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BUILDING CONTROL CHARGES SCHEME

NOTES FOR GUIDANCE - operative with effect from 01/04/2024

INTRODUCTION

1. Before you build, extend, alter or convert your property, you or your agent (Architect, Builder, Developer etc) must advise the Local Authority by submitting a full plans application or a building notice.
2. If you submit a full plans application, the Building Control Section will examine the details and advise you of any necessary changes required to meet the Building Regulations. Once building work has commenced on site, it will be inspected by our Building Surveyors at various stages of the construction process.
3. If you submit a Building Notice and a notification of commencement, work can then start two days later. Building Control Surveyors will visit the site at various stages of the construction process to ensure that the work undertaken conforms to the Building Regulations.

FUNCTIONS FOR WHICH BUILDING CONTROL CHARGES ARE MADE

1. **Full Plans** - The charge in respect of the examination of building plans deposited with a full plans application and the subsequent issuing of a decision notice. The fee is paid at the time of the deposit of the full plans application with the Authority.
2. **Site Inspection** - The inspection charge is payable in respect of the inspection of building work at various stages of construction for which a full plans application has previously been deposited. The inspection charge will be invoiced following the first inspection of the building work. The invoice will be sent to the applicant unless other arrangements are made at the time of application. A completion certificate is issued upon satisfactory completion of work.
3. **Building Notice** - The fee is paid when the notice is submitted to the Authority. As no plans are deposited using this procedure a decision notice cannot be issued. The fee covers site inspections at various stages of construction including completion.
4. **Regularisation** - The fee is paid at the time of application to the Authority for a Regularisation Certificate in respect of unauthorised building work commenced after 11 November 1985.

CHARGES

There are two methods of establishing a charge for work subject to the Building Regulations to cover the cost of the Building Control service - a standard charge or an individually determined charge.

STANDARD CHARGES

The standard charges for a wide range of domestic and commercial new build, extensions and alterations are listed in the following tables:

Table A	Erection of new dwellings or conversions to form dwellings
Table B	Domestic extensions to a single dwelling
Table C	Domestic alterations to a single dwelling
Table D	Erection or extension of certain non domestic buildings
Table E	Alterations to non-domestic buildings

If your project is not covered in the tables the charge will be individually determined and you should contact Building Control for a quotation.

The standard charges have been set by the Authority on the following basis:

1. that the work does not consist, or include, innovative or high risk construction techniques
2. the duration of the building work from commencement to completion does not exceed 12 months
3. the design and building work is undertaken by a person or a company that is competent to carry out that work.

Where this is not the case, the work may incur supplementary charges. For example an archive fee of £60.00 (inc VAT) is payable if it has been 3 years or more since the last inspection and further visits are required before the completion certificate can be issued.

INDIVIDUAL DETERMINATION OF CHARGES

Charges must be individually determined for larger and/or more complex schemes and you should contact Building Control for a quotation. This includes:

- ❖ Building work for which there is no standard charge in tables A-E below including:
- ❖ Work consisting of the erection or conversion of more than 20 dwellings
- ❖ Work consisting of the erection or conversion of dwellings where the floor area of a dwelling exceeds 300m²
- ❖ Building work that is relation to more than one building
- ❖ Applications subject to a reversion charge

PAYMENT

- ❖ Cheque made payable to Redcar & Cleveland Borough Council
- ❖ Cash delivered in person
- ❖ On-line via the Redcar & Cleveland Borough Council website *pay for it facility". To use this method an application reference number is required.

NOTES

1. Applications and notices not accompanied by the appropriate fee are deemed as NOT being submitted. Consequently work should NOT commence on site.
2. A charge is not applicable where work is to provide access and facilities in an existing dwelling for the exclusive use of a person with a disability.
3. All charges with the exception of the Regularisation Charge include VAT at the appropriate (20%) rate.
4. These notes are for guidance only and are not a substitute for the Statutory Instrument 2010 No.404 or the Redcar & Cleveland Building Control charges scheme.
5. Additional charges will be invoiced at completion where the relevant competent person scheme information cannot be provided upon request.

HELP

If you have any difficulty with this guidance, need further clarification on any matter, or require an individually determined charge quotation for your project, please contact a member of the Building Control team on 01287 612359/01287 612360 or email building_control@redcar-cleveland.gov.uk

TABLE A

NEW DWELLINGS – ERECTION OR CONVERSION, EACH DWELLING UP TO 300M² FLOOR AREA

Charges shown include VAT at 20%

No of Dwellings	Building Notice	Full Plans Application		Regularisation (VAT N/A)
		Plan Examination	Site Inspection	
1	£1030.00	£310.00	£720.00	£1,160.00
2	£1425.00	£425.00	£1,000.00	£1,595.00
3	£1,845.00	£565.00	£1,280.00	£2,090.00
4	£2,325.00	£705.00	£1,620.00	£2,630.00
5	£2,510.00	£755.00	£1,775.00	£2,835.00
6	£2,870.00	£860.00	£2,010.00	£3,255.00
7	£3,090.00	£940.00	£2,150.00	£3,485.00
8	£3,490.00	£1,065.00	£2,425.00	£3,925.00
9	£3,675.00	£1,120.00	£2,555.00	£4,145.00
10	£4,055.00	£1,220.00	£2,835.00	£4,575.00
11	£4,460.00	£1,355.00	£3,105.00	£5,010.00
12	£4,810.00	£1,440.00	£3,370.00	£5,440.00
13	£5,020.00	£1,525.00	£3,495.00	£5,680.00
14	£5,350.00	£1,595.00	£3,755.00	£6,055.00
15	£5,630.00	£1,705.00	£3,925.00	£6,365.00
16	£5,950.00	£1,775.00	£4,175.00	£6,720.00
17	£6,185.00	£1,855.00	£4,330.00	£6,985.00
18	£6,375.00	£1,940.00	£4,435.00	£7,195.00
19	£6,735.00	£2,020.00	£4,715.00	£7,620.00
20	£7,150.00	£2,150.00	£5,000.00	£8,080.00

More than 20 dwellings – individually determined charge – please contact Building Control

An additional charge of **£405** per dwelling will apply (in order to recover the Authority's costs) where the electrical work is NOT carried out by a Part P registered electrician i.e. a qualified electrician who also has the necessary building regulations knowledge to enable his/her accreditation body or competent person scheme to certify his/her work.

TABLE B

STANDARD CHARGES FOR DOMESTIC EXTENSIONS TO A SINGLE BUILDING

Charges shown include VAT at 20%					
Description	Building Notice	Full Plans Application		Regularisation (VAT N/A)	Additional Charge
		Plan Examination	Site Inspection		
Single Storey Extensions					
Floor area not exceeding 10m ²	£550.00	£160.00	£390.00	£625.00	£405.00
Floor area exceeding 10m ² but not exceeding 40m ²	£790.00	£230.00	£560.00	£890.00	£405.00
Floor area exceeding 40m ² but not exceeding 100m ²	£995.00	£310.00	£685.00	£1,120.00	£405.00
Two Storey Extensions					
Floor area exceeding not exceeding 40m ²	£790.00	£230.00	£560.00	£890.00	£405.00
Floor area exceeding 40m ² but not exceeding 200m ²	£995.00	£310.00	£685.00	£1,120.00	£405.00
Loft Conversions					
Does not include the construction of a dormer	£790.00	£230.00	£560.00	£890.00	£405.00
Includes the construction of a dormer	£870.00	£270.00	£600.00	£1,000.00	£405.00
Garages and Carports					
Erection or extension of a non exempt detached domestic garage or carport up to 100m ²	£310.00	£310.00	Included in Plan Examination Fee	£365.00	£405.00
Erection or extension of a non exempt attached single storey extension of a domestic garage or carport up to 100m ²	£310.00	£310.00	Included in Plan Examination Fee	£365.00	£405.00
Conversion of integral or attached garage to a habitable room(s)	£385.00	£125.00	£260.00	£455.00	£405.00
Alterations to extend or create a basement up to 100m ²	£310.00	£310.00	Included in Plan Examination Fee	£365.00	£405.00

The charges in Table B apply to an extension only. Where it is intended to carry out other alterations at the same time as the extension, the charges outlined in Table C will also apply. However, a reduction in the combined charge will be applied. For example: It is proposed to build a single story extension of 35m² and also carry out internal alterations to form a new en-suite bathroom costing £3,500:

Table B plan charge for extension = **£230.00**. Inspection charge = **£560.00**. Total charge = **£790.00** Table C plan charge for alteration = **£250** x 50% = **£125.00**. Inspection charge = £0. Total charge = **£125**

Total Charge for extension and alterations = £790.00 + £125.00 = £915.00

The standard charges assume the use of a Part P registered electrician to carry out relevant electrical work. If there is no relevant electrical work involved in an extension or alterations this is also accounted for in the standard charge. An additional charge of **£405** will apply (in order to recover the Local Authority's costs) where the electrical work is NOT carried out by a Part P registered electrician i.e. a qualified electrician who also has the necessary building regulations knowledge to enable his/her accreditation body or competent person scheme to certify his/her work.

If you are carrying out multiple extensions and/or multiple types of alterations **at the same time** the authority will be able to reduce the standard charge, you should ask for an individual assessment of the charge for this type of work.

TABLE C**STANDARD CHARGES FOR DOMESTIC ALTERATIONS TO A SINGLE BUILDING**

Charges shown include VAT at 20%				
Description	Building Notice	Full Plans Application		Regularisation (VAT N/A)
		Plan Examination	Site Inspection	
Estimated Cost of Work internal alterations, installation of fittings (not electrical) and/or structural alterations (No additional charge for works ancillary to the building of an extension)				
Up to £1,000	£205.00	£205.00	Included in Plan Examination Fee	£225.00
£1,001 up to £5,000	£250.00	£250.00	Included in Plan Examination Fee	£280.00
£5,001 up to £15,000	£415.00	£140.00	£275.00	£485.00
£15,001 up to £25,000	£625.00	£195.00	£430.00	£700.00
£25,001 up to £50,000	£870.00	£270.00	£600.00	£1,010.00
£50,001 up to £100,000	£1,150.00	£365.00	£785.00	£1,300.00
Window Replacement (non competent persons scheme)				
Up to 2 windows	£115.00	£115.00	Included in Plan Examination Fee	£125.00
3 to 10 windows	£205.00	£205.00	Included in Plan Examination Fee	£225.00
11 to 20 windows	£310.00	£310.00	Included in Plan Examination Fee	£355.00
Over 20 windows	£385.00	£125.00	£260.00	£455.00
Electrical Work (non competent persons scheme)				
Rewiring of/or a new installation in a dwelling	£595.00	£175.00	£420.00	£670.00
Other electrical work in a dwelling	£525.00	£160.00	£365.00	£585.00
Other Works				
Underpinning	£385.00	£120.00	£265.00	£455.00
Renovation of a thermal element	£250.00	£250.00	Included in Plan Examination Fee	£280.00

If you are carrying out multiple extensions and/or multiple types of alterations **at the same time** the authority will be able to reduce the standard charge, you should ask for an individual assessment of the charge for this type of work

TABLE D**STANDARD CHARGES FOR NON DOMESTIC WORK – EXTENSIONS AND NEW BUILD**

Charges shown include VAT at 20%			
Description	Full Plans Application		Regularisation (VAT N/A)
	Plan Examination	Site Inspection	
Other Residential (Institution and Other)			
Floor area not exceeding 10m ²	£375.00	£830.00	£1,355.00
Floor area exceeding 10m ² but not exceeding 40m ²	£425.00	£965.00	£1,565.00
Floor area exceeding 40m ² but not exceeding 100m ²	£485.00	£1,120.00	£1,800.00
Floor area exceeding 100m ² but not exceeding 200m ²	£545.00	£1,245.00	£2,005.00
Assembly and Recreation Use			
Floor area not exceeding 10m ²	£375.00	£830.00	£1,355.00
Floor area exceeding 10m ² but not exceeding 40m ²	£425.00	£965.00	£1,565.00
Floor area exceeding 40m ² but not exceeding 100m ²	£485.00	£1,120.00	£1,800.00
Floor area exceeding 100m ² but not exceeding 200m ²	£545.00	£1,245.00	£2,005.00
Industrial and Storage use			
Floor area not exceeding 10m ²	£150.00	£310.00	£525.00
Floor area exceeding 10m ² but not exceeding 40m ²	£160.00	£405.00	£630.00
Floor area exceeding 40m ² but not exceeding 100m ²	£195.00	£425.00	£695.00
Floor area exceeding 100m ² but not exceeding 200m ²	£215.00	£485.00	£790.00
All Other use Classes			
Floor area not exceeding 10m ²	£245.00	£565.00	£900.00
Floor area exceeding 10m ² but not exceeding 40m ²	£310.00	£705.00	£1,140.00
Floor area exceeding 40m ² but not exceeding 100m ²	£360.00	£790.00	£1,300.00
Floor area exceeding 100m ² but not exceeding 200m ²	£405.00	£905.00	£1,590.00

A basement is considered to be a storey and there is an additional charge of **£325.00** (inclusive of Vat) if the work is in relation to a basement.

TABLE E**STANDARD CHARGES FOR NON DOMESTIC WORK – ALTERATIONS**

Charges shown include VAT at 20%			
Description	Full Plans Application		Regularisation (VAT N/A)
	Plan Examination	Site Inspection	
Underpinning (based on Estimated Cost of Works)			
Up to £50,000	£245.00	£565.00	£900.00
£50,001 –up to £100,000	£310.00	£705.00	£1,140.00
£100,001 up to £250,000	£350.00	£770.00	£1,230.00
Window Replacement (non competent persons scheme)			
Up to 20 Windows	£310.00	Included in Plan Examination Fee	£365.00
21 – 50 Windows	£150.00	£310.00	£520.00
Shop Fronts (per number of windows)			
Up to 20 Windows	£310.00	Included in Plan Examination Fee	£365.00
21 – 50 Windows	£150.00	£310.00	£520.00
Renovation of Thermal Element			
Up to £50,000	£215.00	£485.00	£790.00
£50,001 –up to £100,000	£310.00	£705.00	£1,140.00
£100,001 up to £250,000	£350.00	£770.00	£1,230.00
Internal Alterations (based on Estimated Cost of Works)			
Up to £5,000	£120.00	£245.00	£415.00
£5,001 up to £25,000	£195.00	£425.00	£695.00
£25,001 up to £50,000	£215.00	£485.00	£790.00
£50,001 up to £100,000	£245.00	£565.00	£900.00
£100,001 up to £250,000	£270.00	£625.00	£1,015.00
Installation of Mezzanine Floor			
Up to 100m ²	£140.00	£270.00	£455.00
Between 100m ² and 500m ²	£310.00	£705.00	£1,120.00
Office Fit Out (Based on Floor Area)			
Up to 100m ²	£140.00	£270.00	£465.00
Between 100m ² and 500m ²	£225.00	£535.00	£845.00
Between 500m ² and 2000m ²	£310.00	£705.00	£1,140.00
Shop Fit Out (Based on Floor Area)			
Up to 100m ²	£140.00	£270.00	£455.00
Between 100m ² and 500m ²	£225.00	£535.00	£845.00
Between 500m ² and 2000m ²	£310.00	£705.00	£1,140.00

A charge of £140 (inclusive of VAT) is applicable where there is material change of use of a building and there are no substantive works to be carried out to achieve the change of use. Where substantive works are found to be necessary to achieve the change of use of the building this charge will be discounted from the subsequent payable charge.

TABLE F**BUILDING REGULATION APPLICATION**

Building Regulation application – copy of decision notice	£60 inc vat
Building Regulation application - copy of completion certificate	£60 inc vat
Building Regulation application - copy of decision notice and completion certificate for a single application (when ordered simultaneously)	£95 inc vat
Email or letter of confirmation with regard to exempt work, following consideration of plans	£60 inc vat
Site visit to establish whether works are exempt (in addition to the above fee)	£95 inc vat
Change of name on Building Regulations Application (where work has previously commenced on site).	£60 inc vat
Re-commencement of Building Regulations Application where a site inspection has not been carried out for more than 3 years.	£60 inc vat
Withdrawal of application will be subject to Administration Fee Please note if plans have been checked a refund is not applicable	£60 inc vat