

**BABERGH DISTRICT COUNCIL**

**FROM:** Head of Natural and Built Environment

**REPORT NUMBER:** **K96**

**TO:** STRATEGY COMMITTEE

**DATE OF MEETING:** 16 September 2010

**SCHEME FOR RECOVERY OF BUILDING REGULATION CHARGES**

**1. PURPOSE OF REPORT**

1.1 To present to Committee the new scheme for recovery of Building Regulation charges and associated matters. These have been formulated under The Building (Local Authority Charges) Regulations 2010.

**2. RECOMMENDATIONS**

2.1 That the Local Authority Building Control model – proposed Scheme and charges as outlined in Appendix 1 be adopted. Further that the new charges come into force on 1 October 2010.

2.2 That the Head of Natural and Built Environment be authorised to negotiate a fee charge in relation to larger projects not covered by the standard charges in Table A, B and C of the charges Scheme.

2.3 That the Building Control Manager be authorised to operate and obtain further associated services within the Building Control service subject to ensuring that the costs of providing these services are fully recovered.

The Committee is able to resolve this matter.

**3. FINANCIAL IMPLICATIONS**

3.1 At present the current budgeted fee income for 2010/11 is £412,500. This has in the past been recovered by fee charges that have been set at the start of each financial year. They have always been assessed to ensure that the overall cost of the Building Control Fee Earning account is matched by the fee income received through building regulation applications.

3.2 The new fee regulations require the Local Authority to now charge for each individual type of application to ensure the cost to service that application is recovered. This puts more emphasis on the true cost of the individual application rather than in the past ensuring the overall annual cost of Building Control is recovered and individual charges are justifiable.

3.3 The new charges have been based on the cost of each type of application within the scheme – see Appendix 1 and it is envisaged that the new fee income will at least match that of the forecasted budgeted fee income figure for 2010/11. See 3.1 above.

3.4 It should be noted that the current fee scales for 2010/11 were not increased at the beginning of the financial year as it was anticipated that these new regulations would have a significant effect and that they would in themselves raise the charges for certain types of building work.

#### 4. **RISK MANAGEMENT**

4.1 This report is most closely linked with the Council's Significant Business Risk 5 – Capacity and Risk 7 – Finance, Performance and Risk management

4.2 Key risks are set out below:

<b>Risk Description</b>	<b>Likelihood</b>	<b>Seriousness or Impact</b>	<b>Mitigation Measures</b>
Loss of work to private sector due to increase in charges	Significant	Critical	Adequate time recording of all application types
Lack of sufficient fee income due to low charges	High	Critical	Adequate time recording of all application types

#### 5. **EQUALITY AND DIVERSITY IMPACT**

5.1 There are no Equality and Diversity implications

#### 6. **KEY INFORMATION**

6.1 The existing fee regulations were last amended in 1998 and the Planning Committee in March 1999 approved the implementation of the Charges Scheme and scale of charges applicable at the time.

6.2 On 1 April 2010 The Building (Local Authority Charges) Regulations 2010 came into force. These regulations gave a transitional provision to Local Authorities to give them time to initiate a new charges scheme. This however must be brought into effect no later than 1 October 2010.

6.3 The main points to the new fee regulations are as follows:-

- The regulations authorise a Local Authority to fix and recover charges for the performance of their building control functions relating to building regulations to a charging scheme.
- The basic principles of this scheme requires a Local Authority to have as its overriding objective, the need to balance as nearly as possible the costs of the service provided in relation to the chargeable functions and advice with the income derived from those services.
- The basis of the new charges will be the calculation of an hourly rate of the officers within the service and the amount of time estimated for performing chargeable functions and providing chargeable advice.

- This method of calculating the charge for a specific type of work i.e. the estimated hours of work multiplied by the standard calculated hourly rate is a completely new method, and is indeed the main change from the existing scheme.
- The new regulations are to ensure that each individual application has to pay for itself and that no cross- subsidisation can take place from the more lucrative applications to cover for the smaller yet more costly applications. This is not the case under the existing scheme and as long as the overall cost of the service was covered, the make-up of the charges was left to the individual authority. It was evident that many of the small residential type applications were being subsidised by the larger commercial type application.
- Further fee earning activities may be undertaken by the Building Control group. These may include SAP and EPC's (energy performance ratings), Reduced SAP calculations for the Housing Department and LABC Partnering work outside of the Babergh area. The fee scale for all of these activities will be based upon the same criteria as the main fee scales, in that the time taken to perform the task will be multiplied by the average hourly rate charge.

6.4 Building Control has been carrying out additional fee earning activities since 2007 and has been steadily increasing this income year on year. For example in 2007/08 income was £2,586.98, in 2008/09 income was £9551.00 and in 2009/10 income through these additional activities was £18,482.96. We have also now taken on the task of producing the energy performance certificates for the Council's Housing and Contract Management team which potentially could bring in a further £10k per annum which will also provide greater resilience and benefit to the Council.

## 7. **APPENDICES**

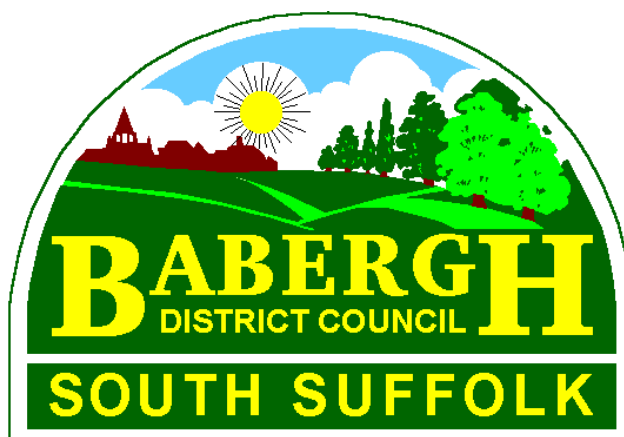
1. The Building (Local Authority Charges) Regulations 2010 – Scheme for The Recovery of Building Regulation Charges and Associated Matters for Babergh District Council.

## 8. **BACKGROUND PAPERS REFERRED TO:**

None.

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**SCHEME FOR THE RECOVERY OF BUILDING  
REGULATION CHARGES AND ASSOCIATED MATTERS**

**FOR**

**BABERGH DISTRICT COUNCIL**

TO BE READ IN CONJUNCTION WITH  
THE BUILDING [LOCAL AUTHORITY CHARGES] REGULATIONS 2010

Date this Scheme came into effect: 1<sup>st</sup> October 2010

**Please note** that wherever reference is made to “the council” in the text of this document it is a reference to Babergh District Council.

## **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:

### **‘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)(a) and 13 of the Building Regulations 2000 (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 4A (requirements relating to thermal elements);
- h) work required by building regulation 4B (requirements relating to a change of energy status);
- i) work required by building regulation 17D (consequential improvements to energy performance).

### **‘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 2000 (as amended);
- d) the consideration of building work reverting to the council under the Building (Approved Inspectors etc.) Regulations 2000 (as amended);
- e) the consideration of a regularisation application submitted to the council under regulation 21 of the Building Regulations 2000 (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.

**'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 that advice.

### **Principles of this Scheme**

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 council.
- **An inspection charge**, payable on demand after the council 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 council.
- **A regularisation charge**, payable at the time of the application to the council in accordance with Regulation 21 of the Building Regulations.
- **A reversion charge**, payable for building work in relation to a building: -
  1. Which has been substantially completed before plans are first deposited with the Council in accordance with Regulation 20(2)(a)(i) of the Approved Inspectors Regulations, or
  2. In respect of which plans for further building work have been deposited with the Council in accordance with the Regulation 20(3) of the Approved Inspectors Regulations, on the first occasion on which those plans are or have been deposited.

- **Chargeable advice**, The Council may make a charge for giving advice in anticipation of the future exercise of their chargeable functions (ie before an application or notice is received for a particular case), which is payable after the first hour of advice, on demand after the council has given notice required by Regulation 7(7) of the Building (Local Authority) Charges Regulations 2010 (ie 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.
- The above charges are payable by the relevant person (see page 3 for definition).
- Any charge which is payable to the council may, in a particular case, and with the agreement of the council, be paid by installments of such amounts payable on such dates as may be specified by the council. If the applicant and an council are agreeable, an inspection charge can be fully or partly paid up front with the plans charge.
- 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 12(5) or 20B(4) 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 20A(4) 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 the council;

11. Whether chargeable advice has been given which is likely to result in less time being taken by a the council 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.

### **Principles 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 detached or attached domestic garage or carport (having a maximum floor area of 100m<sup>2</sup>) providing it is constructed concurrently with the dwelling.
- Where any building work comprises or includes the erection of more than one extension to a building, or when it is intended to carry out alterations as shown in tables B or C then the charge will be the sum of the following;-  
The full amount for the work attracting the greatest overall charge, plus 50% of the charge applicable to each of the other individual elements, provided that the building work is carried out concurrently.  
Alternatively the applicant can elect to have the charge individually determined.

### **Exemption from charges**

The Council 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.

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.

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.

### **Information required to determine charges**

If the council requires additional information to enable it to determine the correct charge the council 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 council'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).

## Establishing the Charge

The council 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.

There may be rare occasions where work by definition falls within a standard charge: but because of the particular circumstances, the application of the standard charge may not be truly equitable. In these circumstances, **solely** at the discretion of the council and with the agreement of the applicant, the charges may be individually assessed.

If the building work that 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 council 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.

When the charge is individually determined the council 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.

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.

Examples of some such (but not all) work which will be subjected to individually determined charges are listed below.

- Any work for which a reversion charge is payable.
- The building work is; in relation to more than one dwelling, other than,
  1. The erection of up to 5 dwellings
  2. The erection of more than one extension to a dwelling where the work falls within Table B
- Building work consisting of alterations to any use of building where the estimated cost exceeds £75,000; or
- The work consists of a non-domestic extension or new build and the floor area exceeds 100m<sup>2</sup>; or
- The work consists of a domestic garage with a floor area over 100m<sup>2</sup>; or
- The work consists of the erection 5 or more houses/bungalows or flats, or conversion to form 2 or more dwellings; or
- The work consists 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 £75,000.

## Other matters relating to calculation of charges

- In calculating these charges, refunds or supplementary charges, an officer hourly rate of £45.19 has been used.
- Any charge payable to the council 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 council accepts payment by instalment in respect of all building work where the total charge exceeds £5,000. The council on request will specify the amounts payable and dates on which instalments are to be paid.

## Reductions

Reduced charges are shown in the tables of standard charges and reduced 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 12(5) or 20B(4) of the Principal Regulations in respect of that part of the work, **This discount will** only apply where the council would incur significant costs if a competent person or self certification scheme were not to be employed.

Any reduced charges that will be made in relation to individually assessed charges when a notification is made in accordance with regulation 20A(4) of the Principal Regulations, (*ie where, for the purpose of achieving compliance with Requirement E1 of the Principal Regulations, design details approved by Robust Details Limited have been used*) will only apply where the council perceive that a significant reduction in their time input would result.

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

Where, with the exception of Electrical installations, it is intended to carry out works consisting of more than one of the elements shown in Tables B or C .The charge for this additional work shall be reduced by 50% in respect of each of the additional elements whilst the element attracting the greatest charge will be charged at the full rate. Alternatively, the charge may be individually determined, with the agreement of the applicant.

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 a reduction in the standard charge may apply subject to individual determination.

Where in accordance with Regulation 7(5)(j) of the charges regulations 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 the council, a reduction in the charge may be made subject to individual determination.

### **Refunds and supplementary charges**

If the basis on which the charge has been set or determined changes, the LA 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.

If a full plans application is deposited with little or no specification details or properly prepared drawings and work commences before it is approved, it is in effect the same as a building notice. As the time to carry out the building regulation function and the resultant additional costs are higher in these circumstances then supplementary charges will become payable.

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

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 charge. In other words, relevant timescales do not start until the agreed payment has been made. The debt recovery team of the council will also pursue any non-payment of any inspection charge.

### **Complaints about Charges**

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 '**contact us**' tab of council's web site [www.babergh.gov.uk](http://www.babergh.gov.uk)

### **Transitional Provisions**

The Council's previous schemes for recovery of charges made under the 1998 Regulations will continue to apply in relation to building work for which applications were deposited prior to 1<sup>st</sup> October 2010.

## 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 council on the basis that:-

- The building work does not include innovative or high risk construction techniques (details available from the council);
- The duration of the building work from commencement to completion does not exceed 24 months. Should this result in additional work being undertaken by the council then supplementary charges may be incurred.
- The design and building work is undertaken by a person or company that is competent to carry out the design and building work in question. If this is found not to be the case and as a consequence it results in additional work being carried out by the council then supplementary charges may be incurred.

## Plan and Inspection Charges

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

## Building Notice Charge

Where building work is carried out under a Building Notice the time to carry out the Building Regulation function is higher and the resultant additional costs of using the Building Notice procedure results in the higher charge detailed in the following tables.

## Regularisation Charge

The charge is listed in the following tables

## Reversion Charge

These charges will be individually determined

## Works relating to Electrical Installations

The reductions indicated on tables A and B apply where controlled electrical installations form part of the works and these are to be carried out by a suitably qualified Part P registered electrician **resulting in a satisfactory Design, Installation and Test Certificate**. If these reductions are claimed and a self certifying electrician is not subsequently employed you will be invoiced for supplementary charges equivalent to the discount.

**TABLE A - NEW DWELLINGS**

Dwelling - Houses and Flats not exceeding 300m<sup>2</sup> or more than 3 storeys

Issue 1, 1st October 2010

VAT based on current rate of 17.5%

APPLICATION TYPE		Total Full Plans Fee	Plan Charge*	Inspection Charge	Building Notice Charge*	Regularisation Charge*
<b>Dwellings &gt;300m<sup>2</sup></b>						
<b>1 Plot</b>		£660.00	£264.00	£396.00	£792.00	£990.00
	Total incl. VAT	<b>£775.50</b>	<b>£310.20</b>	<b>£465.30</b>	<b>£930.60</b>	
<b>2 Plots</b>		£1,040.00	£416.00	£624.00	£1,248.00	£1,560.00
	Total incl. VAT	<b>£1,222.00</b>	<b>£488.80</b>	<b>£733.20</b>	<b>£1,466.40</b>	
<b>3 Plots</b>		£1,270.00	£508.00	£762.00	£1,524.00	£1,905.00
	Total incl. VAT	<b>£1,492.25</b>	<b>£596.90</b>	<b>£895.35</b>	<b>£1,790.70</b>	
<b>4 Plots</b>		£1,430.00	£572.00	£858.00	£1,716.00	£2,145.00
	Total incl. VAT	<b>£1,680.25</b>	<b>£672.10</b>	<b>£1,008.15</b>	<b>£2,016.30</b>	
<b>5 Plots</b>		£1,655.00	£662.00	£993.00	£1,986.00	£2,482.00
	Total incl. VAT	<b>£1,944.63</b>	<b>£777.85</b>	<b>£1,166.78</b>	<b>£2,333.55</b>	
<b>Conversion</b>						
<b>Conversion &gt; 100m<sup>2</sup></b>		£875.00	£350.00	£525.00	£1,050.00	£1,312.00
	Total incl. VAT	<b>£1,028.13</b>	<b>£411.25</b>	<b>£616.88</b>	<b>£1,233.75</b>	
<b>Electrical Work (fixed price)</b>		£195.00				
	Total incl. VAT	<b>£229.13</b>				

Charges marked \* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If a registered electrician is not used, the applicant will be invoiced for an additional charge of £195+VAT = £229.13

**TABLE B - DOMESTIC EXTENSION AND ALTERATIONS**

New work to a single dwelling limited to work not more than 3 storeys above ground level. Issue 1, 1st October 2010  
 VAT Based on current rate 17.5%

Application Type		Total Full Plans Fee	Plan Charge*	Inspection Charge	Building Notice Charge*	Regularisation Charge*
<b>Extension</b>						
Floor Area <b>Not Exceeding</b> 40m <sup>2</sup>		£490.00	£196.00	£294.00	£588.00	£735.00
	<b>Total incl VAT</b>	<b>£575.75</b>	<b>£230.30</b>	<b>£345.45</b>	<b>£690.90</b>	
Floor Area <b>Exceeding</b> 40m <sup>2</sup> but <b>Not Exceeding</b> 100m <sup>2</sup>		£540.00	£216.00	£324.00	£648.00	£810.00
	<b>Total incl VAT</b>	<b>£634.50</b>	<b>£253.80</b>	<b>£380.70</b>	<b>£761.40</b>	
Detached Building or Extension with a Floor Area <b>Not Exceeding</b> 100m <sup>2</sup> and is <b>Used Solely</b> as Garage or Carport		£345.00	£138.00	£207.00	£414.00	£517.50
	<b>Total incl VAT</b>	<b>£405.38</b>	<b>£162.15</b>	<b>£243.23</b>	<b>£486.45</b>	
Detached Habitable Domestic Building ( <b>not for sleeping</b> ) Under 50m <sup>2</sup>		£365.00	£146.00	£219.00	£438.00	£547.50
	<b>Total incl VAT</b>	<b>£428.88</b>	<b>£171.55</b>	<b>£257.33</b>	<b>£514.65</b>	
<b>Conversions</b>						
Loft Conversions (Up to 50m <sup>2</sup> )		£440.00	£176.00	£264.00	£528.00	£660.00
	<b>Total incl VAT</b>	<b>£517.00</b>	<b>£206.80</b>	<b>£310.20</b>	<b>£620.40</b>	
Conversion of attached or integral garage or out building to one or two rooms for residential use		£265.00	£106.00	£159.00	£318.00	£397.50
	<b>Total incl VAT</b>	<b>£311.38</b>	<b>£124.55</b>	<b>£186.83</b>	<b>£373.65</b>	
<b>Alterations</b>						
Renovation of a thermal element		£125.00	£50.00	£75.00	£150.00	£187.50
	<b>Total incl VAT</b>	<b>£146.88</b>	<b>£58.75</b>	<b>£88.13</b>	<b>£176.25</b>	
Replacement windows		£125.00	£50.00	£75.00	£150.00	£187.50
	<b>Total incl VAT</b>	<b>£146.88</b>	<b>£58.75</b>	<b>£88.13</b>	<b>£176.25</b>	
Cost of works <b>Not Exceeding</b> £1,000		£125.00	£50.00	£75.00	£150.00	£187.50
	<b>Total incl VAT</b>	<b>£146.88</b>	<b>£58.75</b>	<b>£88.13</b>	<b>£176.25</b>	
Cost of works <b>Exceeding</b> £1,000 but <b>Not Exceeding</b> £5,000 (Including Renewable Energy Systems of Whatever Cost)		£195.00	£78.00	£117.00	£234.00	£292.00
	<b>Total incl VAT</b>	<b>£229.13</b>	<b>£91.65</b>	<b>£137.48</b>	<b>£274.95</b>	
Cost of works <b>Exceeding</b> £5,000 but <b>Not Exceeding</b> £25,000		£310.00	£124.00	£186.00	£372.00	£465.00
	<b>Total incl VAT</b>	<b>£364.25</b>	<b>£145.70</b>	<b>£218.55</b>	<b>£437.10</b>	
Cost of works Exceeding £25,000 but <b>Not Exceeding</b> £50,000		£475.00	£190.00	£285.00	£570.00	£712.50
	<b>Total incl VAT</b>	<b>£558.13</b>	<b>£223.25</b>	<b>£334.88</b>	<b>£669.75</b>	
Cost of works <b>Exceeding</b> £50,000 but <b>Not Exceeding</b> £75,000		£680.00	£272.00	£408.00	£816.00	£1,020.00
	<b>Total incl VAT</b>	<b>£799.00</b>	<b>£319.60</b>	<b>£479.40</b>	<b>£958.80</b>	
Electrical works (Fixed Price)		£195.00				To be arranged separately
	<b>Total incl VAT</b>	<b>£229.13</b>				

Charges marked \* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If a registered electrician is not used, the applicant will be invoiced for an additional charge of £195+VAT = £229.13

**TABLE C - NON DOMESTIC WORK - NEW BUILD, EXTENSIONS AND ALTERATIONS**

Limited to work not more than 3 storeys above ground level  
 VAT based on current rate of 17.5%

Issue 1, 1st October 2010

Application Type		Total Full Plans Fee	Plan Charge	Inspection Charge	Regularisation Charge
<b>New Build or Extension</b>					
Floor Area <b>Not Exceeding</b> 40m <sup>2</sup>		£475.00	£190.00	£285.00	£712.50
	<b>Total incl. VAT</b>	<b>£558.13</b>	<b>£223.25</b>	<b>£334.88</b>	
Floor Area <b>Exceeding</b> 40m <sup>2</sup> but <b>Not Exceeding</b> 100m <sup>2</sup>		£625.00	£250.00	£375.00	£937.50
	<b>Total incl. VAT</b>	<b>£734.38</b>	<b>£293.75</b>	<b>£440.63</b>	
<b>Alterations</b>					
Cost of works <b>Not Exceeding</b> £5,000		£195.00	£78.00	£117.00	£292.50
	<b>Total incl. VAT</b>	<b>£229.13</b>	<b>£91.65</b>	<b>£137.48</b>	
Cost of works <b>Exceeding</b> £5,000 but <b>Not Exceeding</b> £25,000		£310.00	£124.00	£186.00	£465.00
	<b>Total incl. VAT</b>	<b>£364.25</b>	<b>£145.70</b>	<b>£218.55</b>	
Cost of works <b>Exceeding</b> £25,000 but <b>Not Exceeding</b> £50,000		£475.00	£190.00	£285.00	£712.50
	<b>Total incl. VAT</b>	<b>£558.13</b>	<b>£223.25</b>	<b>£334.88</b>	
Cost of works <b>Exceeding</b> £50,000 but <b>Not Exceeding</b> £75,000		£680.00	£272.00	£408.00	£1,020.00
	<b>Total incl. VAT</b>	<b>£799.00</b>	<b>£319.60</b>	<b>£479.40</b>	
Replacement windows <b>Not Exceeding</b> 20 units		£210.00	£84.00	£126.00	£315.00
	<b>Total incl. VAT</b>	<b>£246.75</b>	<b>£98.70</b>	<b>£148.05</b>	
Installation of a new shop front		£235.00	£94.00	£141.00	£352.50
	<b>Total incl. VAT</b>	<b>£276.13</b>	<b>£110.45</b>	<b>£165.68</b>	
Fit out of Building <b>upto Max</b> 100m <sup>2</sup>		£325.00	£130.00	£195.00	£487.50
	<b>Total incl. VAT</b>	<b>£381.88</b>	<b>£152.75</b>	<b>£229.13</b>	
Renovation of a thermal element		£230.00	£92.00	£138.00	£345.00
	<b>Total incl. VAT</b>	<b>£270.25</b>	<b>£108.10</b>	<b>£162.15</b>	
Installation of a raised storage platform within an existing building		£325.00	£130.00	£195.00	£487.50
	<b>Total incl. VAT</b>	<b>£381.88</b>	<b>£152.75</b>	<b>£229.13</b>	