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Building control fees

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Basis of application - Standard charges

Standard charges includes works of drainage in connection with the erection or extension of a building or buildings, even where those works are commenced in advance of the plans for the building(s) being deposited.

These standard charges have been set by the authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques (details available from the authority) and/or the duration of the building work from commencement to completion does not exceed 12 months.

The charges have also been set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the design and building work referred to in the standard charges tables, which they are undertaking. If not, the work may incur supplementary charges.

Plan and inspection charges

The plan charge and inspection charge are listed in the following tables.

Building notice charge

The Building Notice charge is equal to the total plan and inspection charge plus 10%.

Reversion charge

These charges will be individually determined

Regularisation charge

These charges will be individually determined

Table A

Standard charges for the erection of new dwellings or conversion of a building to form dwellings. All charges include VAT at the rate of 20%

New dwellings - new build up to 300 m² and 3 storeys

Number of dwellings	Plan charge	Inspection charge (IC)	Building notice charge (BN)	Part P* additional
1	£250	£400	£715	£120
2	£250	£650	£990	£120
3	£350	£750	£1210	£240
4	£450	£850	£1430	£240

5	£550	£950	£1650	£360
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New dwellings - formed by conversion

Number of dwellings	Plan charge	Inspection charge (IC)	Building notice charge (BN)	Part P* additional
1	£200	£350	£600	£120
2	£250	£550	£880	£120
3	£350	£650	£1100	£240
4	£450	£750	£1320	£240
5	£450	£945	£1535	£360

Individually determined charges

- The regularisation of any work would normally be subject to an individual charge
- Work consisting of the erection or conversion of 6 or more dwellings or flats
- Work consisting of the erection of dwellings or flats where the total floor area of any dwelling or flat exceeds 300 m² or 3 storeys

Part P

Any notifiable fixed electrical installations which form part of your proposal should be carried out by a registered Part P electrician. If not, your application fee will be subject to an additional fee as indicated in the schedule above. For further information please contact the [building control team](#).

A Part P registered electrician is a qualified electrician who is registered under a government approved competent persons scheme. In order to recover the local authority costs the additional charge is payable if anyone other than a Part P registered electrician undertakes the electrical work.

Table B

Extensions to an existing dwelling. All charges include VAT at the rate of 20%

Domestic extensions

Category	Description	Plan charge	Inspection charge (IC)	Building notice charge (BN)	Part P* additional IC, BN, RG Charge
1	Extension with floor area not exceeding 10 m ²	£150	£200	£385	£120
2	Extension with floor area exceeding 10 m ² but not exceeding 40m ²	£150	£300	£495	£120
3	Loft conversion up to 40 m ²	£150	£200	£385	£120
4	Loft conversion up to 40 m ² that includes a dormer window	£150	£300	£495	£120
5	Erection or extension of a detached or attached domestic garage or carport with floor area not exceeding 40 m ²	£150	£100	£275	£120
	Erection or extension of a detached or attached domestic				

6	garage or carport with floor area exceeding 40 m ² but not exceeding 80 m ²	£150	£200	£385	£120
7	Conversion of a domestic garage to a habitable room(s)	£150	£150	£330	£120

* The Part P additional charge should be added when a person who is not a Part P registered electrician carries out notifiable electrical work.

Part P

Any notifiable fixed electrical installations which form part of your proposal should be carried out by a registered Part P electrician. If not, your application fee will be subject to an additional fee as indicated in the schedule above. For further information please contact the [building control team](#).

A Part P registered electrician is a qualified electrician who is registered under a government approved competent persons scheme. In order to recover the local authority costs the additional charge is payable if anyone other than a Part P registered electrician undertakes the electrical work.

Notes

1. The erection of a dormer window includes any works to raise the height of any part of the roof as part of the proposal. This includes changing a hipped roof to a gable or any works to increase the head height available by lifting the roof.

Table C

Other works to existing dwellings. All charges include VAT at the rate of 20%

Alterations and other works

Category	Description	Basis	Plan charge	Inspection charge (IC)	Building notice charge (BN)	Reduction for work carried out at the same time as work in table B
1	Any installation of a controlled fitting or other building work or alteration in connection with an extension	Included in charge for extension				
2	Renovation of a thermal element to a single dwelling or flat	Fixed price	£150	£0	£150	50%
3	Replacement windows (Installation in multi flat buildings or a single dwelling over 20 windows subject to an individual charge)	Fixed price per dwelling/flat up to 20 windows	£120	£0	£120	50%
4	Internal alterations (inc structural) and installation of fittings other than electrical work (Work costing in excess of £20K subject to an individual charge)	Fixed price based on cost of work				
		up to £5,000	£200	£0	£220	50%
		£5-10,000	£250	£0	£275	50%
		£10-£20,000	£150	£150	£330	50%
5	Electrical work	Fixed price based on type of work				
		Electrical work other than rewire	£150	£0	£150	50%
		The rewire of a dwelling including a new consumer unit	£250	£0	£250	50%

Notes

1. The reduction indicated applies to the charge for any work in categories 2-5 above which is carried out at the same time as chargeable works undertaken from table B. For example, if you intend to extend a dwelling with an extension between 10-40m² and at the same time you install a replacement charge for the replacement windows will be reduced by 50% from £120 to £60.
2. Work in connection with an extension (see table B) for which a fee is payable does not also require a fee. For example any structural alterations to form an opening into a new extension are included in the fee payable for the extension.

If you are carrying out multiple extensions and/or alterations on more than one dwelling there may be scope for the authority to reduce the standard charge.

Should your proposed building work be subject to an individual charge, please contact [building control](#)

Table D

New non domestic buildings and extensions. All charges include VAT at the rate of 20%

Floor space banding	Industrial and storage		Other use classes including other residential, shop, office assemble, creation	
	Inspection charge	Plan charge	Inspection charge	
Not exceeding 10 m ²	£150	£150	£150	£200
Floor area exceeding 10 m ² but not exceeding 40 m ²	£150	£250	£150	£350
Floor area exceeding 40 m ²	Individual charge	Individual charge	Individual charge	Individual charge

Table E

All other work and alterations to non domestic buildings. All charges include VAT at the rate of 20%

Category	Description	Basis	Plan charge	Inspection charge
1	Any work or installation of fittings in connection with a new building or extension.	Included in main charge		
2	Window replacement	Fixed price based on numbers		
		Up to 20 windows and or doors	£150	£150
		Over 20 windows	Individual charge	Individual charge
3	Renovation of a thermal element	Fixed price		
		Cost up to £20,000	£150	£0
		Cost over £20,000	Individual charge	Individual charge
		Estimated cost		

4	Alterations and works not described elsewhere including structural alterations and installation of controlled fittings	Up to £5,000	£200	£0
		£5-£10,000	£250	£0
		£10-£20,000	£150	£200
		£20-£30,000	£150	£300
		£30-£50,000	£150	£450
		Over £50,000	Individual charge	Individual charge
5	Shop and office fit out works	Fixed price based on floor space bands		
		Up to 200m ²	£150	£200
		200-500m ²	£150	£350
		Over 500m ²	Individual charge	Individual charge

Note

1. Work in connection with an extension or new building (see table D) for which a fee is payable does not require a fee. For example any structural alterations to form an opening into a new extension are included in the fee payable for the extension.

Supplementary charges

If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by a building control body. That evidence is in the form of a Building Regulations Completion / Final Certificate and / or an Approval of Initial Notice.

Legal entitlement to a Completion Certificate is subject to conditions. In cases where the council is not told that the building work is completed is not issued. Despite the best efforts of the council's building control surveyors, many applicants who undertake building works fail to obtain a Completion Certificate and their application is archived. In cases such as there, charges are payable for reopening archived files and carrying out site visits to verify compliance.

We will, however, discount the first hour of an officers time in dealing with these instances. This hour would normally cover the length of time to review an archived file and determine what information we require prior to the issue of a completion certificate. Should we be required to spend additional time requesting information or making site visits, the charges indicated below will be payable.

Other charges are payable where we are asked to withdraw a building regulations application and refund fees, or asked to redirect fee invoices. Fees are payable in cleared funds before release of any authorised documents or other actions listed below.

Archived applications	Charge (inc VAT at 20%)
Process request to re-open archived building control file, resolve case and issue completion certificate	£90 per hour or part thereof
Each visit to site in connection with resolving archived building control cases	£45 per site visit

Withdrawn application	Charge (inc VAT at 20%)
Process request	£30 administration fee
With additional fees of...	

Withdraw building notice application where no inspections have taken place	refund submitted fee less admin fee
Withdraw building notice application where inspections have taken place	refund submitted fee less admin fee, less £45 per site visit made
Withdraw full plans application without plans being checked or any site inspections take place	refund submitted fee less admin fee
Withdraw full plans application after plan assessment but before any site inspections take place	refund inspection fee (where paid up-front) less admin fee
Withdraw full plans application after plan assessment and after site visits take place	refund any paid inspection fee less admin fee, less £45 per site visit made

Other Charges	Charge
Process request to re-invoice inspection fee to new address	£30 administration fee
Issue copy of previously issued completion certificate or approval / acceptance document	£20
Supply of non-standard data and information regarding Competent Persons Scheme and submissions	£10
Application to demolish existing property under Section 80 of the Building Act 1984 and issuing the counter notice under Section 81 of the Building Act 1984.	£150

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