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

<table>
<thead>
<tr>
<th>Number of dwellings</th>
<th>Plan charge</th>
<th>Inspection charge (IC)</th>
<th>Building notice charge (BN)</th>
<th>Part P* additional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>£250</td>
<td>£400</td>
<td>£715</td>
<td>£120</td>
</tr>
<tr>
<td>2</td>
<td>£250</td>
<td>£650</td>
<td>£990</td>
<td>£120</td>
</tr>
<tr>
<td>3</td>
<td>£350</td>
<td>£750</td>
<td>£1210</td>
<td>£240</td>
</tr>
<tr>
<td>4</td>
<td>£450</td>
<td>£850</td>
<td>£1430</td>
<td>£240</td>
</tr>
<tr>
<td>5</td>
<td>£550</td>
<td>£950</td>
<td>£1650</td>
<td>£360</td>
</tr>
</tbody>
</table>
New dwellings - formed by conversion

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

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

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Plan charge</th>
<th>Inspection charge (IC)</th>
<th>Building notice charge (BN)</th>
<th>Part P* additional IC, BN, RG Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Extension with floor area not exceeding 10 m²</td>
<td>£150</td>
<td>£200</td>
<td>£385</td>
<td>£120</td>
</tr>
<tr>
<td>2</td>
<td>Extension with floor area exceeding 10 m² but not exceeding 40m²</td>
<td>£150</td>
<td>£300</td>
<td>£495</td>
<td>£120</td>
</tr>
<tr>
<td>3</td>
<td>Loft conversion up to 40 m²</td>
<td>£150</td>
<td>£200</td>
<td>£385</td>
<td>£120</td>
</tr>
<tr>
<td>4</td>
<td>Loft conversion up to 40 m² that includes a dormer window</td>
<td>£150</td>
<td>£300</td>
<td>£495</td>
<td>£120</td>
</tr>
<tr>
<td>5</td>
<td>Erection or extension of a detached or attached domestic garage or carport with floor area not exceeding 40 m²</td>
<td>£150</td>
<td>£100</td>
<td>£275</td>
<td>£120</td>
</tr>
<tr>
<td>6</td>
<td>Erection or extension of a detached or attached domestic garage or carport with floor area exceeding 40 m² but not</td>
<td>£150</td>
<td>£200</td>
<td>£385</td>
<td>£120</td>
</tr>
</tbody>
</table>
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%

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

**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%

<table>
<thead>
<tr>
<th>Floor space banding</th>
<th>Industrial and storage</th>
<th>Other use classes including other residential, shop, office assemble, creation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan charge</td>
<td>Inspection charge</td>
<td>Plan charge</td>
</tr>
<tr>
<td>Not exceeding 10 m²</td>
<td>£150</td>
<td>£150</td>
</tr>
<tr>
<td>Floor area exceeding 10 m² but not exceeding 40 m²</td>
<td>£150</td>
<td>£250</td>
</tr>
<tr>
<td>Floor area exceeding 40 m²</td>
<td>Individual charge</td>
<td>Individual charge</td>
</tr>
</tbody>
</table>

Table E

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

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Basis</th>
<th>Plan charge</th>
<th>Inspection charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Any work or installation of fittings in connection with a new building or extension.</td>
<td>Included in main charge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Window replacement</td>
<td>Fixed price based on numbers</td>
<td>£150</td>
<td>£150</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Renovation of a thermal element</td>
<td>Fixed price</td>
<td>£150</td>
<td>£0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cost up to £20,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cost over £20,000</td>
<td>Individual charge</td>
<td>Individual charge</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Estimated cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Up to £5,000</td>
<td>£200</td>
<td>£0</td>
</tr>
</tbody>
</table>
Alterations and works not described elsewhere including structural alterations and installation of controlled fittings

<table>
<thead>
<tr>
<th>Range</th>
<th>Charge (inc VAT at 20%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>£5-£10,000</td>
<td>£250 £0</td>
</tr>
<tr>
<td>£10-£20,000</td>
<td>£150 £200</td>
</tr>
<tr>
<td>£20-£30,000</td>
<td>£150 £300</td>
</tr>
<tr>
<td>£30-£50,000</td>
<td>£150 £450</td>
</tr>
<tr>
<td>Over £50,000</td>
<td>Individual charge</td>
</tr>
<tr>
<td></td>
<td>Individual charge</td>
</tr>
</tbody>
</table>

Shop and office fit out works

<table>
<thead>
<tr>
<th>Range</th>
<th>Charge (inc VAT at 20%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 200m²</td>
<td>£150 £200</td>
</tr>
<tr>
<td>200-500m²</td>
<td>£150 £350</td>
</tr>
<tr>
<td>Over 500m²</td>
<td>Individual charge</td>
</tr>
<tr>
<td></td>
<td>Individual charge</td>
</tr>
</tbody>
</table>

**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 it 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 these, charges are payable for reopening archived files and carrying out site visits to verify compliance.

We will, however, discount the first hour of an officer’s 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**

<table>
<thead>
<tr>
<th>Description</th>
<th>Charge (inc VAT at 20%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process request to re-open archived building control file, resolve case and issue completion certificate</td>
<td>£90 per hour or part thereof</td>
</tr>
<tr>
<td>Each visit to site in connection with resolving archived building control cases</td>
<td>£45 per site visit</td>
</tr>
</tbody>
</table>

**Withdrawn application**

<table>
<thead>
<tr>
<th>Description</th>
<th>Charge (inc VAT at 20%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process request</td>
<td>£30 administration fee</td>
</tr>
<tr>
<td>With additional fees of...</td>
<td></td>
</tr>
<tr>
<td>Withdraw building notice application where no inspections have taken place</td>
<td>refund submitted fee less admin fee</td>
</tr>
</tbody>
</table>
### Other Charges

<table>
<thead>
<tr>
<th>Description</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process request to re-invoice inspection fee to new address</td>
<td>£30 administration fee</td>
</tr>
<tr>
<td>Issue copy of previously issued completion certificate or approval / acceptance document</td>
<td>£20</td>
</tr>
<tr>
<td>Supply of non-standard data and information regarding Competent Persons Scheme and submissions</td>
<td>£10</td>
</tr>
<tr>
<td>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.</td>
<td>£150</td>
</tr>
</tbody>
</table>