

Guidance Notes on Building Control Charges

With effect from 1st October 2010

The Building Act 1984
The Building (Local Authority Charges) Regulations 2010 (SI 2010/404)

Full Plans application

A Full Plans application requires the payment of a **Plan Charge (+ VAT)** at the time the application is deposited with the Council. A Full Plans application is **not** legally deposited until the correct payment is received. The applicant will be invoiced for the **Inspection Charge (+ VAT)** after the first inspection has been carried out.

Agents should ensure that their clients are aware that an inspection charge will be invoiced when building work starts on site and how much that charge will be.

Building Notice application

If you choose to submit a Building Notice, the **Building Notice Charge (+ VAT)** is payable at the time the Notice is given to the Council. A Building Notice is **not** considered valid until payment is made. Work can commence two days after the Building Notice has been deposited. In the absence of approved plans, it is important that the Building Control Surveyors are contacted to inspect the works at various stages during the construction to ensure work conforms to the Building Regulations. A Building Notice Charge is equal to 120% of the applicable Full Plans Charge.

Regularisation Certificate

Should you apply for a Regularisation Certificate in respect of un-authorised work, you will pay a Regularisation Charge to cover the cost of assessing your application and all the site inspections. The charge is equal to 150% of the applicable Full Plans. VAT is not payable in relation to a Regularisation Charge.

Submissions that do not attract a charge

Work that is **solely** for securing the greater health, safety, welfare or convenience of a disabled person. The definition of a disabled person is specified in section 4(4) of the Charges Regulations.

Multiple Work reductions

Where multiple work falls within more than one of the Standard Charge categories and all the work is carried out **concurrently** then the appropriate charge is calculated by paying the full amount for the most expensive category and only 50% for all the other applicable categories. If all the work is not subsequently carried out concurrently then supplementary charges will become payable.

Methodology of the calculation of the standard charges

The calculation of the standard charges is based on an hourly rate of **£45.25**. (This figure is exclusive of VAT at the current rate and was calculated using the recommendations in the CIPFA guidance document multiplied by the estimated time taken for the required task.)

**Where standard charges are not applicable then please contact:
Peter Hazelwood (Building Control Operations Manager) on 01394 444414**