost of the building work as prescribed in Regulation 6 of the Building (Local Authority Charges) Regulations 1998 and shall be calculated in accordance with Table 3.
- 5.5 Details of charges are given in Table 1 in respect of the erection of small domestic buildings.
- 5.6 Details of charges are given in Table 2 in respect of extensions of any dwelling by a floor area not exceeding 60m<sup>2</sup> and of the erection of a detached or attached building which consists of a garage or car port or both with a total floor area not exceeding 60m<sup>2</sup> and intended for use with an existing dwelling.

## **6.0 All Other Building Work**

- 6.1 All charges other than those referred to above are determined by reference to the estimated cost of the building work. These charges relate to any existing or proposed use of a building or whether the building work is in respect of the construction of a new building or an alteration or extension to an existing building. These charges are detailed in Table C1.

## **7.0 Estimates**

- 7.1 In order to determine the correct charge the authority must receive a written estimate of the cost of the building work when the plans or the building notice is deposited. A written estimate is also required when building work reverts to a local authority in accordance with Regulation 11(2) of the Building (Local Authority Charges) Regulations 1998. The 'estimate' is required to be such reasonable amount as would be charged by a person in business to carry out such building work (excluding the amount of any value added tax chargeable)
- 7.2 The objective of the Fees regulations and CIPFA guidance is that local authorities should recover the proper costs of providing the service to each project. Where an estimated cost has been provided that will result in a fee that will not recover proper costs then it will be refused even where evidence of tenders is submitted.
- 7.3 Conversely the authority will also draw to the attention of the applicant any estimate that seems too high and would result in a fee that is in excess of the cost of the service, as sometimes occurs on high tech projects.

## **8.0 Reductions**

- 8.1 Except as detailed in paragraph (2) below, where one application or building notice is in respect of two or more buildings or building works all of which are substantially the same as each other a % reduction in the charge will be made for all work detailed in Table 3.
- 8.2 Where one application or building notice is in respect of two or more buildings and relates to building works that consists of the provision or replacement of windows, roof lights, roof windows and external doors and the building work is substantially the same a 25% reduction in the building notice charge may be made.
- 8.3 Where in accordance with Regulation 8b of the Building (Local Authority Charges) Regulations 1998 an application or building notice is in respect of building work which is substantially the same as building work in respect of which plans have previously been approved or building works previously inspected by the same local authority, and where that local authority are satisfied that the owner of the plans who deposits them or who gives a building notice in respect of them, is the same person who originally deposited the plans or gave a building notice in respect of them, a % reduction in the charge may be made.
- 8.4 In relation to work to which Table 2 applies the reduction shall be calculated as a percentage of the average plan charge of each individual extension and in relation to Table 3 the reduction shall be calculated as a percentage of the plan charge of those buildings or building works which are substantially the same as each other.

- 8.5 Quality of build can result in an estimated cost that is disproportionate to average build costs and an over recovery of service costs. The Building Surveying Manager is authorised to make adjustments based on a service level agreement and the principle of recovering the “proper costs” against a service level agreement.

## **9.0 Payment by Instalment**

- 9.1 The authority accepts payment by instalment in respect of all building work detailed in Tables 1 and 3. The authority on request will specify the amounts payable and dates on which instalments are to be paid.

## **10.0 Other Matters**

- 10.1 Where a plan charge has been paid and not refunded, the authority will in any case they consider reasonable decide not to make a further plan charge in respect of plans subsequently deposited for substantially the same building work;
- 10.2 Any plan charge, inspection charge, reversion charge, or building notice charge is to be payable by the person who carries out the building work, or on whose behalf the building work is carried out, and any regularisation charge is to be payable by the owner of the building.

## **11.0 Part P Stage 2 Fee**

- 11.1 All stage 1 fees have been calculated from ‘proper costs’ under CIPFA guidelines, i.e. the costs involved in signing off Part P (Domestic Electrics) are not included.
- 11.2 Recovery of Part P plan checking and inspection costs is only calculated and charged when using the Councils Electrical Consultant to inspect and sign off work under Part P. This is called the Stage 2 charge.
- 11.3 As Part P is not included in the stage 1 charges Scheme the Council is authorised to issue a separate invoice to recover the cost of providing this service
- 11.4 The charge is based on a the cost of the electrical consultant plus the standard administration charge.



## **12.0 Cancellation or Withdrawal**

- 12.1 A Full Plans application may be withdrawn providing work has not commenced on site. A refund may be given, minus what the Council feels is the reasonable cost of any services provided up to the point of cancellation including an administration charge of £30.
- 12.2 A Building Notice submission may be withdrawn providing work has not commenced on site. A refund may be given, minus what the Council feels is the reasonable cost of any services provided up to the point of cancellation including an administration charge of £30.
- 12.4 For the purpose of calculating a refund, the costs incurred by the Council in checking plans, site inspections, meetings, correspondence, administration and management, or any other expense will be calculated and deducted from any sums returned.
- 12.5 Where a regularisation application has been submitted to this authority for work that has already been commenced, it cannot be withdrawn and no refund will be given.

## **13.0 Non-Payment of a Charge**

- 13.1 Your attention is drawn to Regulation 10(2) of the Building (Local Authority Charges) Regulations 1998 which explains that plans are not treated as being deposited for the purposes of Section 16 of the 1984 Act or building notices given unless the Council have received the correct charge.
- 13.2 Non payment of an inspection charge will result in the Council making inspections for the purposes of identifying contraventions to fulfil its statutory duty only. In such circumstances the Council will not issue a completion letter or certificate or any other correspondence that may be used by an applicant as evidence of compliance.

## **14.0 Transitional Provisions**

- 14.1 The Building (Prescribed Fees) Regulations 1994 continue to apply in relation to building work for which plans were first deposited or a building or initial notice given before 1st April 1999.
- 14.2 The councils scheme for the recovery of charges at the time of deposit or submission of an application continue to apply from the date that those charge were introduced to the date they were superseded as detailed below: -

## 15.0 Complaints

15.1 The Council defines a complaint as “a formal expression of dissatisfaction, however made, about the standard of service, actions or lack of action by the council or its staff affecting a customer or group of customers”. It also stipulates that a complaint is not a request for service.

15.2 The link below will direct to the Council Complain Policy

[http://www.maidstone.gov.uk/pdf/Complaints\\_Policy.pdf](http://www.maidstone.gov.uk/pdf/Complaints_Policy.pdf)

15.3 Complaints can be made:

- By phone to 01622 602640
- By email
- Fill in the form on the website
- Fill in the form on the back of the complaints leaflet
- Write a letter to us
- Come in and talk to someone face to face

<b>Date Introduced</b>	<b>Effective until (inclusive)</b>
1 April 1999	31 March 2000
1 April 2000	31 March 2001
1 April 2001	31 March 2002
1 April 2002	13 April 2003
14 April 2003	31 January 2005
1 February 2005	31 March 2006
1 April 2006	7 May 2007
8 May 2007	19 April 2008
20 April 2008	30 November 2008
1 December 2008	5 April 2009
6 April 2009	31 <sup>st</sup> March 2010
1 <sup>st</sup> April 2010	

## CHARGES FOR ONE OR MORE SMALL DOMESTIC BUILDINGS AND CONNECTED WORK (TABLE 1)

**[Charges for Table 1 includes works of drainage in connection with the erection of a building or buildings, even where those works are commenced in advance of the plans for the building(s) being deposited]**

### **1. Plan Charge**

Where a plan charge is payable in respect of the erection of one or more small domestic buildings shown on the deposited plan, the plan charge payable for that building or those buildings or for those works is the total of the amounts shown in, or calculated by reference to columns (2) and (3) of the Table as relevant for the number of dwellings in that building or those buildings.

### **2. Inspection Charge**

The inspection charge payable in respect of the erection of one or more small domestic buildings or connected works is the total of the amounts shown in, or calculated by reference to, columns (4) and (5) of Table 1. This shall become payable after the first inspection of commencement.

### **3. Building Notice Charge**

The building notice charge payable in respect of the erection of one or more small domestic buildings is the total of the plan charge and the inspection charge which would be payable in accordance with the Table if plans for the carrying out of that work had been deposited in accordance with the Building Regulations.

### **4. Reversion Charge**

The reversion charge payable in respect of the erection of one or more small domestic buildings is the amount of building notice charge which would be payable under these Regulations if a building notice in relation to the carrying out of that work had been given in accordance with the Building Regulations at the time the reversion charge is payable.

### **5. Regularisation Charge**

The regularisation charge payable in respect of the erection of one or more small domestic buildings is an amount equal to 120 percent of the total of the building notice charge which would be payable in accordance with the Table if a building notice for the carrying out of that work had been given at the time of the application for regularisation in accordance with the Building Regulations.

### **6. Interpretation of Table 1**

For the purposes of the Table, the reference in the heading to column (1) is a reference to the number of dwellings in the building or buildings referred to.

**TABLE 1 Charges** for new dwellings under 300m<sup>2</sup> floor area and up to 3 storeys high

Nº of Units	Plan Charge	Stage 1
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		Inspection Charge	Building Notice Charge
1	253.00	379.50	632.49
2	354.19	531.29	885.49
3	455.39	683.09	1138.48
4	556.59	834.89	1391.49
5	632.49	948.74	1581.23
6	683.09	1024.64	1707.73
7	708.39	1062.58	1770.97
8	789.35	1184.03	1973.38
9	865.25	1297.88	2163.13
10	936.09	1404.13	2340.22
11	1015.78	1523.67	2539.45
12	1092.95	1639.42	2732.36
13	1167.58	1751.37	2918.95
14	1239.69	1859.53	3099.22
15	1309.26	1963.89	3273.15
16	1376.30	2064.45	3440.76
17	1440.82	2161.23	3602.04
18	1502.80	2254.20	3757.01
19	1562.26	2343.38	3905.64
20	1619.18	2428.77	4047.95
21	1673.57	2510.36	4183.94
22	1725.44	2588.16	4313.60
23	1774.77	2662.16	4436.93
24	1821.58	2732.37	4553.95
25	1865.85	2798.78	4664.63
26	1907.60	2861.39	4768.99
27	1946.81	2920.22	4867.03
28	1983.49	2975.24	4958.74
29	2017.65	3026.47	5044.12
30	2049.27	3073.91	5123.18
31	2084.64	3126.97	5211.61
+ Additional Charge over 31	36.19	54.28	90.47
<b>Part P</b> Fee per unit	N/A	Stage 2 Fee 170.21 Where applicable	

**CHARGES FOR CERTAIN SMALL BUILDINGS,  
EXTENSIONS AND ALTERATIONS (TABLE 2)**

**Calculation of Charges** for work specified in column (1) of Table 2:

1. The plan charge payable is the amount, if any, shown in column (2) of the Table in relation to that work;
2. The inspection charge payable is the amount, if any, shown in column (3) of the Table in relation to that work, payable after the first inspection of a commencement;
3. The building notice charge payable is the amount shown in column (4) of the Table in relation to that work;
4. The reversion charge payable is the amount shown in column (4) of the Table in relation to that work;
5. The regularisation charge payable is the amount shown in column (5) of the Table in relation to that work.

**Interpretation of Table 2**

1. Where the work in question comprises or includes the erection of more than one extension to a building used or intended to be used for the purposes of a single private dwelling, the total floor areas of all such extensions shall be aggregated in determining the charge payable in accordance with Table 2 below. Where the aggregated floor area is above 60m<sup>2</sup> the charge payable is calculated in accordance with Table 3.
2. In the Table below a reference to an extension is a reference to an extension, which has no more than three storeys, each basement level counting as one storey.

**TABLE 2 Charges** Fees for Small Buildings and Extensions to Dwellings

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	<b>Type of Work</b>	<b>Plan Fee</b>	<b>Inspection Fee</b> [Stage 1]	<b>Building Notice</b> [Stage 1]	<b>Regularisation</b> [Stage 1]
1	Detached or attached garages and car ports under 40m	150.64	Inspection Charge Included in	150.64	180.77
2	Detached or attached garages and car ports Over 40m and under 60m	150.64	114.89	265.53	318.64
3	Home extensions under 10m	150.64	114.89	265.53	318.64
4	Home extensions over 10m and under 40m	150.64	234.04	384.68	461.62
5	Home extension over 40m and under 60m	150.64	363.40	514.04	616.85
6	One or more rooms in a roof space with a total floor area not exceeding 40m	212.77	171.91	384.68	461.62
7	One or more rooms in a roof space with a total floor area exceeding 40m but not exceeding 60m	212.77	301.27	514.04	616.85
8	Home extension or one or more rooms in the roof space which exceeds 60m. The charge is based on the estimated cost of the work [See Table 3] subject to the <b>minimum</b> charge shown in this Table	129.75	Stage 1 389.25	Stage 1 Minimum 519.00	Stage 1 Minimum 622.80
<b>P</b>	<b>Part P</b> <b>STAGE 2 Fee *</b> (Where applicable)	N/A	170.21	170.21	239.70

\* Where work involves more than one extension and/or loft conversion and these are constructed and completed at essentially the same time then only one Part P payment will be requested. When completed at different times then a Part P fee will apply to each element.

Use Table 3 for Unvented hot water systems, Cavity wall insulation, Replacement windows, boilers and hot water vessels and alterations carried out in addition to work to which categories 1 – 8 apply. Table 4 does not apply where that alteration involves notifiable work under Part P.

## **WORK OTHER THAN WORK TO WHICH TABLES 1 AND 2 APPLY (TABLE 3)**

## **1. Building Notice Charge and Reversion Charge**

Subject to b) and c) below, the amount of the building notice charge or reversion charge for any work shall be that shown in Table 3 in relation to the estimated cost of that work.

## **2. Plan Charge**

- a) The amount of the plan charge for any work the estimated cost of which is £5,000 or less shall be the amount of the building notice charge which would by virtue of paragraph 1 be payable in respect of that work.
- b) The amount of the plan charge for any work the estimated cost of which is more than £5,000 shall be 25% of the building notice charge which would by virtue of paragraph 1 be payable in respect of that work.

## **3. Inspection Charge**

- a) No inspection charge is payable in respect of any work the estimated cost of which is £5,000 or less, notwithstanding that an inspection is carried out.
- b) The amount of the inspection charge for any work the estimated cost of which is more than £5,000 shall be 75% of the building notice charge which would by virtue of paragraph 1 be payable in respect of that work.

## **4. Regularisation Charge**

The amount of the regularisation charge for any work shall be 120% of the building notice charge which would by virtue of paragraph 1 be payable in respect of that work.

**TABLE 3**  
**CALCULATION OF MAXIMUM CHARGES FOR ALL OTHER BUILDING WORK**  
**Building Surveying Manager to quote on individual projects in excess of £2m on a cost recovery basis**

Where the estimated cost is £2000 or less the sum of	£150.00
Where the estimated cost exceeds £2000 but does not exceed £5000 the sum of	£230.00
Where the estimated cost exceeds £5000 but does not exceed £20,000	£230.00
a) the sum of	
together with	
b) for every £1000 (or part thereof) by which the cost exceeds £5000 the sum of	£9.00
Where the estimated cost exceeds £20,000 but does not exceed £100,000	£365.00
a) the sum of	
together with	
b) for every £1000 (or part thereof) by which the cost exceeds £20,000 the sum of	£7.00
Where the estimated cost exceeds £100,000 but does not exceed £1,000,000	£925.00
a) the sum of	
together with	
b) for every £1000 (or part thereof) by which the cost exceeds £100,000 the sum of	£2.50
Where the estimated cost exceeds £1,000,000 but does not exceed £10,000,000	£3175.00
a) the sum of	
together with	
b) for every £1000 (or part thereof) by which the cost exceeds £1,000,000 the sum of	£1.00
Where the estimated cost exceeds £10,000,000	£12175.00
a) the sum of	
together with	
for every £1000 (or part thereof) by which the cost exceeds £10,000,000 the sum of: -	£0.70



## Quick Guide to fees for Building Control Inclusive of VAT

### New Houses under 300m<sup>2</sup>

Nº	Plan Fee	Inspection Fee	Building Notice Fee
1	297.28	445.91	743.19
2	416.18	624.26	1040.44
3	535.09	802.63	1337.72
4	654.00	980.99	1634.99
5	743.18	1114.76	1857.94

### Domestic Extensions and Loft Conversions (Stage 1)

Description	Plan Fee	Inspection Fee	Building Notice Fee
Garages under 40m <sup>2</sup>	<b>£177</b>	<b>Included</b>	<b>£177</b>
Garages Over 40m <sup>2</sup> and under 60m <sup>2</sup>	<b>£177</b>	<b>£135</b>	<b>£312</b>
Extensions under 10m <sup>2</sup>	<b>£177</b>	<b>£135</b>	<b>£312</b>
Extensions Over 10m <sup>2</sup> and under 40m <sup>2</sup>	<b>£177</b>	<b>£275</b>	<b>£452</b>
Extensions over 40m <sup>2</sup> and under 60m <sup>2</sup>	<b>£177</b>	<b>£427</b>	<b>£604</b>
Room(s) in a roof space with a total floor area not exceeding 40m <sup>2</sup> *	<b>£250</b>	<b>£202</b>	<b>£452</b>
Room(s) in a roof space with a total floor area exceeding 40m <sup>2</sup> but not exceeding 60m <sup>2</sup> *	<b>£250</b>	<b>£354</b>	<b>£604</b>
Home extension or room(s) in the roof space exceeding 60m <sup>2</sup> . Based on estimated cost of the work subject to <b>minimum</b> charge of: -	<b>152.46</b>	<b>457.37</b>	<b>609.83</b>
<b>Part P STAGE 2 Fee</b> (Where applicable)	<b>N/A</b>	<b>£200</b>	<b>£200</b>

<i>Estimated Cost of Work (£)</i>	<i>FULL PLAN</i>		<i>INSPECTION</i>		<i>BUILDING NOTICE</i>	
	Excl VAT	Incl VAT	Excl VAT	Incl VAT	Excl VAT	Incl VAT
0 - 2,000	150.00	176.25	NIL	NIL	150.00	176.25
2,001 - 5,000	230.00	270.25	NIL	NIL	230.00	270.25
5,001 - 6,000	59.75	70.21	179.25	210.62	239.00	280.83
6,001 - 7,000	62.00	72.85	186.00	218.55	248.00	291.40
7,001 - 8,000	64.25	75.49	192.75	226.48	257.00	301.98
8,001 - 9,000	66.50	78.14	199.50	234.41	266.00	312.55
9,001 - 10,000	68.75	80.78	206.25	242.34	275.00	323.13
10,001 - 11,000	71.00	83.43	213.00	250.28	284.00	333.70
11,001 - 12,000	73.25	86.07	219.75	258.21	293.00	344.28
12,001 - 13,000	75.50	88.71	226.50	266.14	302.00	354.85
13,001 - 14,000	77.75	91.36	233.25	274.07	311.00	365.43
14,001 - 15,000	80.00	94.00	240.00	282.00	320.00	376.00
15,001 - 16,000	82.25	96.64	246.75	289.93	329.00	386.58
16,001 - 17,000	84.50	99.29	253.50	297.86	338.00	397.15
17,001 - 18,000	86.75	101.93	260.25	305.79	347.00	407.73
18,001 - 19,000	89.00	104.58	267.00	313.73	356.00	418.30
19,001 - 20,000	91.25	107.22	273.75	321.66	365.00	428.88
20,001 - 21,000	93.00	109.28	279.00	327.83	372.00	437.10
21,001 - 22,000	94.75	111.33	284.25	333.99	379.00	445.33
22,001 - 23,000	96.50	113.39	289.50	340.16	386.00	453.55
23,001 - 24,000	98.25	115.44	294.75	346.33	393.00	461.78
24,001 - 25,000	100.00	117.50	300.00	352.50	400.00	470.00
25,001 - 26,000	101.75	119.56	305.25	358.67	407.00	478.23
26,001 - 27,000	103.50	121.61	310.50	364.84	414.00	486.45
27,001 - 28,000	105.25	123.67	315.75	371.01	421.00	494.68
28,001 - 29,000	107.00	125.73	321.00	377.18	428.00	502.90
29,001 - 30,000	108.75	127.78	326.25	383.34	435.00	511.13
30,001 - 31,000	110.50	129.84	331.50	389.51	442.00	519.35
31,001 - 32,000	112.25	131.89	336.75	395.68	449.00	527.58
32,001 - 33,000	114.00	133.95	342.00	401.85	456.00	535.80
33,001 - 34,000	115.75	136.01	347.25	408.02	463.00	544.03
34,001 - 35,000	117.50	138.06	352.50	414.19	470.00	552.25
35,001 - 36,000	119.25	140.12	357.75	420.36	477.00	560.48
36,001 - 37,000	121.00	142.18	363.00	426.53	484.00	568.70
37,001 - 38,000	122.75	144.23	368.25	432.69	491.00	576.93
38,001 - 39,000	124.50	146.29	373.50	438.86	498.00	585.15
39,001 - 40,000	126.25	148.34	378.75	445.03	505.00	593.38
40,001 - 41,000	128.00	150.40	384.00	451.20	512.00	601.60
41,001 - 42,000	129.75	152.46	389.25	457.37	519.00	609.83
42,001 - 43,000	131.50	154.51	394.50	463.54	526.00	618.05
43,001 - 44,000	133.25	156.57	399.75	469.71	533.00	626.28
44,001 - 45,000	135.00	158.63	405.00	475.88	540.00	634.50
45,001 - 46,000	136.75	160.68	410.25	482.04	547.00	642.73
46,001 - 47,000	138.50	162.74	415.50	488.21	554.00	650.95
47,001 - 48,000	140.25	164.79	420.75	494.38	561.00	659.18
48,001 - 49,000	142.00	166.85	426.00	500.55	568.00	667.40
49,001 - 50,000	143.75	168.91	431.25	506.72	575.00	675.63

<b><i>Estimated Cost of Work (£)</i></b>	<b><i>FULL PLAN</i></b>	<b><i>INSPECTION</i></b>	<b><i>BUILDING NOTICE</i></b>
	<b>Including VAT</b>	<b>Including VAT</b>	<b>Including VAT</b>
0 - 2,000	176.25	NIL	176.25
2,001 - 5,000	270.25	NIL	270.25
5,001 - 6,000	70.21	210.62	280.83
6,001 - 7,000	72.85	218.55	291.40
7,001 - 8,000	75.49	226.48	301.98
8,001 - 9,000	78.14	234.41	312.55
9,001 - 10,000	80.78	242.34	323.13
10,001 - 11,000	83.43	250.28	333.70
11,001 - 12,000	86.07	258.21	344.28
12,001 - 13,000	88.71	266.14	354.85
13,001 - 14,000	91.36	274.07	365.43
14,001 - 15,000	94.00	282.00	376.00
15,001 - 16,000	96.64	289.93	386.58
16,001 - 17,000	99.29	297.86	397.15
17,001 - 18,000	101.93	305.79	407.73
18,001 - 19,000	104.58	313.73	418.30
19,001 - 20,000	107.22	321.66	428.88
20,001 - 21,000	109.28	327.83	437.10
21,001 - 22,000	111.33	333.99	445.33
22,001 - 23,000	113.39	340.16	453.55
23,001 - 24,000	115.44	346.33	461.78
24,001 - 25,000	117.50	352.50	470.00
25,001 - 26,000	119.56	358.67	478.23
26,001 - 27,000	121.61	364.84	486.45
27,001 - 28,000	123.67	371.01	494.68
28,001 - 29,000	125.73	377.18	502.90
29,001 - 30,000	127.78	383.34	511.13
30,001 - 31,000	129.84	389.51	519.35
31,001 - 32,000	131.89	395.68	527.58
32,001 - 33,000	133.95	401.85	535.80
33,001 - 34,000	136.01	408.02	544.03
34,001 - 35,000	138.06	414.19	552.25
35,001 - 36,000	140.12	420.36	560.48
36,001 - 37,000	142.18	426.53	568.70
37,001 - 38,000	144.23	432.69	576.93
38,001 - 39,000	146.29	438.86	585.15
39,001 - 40,000	148.34	445.03	593.38
40,001 - 41,000	150.40	451.20	601.60
41,001 - 42,000	152.46	457.37	609.83
42,001 - 43,000	154.51	463.54	618.05
43,001 - 44,000	156.57	469.71	626.28
44,001 - 45,000	158.63	475.88	634.50
45,001 - 46,000	160.68	482.04	642.73
46,001 - 47,000	162.74	488.21	650.95
47,001 - 48,000	164.79	494.38	659.18
48,001 - 49,000	166.85	500.55	667.40
49,001 - 50,000	168.91	506.72	675.63