

Hartlepool Borough Council  
Regeneration and Neighbourhoods  
BUILDING CONTROL  
Level 1, Civic Centre  
Victoria Road  
Hartlepool  
TS24 8AY



# HARTLEPOOL BOROUGH COUNCIL

## **BUILDING CONTROL**

Scheme for the recovery of Building  
Regulations charges  
2019 onwards

**NEW BUILDING REGULATION  
CHARGES - Effective 1<sup>st</sup> May 2019**





## **1.0 Introduction**

- 1.1 The charges scheme is made under 'The Building (Local Authority Charges) Regulations 2010' and comes into effect on the **1<sup>st</sup> May 2019**.

It will remain in force until it is amended or modified in accordance with the above regulations.

Please note this document should be read in conjunction with 'The Building (Local Authority Charges) Regulations 2010'.

## 2.0 Definitions

The following definitions apply to this Charging Scheme and should be read in conjunction with the other clauses and tables which constitute the Charging Scheme:

**‘the Act’** - means The Building Act 1984

**‘building’** - means any permanent or temporary building but not any other kind of structure or erection, and a reference to a building includes a reference to part of a building.

**‘building notice’** - means a notice given in accordance with regulations 12(2)(a) and 13 of the Building Regulations 2010 (as amended).

**‘building usage’** - means for the purposes of this scheme, the purpose groups set out in Approved Document B of the Building Regulations 2010 (as amended).

**‘building work’** means:

- (a) the erection or extension of a building;
- (b) the provision or extension of a controlled service or fitting in or in connection with a building;
- (c) the material alteration of a building, or a controlled service or fitting;
- (d) work required by building regulation 6 (requirements relating to material change of use);
- (e) the insertion of insulating material into the cavity wall of a building;
- (f) work involving the underpinning of a building;
- (g) work required by building regulation 22 (requirements relating a change of energy status);
- (h) work required by building regulation 23 (requirements relating thermal elements);
- (i) work required by building regulation 28 (consequential improvements to energy performance);

**‘change of use’** - means a material change of use as set out in regulation 5 of the Building Regulations 2010 (as amended).

**‘chargeable function’** - means a function relating to the following –

- (a) the passing or rejection of plans of proposed building work which has been deposited with the council in accordance with section 16 of the Building Act 1984 (as amended).
- (b) the inspection of building work for which plans have been deposited with the council in accordance with the Building Regulation 2000 (as amended) and with section 16 of the Building Act 1984 (as amended)
- (c) the consideration of a building notice which has been given to the council in accordance with the Building Regulations 2010 (as amended)
- (d) the consideration of building work reverting to the council under the Building (Approved Inspectors etc.) Regulations 2010 (as amended)
- (e) the consideration of a regularisation application submitted to the council under regulation 18 of the Building Regulations 2010 (as amended).

**‘cost’** - does not include any professional fees paid to an architect, quantity surveyor or any other person.

**‘dwelling’** - includes a dwelling-house and a flat.

**‘dwelling-house’** - does not include a flat or a building containing a flat.

**‘flat’** - means a separate and self-contained premises constructed or adapted for use for residential purposes and forming part of a building from some other part of which it is divided horizontally.

**‘floor area of a building or extension’** - is the total floor area of all the storeys which comprise that building. It is calculated by reference to the finished internal faces of the walls enclosing the area, or, if at any point there is no enclosing wall, by reference to the outermost edge of the floor.

## 2.0 Definitions

**'relevant person'** means:

- (a) in relation to a plan charge, inspection charge, reversion charge or building notice charge, the person who carries out the building work or on whose behalf the building work is carried out;
- (b) in relation to a regularisation charge, the owner of the building; and
- (c) in relation to chargeable advice, any person requesting advice for which a charge may be made pursuant to the definition of 'chargeable advice'

**'Other Residential (Institutional and Other Residential) building'** - Approved document B: Volume 2 table D1 states that:

- 2(a) Institutional - Hospital, home, school or other similar establishment used as living accommodation for, or for the treatment, care or maintenance of persons suffering from disabilities due to illness or old age or other physical or mental incapacity, or under the age of 5 years, or place of lawful detention, where such persons sleep on the premises.
- 2(b) Other - Hotel, boarding house, residential college, hall of residence, hostel and any other residential purpose not described above

**'Assembly and Recreational building'** - Approved document B: Volume 2 table D1 states that: Place of assembly, entertainment or recreation; including bingo halls, broadcasting, recording and film studios open to the public, casinos, dance halls; entertainment, conference, exhibition and leisure centres; funfairs and amusement arcades; museums and art galleries; non-residential clubs, theatres, cinemas and concert halls; educational establishments, dancing schools, gymnasia, swimming pool buildings, riding schools, skating rinks, sports pavilions, sports stadia; law courts; churches and other buildings of worship, crematoria; libraries open to the public, non-residential day centres, clinics, health centres and surgeries; passenger stations and termini for air, rail, road or sea travel; public toilets; zoos and menageries.

**'Industrial and storage building'** - Approved document B: Volume 2 table D1 states that: Factories and other premises used for manufacturing, altering, repairing, cleaning, washing, breaking-up, adapting or processing any article; generating power or slaughtering livestock.

Place for the storage or deposit of goods or materials (other than described under 7(b)) and any building not within any of the Purpose Groups 1 to 6.

Car parks designed to admit and accommodate only cars, motorcycles and passenger or light goods vehicles weighing no more than 2500kg gross.

**'Office'** - Approved document B: Volume 2 table D1 states that:

Offices or premises used for the purpose of administration, clerical work (including writing, book keeping, sorting papers, filing, typing, duplicating, machine calculating, drawing and the editorial preparation of matter for publication, police and fire and rescue service work), handling money (including banking and building society work), and communications (including postal, telegraph and radio communications) or radio, television, film, audio or video recording, or performance (not open to the public) and their control.

**'Shop and Commercial'** - Approved document B: Volume 2 table D1 states that:

Shops or premises used for a retail trade or business (including the sale to members of the public of food or drink for immediate consumption and retail by auction, self-selection and over-the-counter wholesale trading, the business of lending books or periodicals for gain and the business of a barber or hairdresser and the rental of storage space to the public) and premises to which the public is invited to deliver or collect goods in connection with their hire repair or other treatment, or (except in the case of repair of motor vehicles) where they themselves may carry out such repairs or other treatments.

### 3.0 Principles of this Scheme

3.1 The set charges or method of establishing the charge have been established in this scheme for the functions prescribed in the Building (Local Authority Charges) Regulations 2010 (referred to as the chargeable functions), namely:

- **A plan charge**, payable when plans of the building work are deposited with the Local Authority.
- **An inspection charge**, payable on demand after the authority carry out the first inspection in respect of which the charge is payable.
- **A building notice charge**, payable when the building notice is given to the authority.
- **A reversion charge**, payable for building work in relation to a building: -
  - Which has been substantially completed before plans are first deposited with the Authority in accordance with Regulation 19(2)(a)(i) of the Approved Inspectors Regulations, or
  - In respect of which plans for further building work have been deposited with the Authority in accordance with the Regulation 19(3) of the Approved Inspectors Regulations, on the first occasion on which those plans are or have been deposited.
- **A regularisation charge**, payable at the time of the application to the authority in accordance with Regulation 18 of the Building Regulations.
- **Chargeable advice**, LAs can make a charge for giving advice in anticipation of the future exercise of their chargeable functions (i.e. before an application or notice is received for a particular case), which is payable after the first hour of advice, on demand after the authority has given notice required by Regulation 7(7) of the Building (Local Authority) Charges Regulations 2010 (i.e. the charge has been confirmed in writing following an individual determination). This charge can be discounted from a subsequent application or notice received for the work in question.

3.2 The above charges are payable by the relevant person (see definitions).

3.3 Any charge which is payable to the authority may, in a particular case, and with the agreement of the authority, be paid by instalments of such amounts payable on such dates as may be specified by the authority. If the applicant and an authority are agreeable, an inspection charge can be fully or partly paid up front with the plans charge.

3.4 The charge for providing a chargeable function or chargeable advice is based on the principle of achieving full cost recovery. The charges will be calculated by using the Council officers' average hourly rate stated in the charging scheme, multiplied by the time taken to carry out the functions/advice, taking the following factors into account, as applicable, in estimating the time required by officers to carry out the function/advice:

1. The existing use of a building, or the proposed use of the building after completion of the building work;
2. The different kinds of building work described in regulation 3(1)(a) to (i) of the Building Regulations;
3. The floor area of the building or extension;

4. The nature of the design of the building work and whether innovative or high risk construction techniques are to be used;
5. The estimated duration of the building work and the anticipated number of inspections to be carried out;
6. The estimated cost of the building work;
7. Whether a person who intends to carry out part of the building work is a person mentioned in regulation 20 of the Building Regulations (i.e. related to competent person/self certification schemes);
8. Whether in respect of the building work a notification will be made in accordance with regulation 19 of the Building Regulations (i.e. where design details approved by Robust Details Ltd have been used);
9. Whether an 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;
10. Whether 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 deposited or building works inspected by the same local authority;
11. Whether chargeable advice has been given, which is likely to result in less time being taken by a local authority to perform that function;
12. Whether it is necessary to engage and incur the costs of a consultant to provide specialist advice in relation to a particular aspect of the building work (i.e. additional complex structural calculations or fire engineering designs etc).

#### **4.0 Principals of the scheme in respect of the erection of domestic buildings, garages, carports and extensions**

Where the charge relates to an erection of a dwelling the charge includes for the provision of a single storey detached or attached domestic garage or carport up to 100m<sup>2</sup> in floor area providing it is constructed at the same time as the dwelling.

Where any building work comprises or includes the erection of more than one extension to a building, the total floor areas of all such extensions can be aggregated to determine the relevant charge payable, providing that the building work for all aggregated extensions is carried out at the same time.

#### **5.0 Exemption from charges**

- 5.1 The Authority has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing dwelling that is, or is to be, occupied by a disabled person as a permanent residence; and where the whole of the building work in question is solely-
  - (a) for the purpose of providing means of access for the disabled person by way of entrance or exit to or from the dwelling or any part of it, or
  - (b) for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of the disabled person.
- 5.2 The council has not fixed by means of its scheme, nor intends to recover a charge for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of a disabled person in relation to an existing

dwelling, which is, or is to be, occupied by that disabled person as a permanent residence where such work consists of-

- (a) the adaptation or extension of existing accommodation or an existing facility or the provision of alternative accommodation or an alternative facility where the existing accommodation or facility could not be used by the disabled person or could be used by the disabled person only with assistance; or
- (b) the provision of extension of a room which is or will be used solely-
  - (i) for the carrying out for the benefit of the disabled person of medical treatment which cannot reasonably be carried out in any other room in the dwelling, or
  - (ii) for the storage of medical equipment for the use of the disabled person, or
  - (iii) to provide sleeping accommodation for a carer where the disabled person requires 24-hour care.

5.3 The council has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing building to which members of the public are admitted (whether on payment or otherwise); and where the whole of the building work in question is solely-

- (a) for the purpose of providing means of access for disabled persons by way of entrance or exit to or from the building or any part of it; or
- (b) for the provision of facilities designed to secure the greater health, safety, welfare or disabled persons.

Note: '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, as extended by virtue of Section 8(2) of the Mental Health Act 1959, applied but disregarding the amendments made by paragraph 11 of Schedule 13 to the Children Act 1989. The words in section 8(2) of the Mental Health Act 1959 which extend the meaning of disabled person in section 29(1) of the National Assistance Act 1948, are prospectively repealed by the National Health Service and Community Care Act 1990, section 66(2), Schedule 10, as from a day to be appointed.

## 6.0 Information required to determine charges

If the authority requires additional information to enable it to determine the correct charge the authority can request the information under the provisions of regulation 9 of The Building (Local Authority Charges) Regulation 2010.

The standard information required for all applications is detailed on the authority's Building Regulation application forms. This includes the existing and proposed use of the building and a description of the building work

Additional information may be required in relation to –

- The floor area of the building or extension
- The estimated duration of the building work and the anticipated number of inspections to be carried out.
- The use of competent persons or Robust Details Ltd.
- Any accreditations held by the builder or other member of the design team.
- The nature of the design of the building work and whether innovative or high-risk construction is to be used.



- The estimated cost of the building work. If this is used as one of the factors in establishing a charge 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).

## **7.0 Establishing the Charge**

- 7.1 The authority has established standard charges using the principles contained within The Building (Local Authority Charges) Regulation 2010. Standard charges are detailed in the following tables. In the tables below any reference to number of storeys includes each basement level as one-storey and floor areas are cumulative.
- 7.2 If the building work you are undertaking is not listed as a standard charge it will be individually determined in accordance with the principles and relevant factors contained within The Building (Local Authority Charges) Regulation 2010. If the authority considers it necessary to engage and incur the costs of a consultant to provide specialist advice or services in relation to a particular aspect of building work, those costs shall also be included in setting the charge.
- 7.3 When the charge is individually determined the authority shall calculate the charge in the same way a standard charge was set by using the average hourly rate of officers' time, multiplied by the estimated time taken to carry out their building regulation functions in relation to that particular piece of building work and taking into account the applicable factors listed in regulation 7(5) of the charges regulations.
- 7.4 Individually determined charges will be confirmed in writing specifying the amount of the charge and the factors that have been taken into account in determining the charge.
- 7.5 The building regulation charges for the following types of building work will be individually determined and the authority will state which factors in regulation 7(5) of the charges regulations it has taken into account in establishing a standard or individually determined charge:
- A reversion charge;
  - Building work is in relation to more than one building or;
  - Building work consisting of alterations to any use of non-domestic building where the estimated cost exceeds £25,000 or;
  - Work consisting of a non-domestic extension or new build and the floor area exceeds 200m<sup>2</sup> or;
  - Building work consisting of alterations to any use of domestic building where the estimated cost exceeds £50,000 or;
  - Work consisting of a single storey domestic extension over 100m<sup>2</sup> or;
  - Work consisting of a two storey domestic extension over 200m<sup>2</sup> or;
  - Work consisting of a domestic garage or carport with a floor area over 100m<sup>2</sup> or;
  - Work consisting of the erection or conversion of 10 or more dwellings or;
  - Work consisting of the erection or conversion of dwellings where the floor area of each dwelling exceeds 300m<sup>2</sup> or;
  - Any other work when the estimated cost of work exceeds £250,000 or;
  - Non domestic window or shop fronts of more than 50 windows

- Where more than one standard charge applies to the building work and, with the agreement of the relevant person, the authority will establish the charge by individually determining the charge.
- Where in accordance with Regulation 7(5)(i) of the charges regulations 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.

## **8.0 Other matters relating to calculation of charges**

- In calculating these charges, refunds or supplementary charges, an officer hourly rate of £59 excl. VAT has been used.
- Any charge payable to the authority shall be paid with an amount equal to any value added tax payable in respect of that charge.
- Charges are not payable for the first hour when calculating an advice charge
- The authority accepts payment by instalment in respect of all building work where the total charge exceeds £500. The authority on request will specify the amounts payable and dates on which instalments are to be paid.

## **9.0 Reductions**

The authority shall make a reduction in a standard or individually determined charge when chargeable advice has been given and paid for before receipt of an application or notice for proposed building work, which is likely to result in less time being taken by the local authority to perform the chargeable function for that work.

When it is intended to carry out additional building work on a dwelling at the same time that any of the work to which Table C relates then the charge for category 4 work up to £1,000 and category 5 work up to 5 windows can be reduced by 50%.

## **10.0 Refunds and supplementary charges**

- 10.1 If on the basis on which the standard charge or individually determined charge has been set changes, the local authority will refund or request a supplementary charge and provide a written statement setting out the basis of the refund/supplementary charge and also state how this has been calculated. In the calculation of refunds/supplementary charges no account shall be taken of the first hour of an officer's time.
- 10.2 Supplementary charges are shown in the tables of standard charges and supplementary charges will also be made in relation to individually assessed charges when work, or the relevant part of the work, has been, or intends to be carried out by a person mentioned in regulation 19 or 20(4) of the Building Regulations in respect of that part of the work, (*i.e. competent person/self-certification or other defined non-notifiable work*).
- 10.3 Certain charges are calculated by reference to the total aggregated time taken to discharge the required function. The Plan Charge and Inspection charges are therefore not necessarily split in accordance with the general percentage split as set out above.

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

11.1 Your attention is drawn to Regulation 8(2) of the Building (Local Authority Charges) Regulations 2010, which explains that plans are not treated as being deposited for the purposes of Section 16 of the Building Act or building notices given unless the Council has received the correct and full applicable charge. In other words, relevant timescales do not start until the agreed payment has been made.

The debt recovery team of the authority will also pursue any non-payment of inspection charges.

## **12.0 Complaints about Charges**

12.1 If you have a complaint about the level of charges you should initially raise your concern with the relevant officer. The council has a comprehensive complaint handling process. If your complaint is not satisfactorily responded to by the officer concerned, details of how to resolve your complaint is available on request and can be viewed on the council's web site.

## **13.0 Publicity**

13.1 The Local Authority shall, not less than seven days before the coming into effect publish the fact that a charging scheme or an amended charging scheme has been made, the date on which it comes into effect and the address and times at which a copy of the charging scheme may be inspected free of charge

## **14.0 Transitional Provisions**

14.1 The Council's scheme for the recovery of charges dated 1st January 2012 continues to apply in relation to building work for which plans were first deposited, a building notice given, a reversion charge becoming payable, or a regularisation application is made, before 8<sup>th</sup> January 2019.

## **15.0 Monitoring and Review**

15.1 The Council will monitor the charges within this scheme in order to meet the accounting requirements contained in the regulations

15.2 Periodic amendments or replacement of this scheme may be necessary. Any such amendment or replacement shall be subject to the publicity requirements above.

## **16.0 Standard charges**

16.1 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.

16.2 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 (clarification is available from the authority). The duration of the building work from commencement to completion does not exceed 12 months.

16.3 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 that they are undertaking. If not, the work may incur supplementary charges.

16.4 If chargeable advice has been given in respect of any of the work detailed in these tables and this is likely to result in less time being taken by the authority when a submission is made then a reduction to the standard charge may be made. If no submission is received within 6 months or a submission is made other than to this authority then an invoice will be issued for the cost of this advice.

#### **16.5 Plan and Inspection Charges**

The plan charge and inspection charge are listed in tables A to E.

#### **16.6 Building Notice Charge**

The Building Notice charge is the plan and inspection charge added and is listed in tables A to E.

#### **16.7 Reversion Charge**

These charges will be individually determined

#### **16.8 Regularisation Charge**

The charge is listed in listed in tables A to E.

### **17.0 Further Advice**

17.1 Further information and advice concerning Building Regulation charges can be obtained from:

Garry Hutchison MRICS  
Building Control Manager  
Hartlepool Borough Council  
Regeneration and Neighbourhoods  
Level 1, Civic Centre  
Victoria Road  
Hartlepool  
TS24 8AY

**TABLE A - Standard charges for the creation or conversion to a new dwelling**

**(All charges are subject to VAT at current rate  
– apart from the Regularisation charge)**

Number of Dwellings / types	Full Plans charge (£)		Building Notice Charge (£)	Regularisation charge (£)	
	Plan appraisal	Inspection		Plan appraisal	Inspection
1	175.00	425.00	Please see note 4) below for the calculation of the Building Notice charge	225	560
2	225.00	591.67		312	780
3	308.33	758.33		416	1,040
4	395.83	958.33		520	1,300
5	450.00	1,008.33		560	1,400
6	504.17	1,183.33		648	1,620
7	533.33	1,267.67		688	1,720
8	591.67	1,433.33		776	1,940
9	650.00	1,484.00		876	2,040
10	700.00	1,658.33		904	2,260

Note:

- 1) For more than 10 dwellings, or if the floor area of a dwelling exceeds 300m<sup>2</sup> the charge will be individually determined;
- 2) The number of “dwelling types” should be used for the plan appraisal charge;
- 3) The total number of “dwellings” on site should be used for the inspection charge;
- 4) For the Building Notice Charge - the number of dwelling types should be used for the plan appraisal element of the charge and not the total number of dwellings on site. The total number of dwellings on site should be used for the inspection element of the charge – from this the two are added together to give the Building Notice charge;
- 5) Additional charge £358.33\*

\* An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.

**TABLE B - Domestic extensions to a single domestic building  
(all charges are subject to VAT at current rate)**

Category	Description	Plan appraisal Charge £	Inspection Charge £	Building Notice Charge £	Regularisation charge £
1	Single storey extension with an internal floor area not exceeding 3m <sup>2</sup>	83.33	166.67	250.00	360
2	Single storey extension with an internal floor area exceeding 3m <sup>2</sup> but not exceeding 10m <sup>2</sup>	116.67	208.33	325.00	470
3	Single storey extension with an internal floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	200.00	275.00	475.00	640
4	Single storey extension with an internal floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	225.00	358.33	583.33	820
5	Two storey extension with an internal floor area not exceeding 40m <sup>2</sup>	200.00	300.00	500.00	700
6	Two storey extension with an internal floor area exceeding 40m <sup>2</sup> but not exceeding 200m <sup>2</sup>	250.00	358.33	608.33	850
7	A loft conversion that does not include the construction of a dormer	200.00	241.67	441.67	650
8	A loft conversion that includes the construction of a dormer	225.00	266.67	491.67	720
9	Erection or extension of a non exempt detached or attached domestic garage or carport with a floor area up to 40m <sup>2</sup>	58.33	116.67	175.00	260
10	Erection or extension a detached or attached domestic garage or carport with a floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	83.33	125.00	208.33	320
11	Conversion (or part conversion) of a garage to a dwelling to form a habitable room or rooms	108.33	116.67	225.00	330
12	Alterations to extend or create a basement up to an internal floor area of 100m <sup>2</sup>	200.00	241.67	441.67	620

Note:

- An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge. £358.33
- Also an additional charge may be payable where complex structural calculations have or need to be submitted as part of the work not complying with the guidance offered in AD A. It is additional to the plan charge, building notice charge or regularisation charge.

**TABLE C - Domestic alterations to a single domestic building  
(All charges are subject to VAT at current rate)**

Category of Work	Basis of Charge	Plan Charge £ (hours)	Inspection Charge £ (hours)	Building Notice Charge £ (hours)	Regularisation charge
1 Underpinning	Up to 40m in total length.	83.33	166.67	250.00	<b>340.00</b>
2 Renovation of thermal element(s)	To a single dwelling.	150.00	0.00	150.00	<b>220.00</b>
3 Internal / external alterations, installation of fittings (not electrical or windows) and / or structural alterations.  (No additional charge for works ancillary to the building of an extension)  <i>(Fixed price based on cost bands)</i>	Estimated cost up to £500	83.33	0.00	83.33	<b>130.00</b>
	Estimated cost over £500 up to £1,000	125.00	0.00	125.00	<b>180.00</b>
	Estimated cost over £1,000 up to £5,000	150.00	0.00	150.00	<b>220.00</b>
	Estimated cost over £5,000 up to £15,000	116.67	216.67	333.33	<b>480.00</b>
	Estimated cost over £15,000 up to £25,000	133.33	266.67	400.00	<b>580.00</b>
	Estimated cost over £25,000 up to £50,000	167.67	350.00	516.67	<b>740.00</b>
4 Window / door replacement <i>(Fixed price grouped by numbers of windows)</i>	Up to 5	83.33	0.00	83.33	<b>130.00</b>
	From 6 to 20	166.67	0.00	166.67	<b>240.00</b>
	From 21 to 50	233.33	0.00	233.33	<b>340.00</b>
5 Electrical work (not part of a competent person scheme).  <i>(Fixed price based on extent of works)</i>	Any electrical work other than the rewiring of a dwelling.	300.00	0.00	300.00	<b>400.00</b>
	The re-wiring or new installation in a dwelling	358.33	0.00	358.33	<b>500.00</b>
6 Lightweight replacement conservatory (Approved lightweight system types only) -	up to 30m <sup>2</sup> internal floor area	83.33	83.33	166.67	<b>240.00</b>
7 Installation of a small sewerage treatment facility	In relation to a single dwelling	83.33	83.33	166.67	<b>240.00</b>

**TABLE D – Non domestic work - Extensions and new build  
(All charges are subject to VAT at current rate)**

Assembly and Recreational use buildings and Other Residential (Institutional and Other),			
Category of work / Description	Plan charge £ (hours)	Inspection charge £ (hours)	Regularisation charge £
1 Floor area not exceeding 10m <sup>2</sup>	208.33	483.33	950
2 Floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	233.33	575.00	1,150
3 Floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	283.33	641.67	1,330
4 Floor area exceeding 100m <sup>2</sup> but not exceeding 200m <sup>2</sup>	308.33	733.33	1,480

Industrial and storage			
Category of work / Description	Plan Charge £ (hours)	Inspection charge £ (hours)	Regularisation charge £
1 Floor area not exceeding 10m <sup>2</sup>	83.33	175.00	370
2 Floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	100.00	225.00	460
3 Floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	108.33	250.00	510
4 Floor area exceeding 100m <sup>2</sup> but not exceeding 200m <sup>2</sup>	125.00	283.33	570

All other use Classes			
Category of work / Description	Plan Charge £ (hours)	Inspection charge £ (hours)	Regularisation charge £
1 Floor area not exceeding 10m <sup>2</sup>	141.67	316.67	640
2 Floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	175.00	408.33	790
3 Floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	204.17	466.67	900
4 Floor area exceeding 100m <sup>2</sup> but not exceeding 200m <sup>2</sup>	225.00	525.00	1,010

The amount of time to carry out the building functions varies dependent upon the different use categories of building. The amount of time to check and inspect a building used for industrial and storage use is less than that for other use, same size buildings and the charge for an assembly use building is higher due to the additional time in respect of this type of work. The use of a building is different under the provisions of the Building Regulations 2000 (as amended). For further definitions see Building Regulations Approved Documents to Part B.

Note: A basement is considered to be a storey and there is an additional charge of £190 if this work is in relation to a basement.



**TABLE E – Non domestic work – Alterations**  
**(All charges are subject to VAT at current rate)**

Cat	Description	Basis of charge	Plan charge £	Inspection charge £	Regularisation charge £
1	Window / door replacement including shop fronts (non competent persons scheme)	Fixed price grouped by numbers of windows / doors Up to 20 windows / doors	58.33	125.00	280
		Fixed price grouped by numbers of windows / doors Over 20 up to 50 windows / doors	116.67	166.67	400
2	Renovation of a thermal element	Estimated cost up to £50,000	125.00	291.67	600
		Estimated cost exceeding £50,000 up to £100,000	208.33	375.00	800
3	Installation of Mezzanine floor	Fixed price based on the internal floor area being up to 100m2	75.00	158.33	360
4	Office / shop fit out	An internal floor area up to 100m2	58.33	183.33	350
		An internal floor area exceeding 100m2 up to 500m2	141.67	308.33	600
		An Internal floor area exceeding 500m2 up to 1000m2	175.00	425.00	800
5	Alterations not described elsewhere including structural alterations, underpinning and installation of controlled fittings	Estimated cost up to £1,000	125.00	0.00	180
		Estimated cost exceeding £1,000 up to £5,000	58.33	125.00	300
		Estimated cost exceeding £5,000 up to £15,000	116.67	216.67	500
		Estimated cost exceeding £15,000 up to £25,000	125.00	258.33	520

**Additional Charge for the change of use of a building**

The charge is £85 where there are no associated substantive building works required to change the use of the building. The charge can be discounted from any application or notice received when substantive works are required.

This additional charge does not apply in relation to a building used for residential purposes that is altered to create more or fewer dwellings.