

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No.

meeting date: 18 AUGUST 2016
title: APPROVAL OF INCREASE TO BUILDING CONTROL FEES 2016/17
submitted by: CHIEF EXECUTIVE
principal author: HEATHER COAR – HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

1.1 To approve increased Fees & Charges in relation to Building Control Services.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions – To help make people's lives safer and healthier.
- Community Objectives – To support health, environmental, economic and social wellbeing of people who live, work and visit Ribble Valley.
- Corporate Priorities – To enable the delivery of effective and efficient services.
- Other Considerations – None.

2 BACKGROUND

2.1 In accordance with Government policy, Local Authorities have been empowered to charge for carrying out main Building Control functions relating to building regulations, based on the principle of full cost recovery since the late 1970's. Initially charges were prescribed fees set by Government but have been devolved to Local Authorities since the introduction of The Building (Local Authority) Charges Regulations 2010

2.2 The Council's Building Control fees are reviewed in line with Fees & Charges applied by other Building Control Services in Lancashire. The previous increase was April 2015. Charges are kept competitive due to direct competition from the private sector (Approved Inspectors) who are often preferred & used by larger house builders and persons wishing to avoid perceived Local Authority bureaucracy. Currently Local Authorities have 65 – 75% of the Building Control market.

2.3 Building Control Services are only permitted to charge sufficient to 'break even' and cover the costs of delivery averaged over 5 years. Within the last 5 years the service has significantly reduced from 5.5 full time officers to 3.3 full time officers (although one post is currently vacant) which is considered the absolute minimum to deliver the service taking into account service response times, management & development, holidays, sickness, maintaining professional competence and risk to the Authority.

3 ISSUES

3.1 The new Ribble Valley Scheme of Charges has been based on the LABC model scheme in setting out standard charges for the majority of projects applicable in Ribble Valley. The scheme is similar to schemes in Pendle, Rossendale, Hyndburn Council and Pennine Lancashire.

3.2 The principles of the scheme are that the user pays for the service provided. The new scheme of charges has been formulated using many years of national and local

experience. Local Authorities are reminded in the CIPFA accountancy guide that they should not use building regulation charges to offset other Building Control functions or any other function of the Council.

- 3.3 As in previous years applications to provide access or facilities for disabled persons to existing dwellings and disabled adaptations to buildings to which the public have access are exempt from Building Regulation charges. The cost of the building control service being met from Council funds.
- 3.4 Nationally continuing competition from private 'Approved Inspectors' has resulted in approx. 20 – 35% of work being undertaken by the private sector. In order for Local Authorities to remain competitive building regulation charges must be set at a reasonable level, be fair and equitable relative to the degree of involvement by Building Control.
- 3.5 The appendix sets out the new Ribble Valley Scheme of Building Regulation Charges. Overall the proposed changes would result in an overall 3 - 4% increase in charges. The full scheme will be made available on the internet, a simplified version being available for day to day use.

4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:
 - Resources – The report has the financial implications as set out above.
 - Technical, Environmental and Legal – Ensure appropriate levels of fees & charges are applied in relation to services delivered.
 - Political – To enable the delivery of effective and efficient services.
 - Reputation – Substantial increase to charges can generate adverse publicity.
 - Equality & Diversity – No implications identified

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Approve the recommended increased fees and charges in relation to Building Control Services as set out in the appendix to this report.

HEATHER COAR
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Geoff Lawson, extension 4508

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

FOR

Ribble Valley Borough Council

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

Effective from: 1st September 2016

SCHEME FOR THE RECOVERY OF BUILDING REGULATION CHARGES

1. 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 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 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 2010 (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 21 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.

'outside the duration of inspection' is an inspection that is requested following a period of dormancy in the building work which is in excess of 6 months.

'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'

2. 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 Local Authority.
- **An inspection charge**, payable on demand any time after the authority carry out the first inspection in respect of which the charge is payable. *(Normally the invoice is sent shortly after the first inspect but may be deferred until the work is nearing completion if agreeable to the Local Authority)*
- **A building notice charge**, payable in full when the building notice is given to the authority.
- **A reversion charge**, payable for building work in relation to a building:
 - a) Which has been substantially completed before plans are first deposited with the Authority in accordance with Regulation 20(2)(a)(i) of the Approved Inspectors Regulations, or
 - b) In respect of which plans for further building work have been deposited with the Authority 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.
- **A regularisation charge**, payable at the time of the application to the authority in accordance with Regulation 21 of the Building Regulations.
- **Chargeable advice**, Local Authorities can 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 authority 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.

- 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.
- 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:
 - i. The existing use of a building, or the proposed use of the building after completion of the building work;
 - ii. The different kinds of building work described in regulation 3(1)(a) to (i) of the Building Regulations;
 - iii. The floor area of the building or extension;
 - iv. The nature of the design of the building work and whether innovative or high risk construction techniques are to be used;
 - v. The estimated duration of the building work and the anticipated number of inspections to be carried out;
 - vi. The estimated cost of the building work;
 - vii. 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);
 - viii. 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);
 - ix. 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;
 - x. 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;
 - xi. Whether chargeable advice has been given which is likely to result in less time being taken by a local authority to perform that function;
 - xii. 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.

3. 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 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 shall be aggregated to determine the relevant charge payable, providing that the building work for all aggregated extensions is carried out at the same time.

4. Exemption from charges

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.

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

5. 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).

6. Establishing the Charge

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.

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 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.

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.

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.

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:

- i. Where the estimated cost of building work exceeds £200,000
- ii. The replacement of more than 20 windows/glazed doors within a single building.
- iii. The work consists of the erection of a dwelling with a floor area in excess of 700m²
- iv. Fit outs to shops where the estimated cost of building work exceeds £50,000
- v. The work consists of a domestic extension having a floor area over 80m² or non-domestic extension or new build having a floor area over 80m²

- vi. For the consideration of any application for work reverting to the Council under the Building (Approved Inspectors etc) Regulations.
- vii. For the consideration of a regularisation application.
- viii. For the undertaking of inspections where that inspection is “outside the duration of inspection” time as defined in this scheme of charges.
- ix. Where the application is in respect of two or buildings all of which are substantially the same as each other.
- x. Where 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 authority.
- xi. Where the application is for the erection of more than 5 dwelling units.

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.

7. Other matters relating to calculation of charges

- In calculating these charges, refunds or supplementary charges, an officer hourly rate of £72.11 has been used.
- With the exception of Regularisation applications any charge payable to the authority shall be paid with an amount equal to any value added tax payable in respect of that charge. Vat is chargeable at the rate applicable when the charge is due. (*Vat within the tables has been calculated at the current rate of 20%*).
- Charges are not payable for the first hour when calculating an advice charge
- Charges are quoted in £.
- The authority accepts payment by instalment in respect of all building work where the total charge exceeds £2,000. The authority on request will specify the amounts payable and dates on which instalments are to be paid.

8. Reductions

Any reduced charges are shown in the tables of standard charges and reduced charges may 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, (*i.e. competent person/self-certification schemes or other defined non-notifiable work*).

Any reduced charges that may be made in relation to individually assessed charges when a notification is made in accordance with regulation 20A(4) of the Principal Regulations, (*i.e. 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 also be considered in calculating individually determined charges.

The authority shall make a reduction in a standard or individually determined charge when chargeable advice has been given 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.

9. 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

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 authority will also pursue any non-payment of a charge.

10. 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 council's web site: www.ribblevalley.gov.uk

11. Transitional Provisions

The Council's scheme for the recovery of charges dated 1st February 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, between 1st February 2012 and 30th March 2015 (inclusive).

12. Standard Charges

Standard charges includes works of drainage in connection with the erection or extension of a building or buildings, even where those works are commenced in advance of the plans for the building(s) being deposited.

These standard charges have been set by the authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques (details available from the authority) and/or the duration of the building work from commencement to completion does not exceed 24 months.

The charges have also been set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the design and building work referred to in the standard charges tables that they are undertaking. If not, the work may incur supplementary charges.

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 then a reduction to the standard charge will be made.

Plan and Inspection Charges

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

Building Notice Charge

The time and technical input to carry out the building regulation function is normally higher when full detailed plans are not submitted. The additional costs of using the Building Notice procedure results in the higher charge as detailed in the following tables.

Reversion Charge

These charges will be individually determined

Regularisation Charge

These charges will be individually determined

It should be noted that the level of charges mentioned in this paragraph only applies to current applications, for an application to be current the work must commence within a period of time not exceeding three years from the date the application was deposited.



RIBBLE VALLEY BOROUGH COUNCIL
BUILDING REGULATION CHARGES
The Building (Local Authority Charges) Regulations 2010
Charges with effect from 1st September 2016
(VAT rate of 20.00%)



Explanatory Notes

1. Before you build, extend or convert, you or your agent must advise your local authority either by submitting Full Plans or a Building Notice. The charges payable depends on the type of work, the number of dwellings in a building and the total floor area. The following tables may be used in conjunction with the current scheme to calculate the charges. If you have difficulties calculating the charges ring Building Control on 01200 414508.

2. Charges are payable as follows:

2.1 Should you submit Full Plans you will pay a plan charge at the time of submission to cover their passing or rejection.

2.2 With Full Plans submissions, for most types of work, an inspection charge covering all necessary site visits will normally be payable following the first inspection. You will be invoiced for this charge.

2.3 Should you submit a Building Notice, the appropriate Building Notice charge is payable at the time of submission and covers all necessary checks and site visits.

2.4 Should you apply for a regularisation certificate, regarding unauthorised building work, commenced on or after 11 November 1985, you will pay a regularisation charge to cover the cost of assessing your application and all inspections. The Local Authority will individually assess the charge.

3. **Table A:** Charges for small domestic buildings e.g., certain new dwelling houses and flats. Applicable where the total internal floor area of each dwelling, excluding any garage or carport does not exceed 700m² and the building has no more than three storeys, each basement level being counted as one storey. In any other case, Table E applies.

4. **Table B:** Where work comprises more than one domestic extension the total internal floor areas of all the extensions shown on the application may be added together to determine the relevant charge. If the extension(s) exceed 80m² or three storeys in height then Table E applies (subject to a minimum plan charge).

5. **Table C** Charges for certain alterations to dwellings.

6. **Table D** Charges for extension and new buildings other than dwellings.

7. **Table E** Applicable to all other building work not covered by Table A, B, C, or D. Total estimated cost means an estimate accepted by the local authority of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application excluding VAT and any professional fees paid to an architect, engineer or surveyor, etc., and also excluding land acquisition costs.

8. Floor area is measured as gross internal area on a horizontal plane measured 2 metres above floor level.

9. **Exemptions/reduction in charges:**

9.1 Where plans have been either approved or rejected no further charge is payable on resubmission for substantially the same work.

9.2 Works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access are exempt from charges. In these regulations '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 applied, as that section was extended by virtue of section 8(2) of the Mental Health Act 1959, but not taking into account amendments made to section 29(1) by paragraph 11 of schedule 13 to the Children Act 1989.

10. With the exception of the regularisation charge, all local authority Building Regulation charges are subject to VAT at the rate applicable at the time the application is deposited and for the inspection charge when the invoice is sent.

11. **For work exceeding an estimated cost £200,000 or for complex work the Building Regulation charge will be individually assessed. Please tel. 01200 414508 or email building.control@ribblevalley.gov.uk**

12. **A full copy of the Ribble Valley Borough Council Scheme of Charges is available on request or may be viewed on www.ribblevalley.gov.uk**

TABLE A
STANDARD CHARGES FOR NEW HOUSING
(up to 300m² floor area including flats and maisonettes but not conversions)

No of Dwellings	Plan Charge	Vat	Total	Inspect Charge	Vat	Total	Building Notice Charge	Vat	Total
1	220.00	44.00	264.00	500.00	100.00	600.00	800.00	160.00	960.00
2	330.00	66.00	396.00	800.00	160.00	960.00	1290.00	258.00	1548.00
3	390.00	78.00	468.00	900.00	180.00	1080.00	1548.00	309.60	1857.60
4	450.00	90.00	540.00	1000.00	200.00	1200.00	1740.00	348.00	2088.00
5	520.00	104.00	624.00	1133.33	266.67	1360.00	1984.00	396.80	2380.80

Notes

- For 5 or more dwellings or flats over three storeys, the charge will be individually determined. (See table below for dwellings over 300m²)
- The amount of the plan charge is based on the number of dwellings contained in the application.
- The inspection charge is based on the total units in the project.
- Unless otherwise agreed, schemes exceeding twelve months in duration may be subject to an additional charge.
- For larger building projects the Council may agree to fees being paid by instalments.

STANDARD CHARGES FOR NEW HOUSING (floor area between 301m² and 700m²)

	Plan Charge	Vat	Total	Inspect Charge	Vat	Total	Building Notice Charge	Vat	Total
Single Dwelling with floor area between 301m ² and 500m ²	220.00	44.00	264.00	700.00	140.00	840.00	1060.00	212.00	1272.00
Single Dwelling with floor area between 501m ² and 700m ²	220.00	44.00	264.00	900.00	180.00	1080.00	1344.00	268.80	1612.80

If the floor area of the dwelling exceeds 700m² the charge is individually determined.

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

TABLE B

STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS TO DWELLINGS

CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND DOMESTIC ALTERATIONS									
Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Charge	VAT	Total
CATEGORY 1. <u>Extensions to dwellings</u>									
Extension(s):- Internal floor area not exceeding 6m ²	330.00	66.00	396.00	Inc	Inc	Inc	395.83	79.17	475.00
Internal floor area over 6m ² but not exceeding 40m ²	208.33	41.67	250.00	283.33	56.67	340.00	550.00	110.00	660.00
Internal floor area over 40m ² but not exceeding 60m ²	208.33	41.67	250.00	408.33	81.67	490.00	691.67	138.33	830.00
Internal floor are over 60m ² but not exceeding 80m ²	208.33	41.67	250.00	500.00	100.00	600.00	800.00	160.00	960.00
CATEGORY 2. <u>Garages and Carports</u>									
<u>Erection or extension of a detached or attached building or an extension to a dwelling:</u>									
which consists of a garage, carport, or both, having a floor area not exceeding 40m ² in total and is intended to be used in common with an existing building or the conversion of an attached garage into a habitable room.	258.33	51.67	310.00	Inc.	Inc.	Inc.	310.00	62.00	372.00
Where the garage exceeds a floor area of 40m ² but does not exceed 60m ²	375.00	75.00	450.00	Inc.	Inc.	Inc.	450.00	90.00	540.00
CATEGORY 3. <u>Loft Conversions and Dormers</u>									
<i>Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m² are to be based on the cost of work.</i>									
Without a dormer but not exceeding 40m ² in floor area*	345.83	69.17	415.00	Inc.	Inc.	Inc.	415.00	83.00	498.00
With a dormer but not exceeding 40m ² in floor area*	208.33	41.67	250.00	270.00	54.00	324.00	574.00	114.80	688.80

WHERE THE EXTENSION TO THE DWELLING EXCEEDS 80M² IN FLOOR AREA, THE CHARGE IS BASED ON THE ESTIMATED COST IN TABLE E, SUBJECT TO THE SUM OF THE PLAN CHARGE AND INSPECTION CHARGE BEING NOT LESS THAN £851.67 (nett of Vat). THE TOTAL ESTIMATED COST OF THE WORK MUST THEREFORE BE AT LEAST £50,001.

Note: All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

TABLE C**STANDARD CHARGES FOR ALTERATIONS TO DWELLINGS**

Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Fee	VAT	Total
1. Installation of replacement windows and doors * in a dwelling where the number of windows / doors does not exceed 20.	66.67	13.33	80.00	Inc.	Inc.	Inc.	66.67	13.33	80.00
2. Underpinning with a cost not exceeding £30,000.	270.83	54.17	325.00	Inc.	Inc.	Inc.	270.83	54.17	325.00
3. Controlled Electrical work* to a single dwelling (<i>not carried out in conjunction with work being undertaken that falls within Table B</i>)	179.17	35.83	215.00	Inc.	Inc.	Inc.	179.17	35.83	215.00
4. Renovation of a thermal element (<i>excluding cavity wall insulation</i>) i.e. work involving recovering of a roof or renovation of an external wall to which Regulation L1b applies	104.17	20.83	125.00	Inc.	Inc.	Inc.	104.17	20.83	125.00
5. Formation of a single en suite bathroom/shower room or cloakroom within an existing dwelling (<i>excluding electrical work</i>)	216.67	43.33	260.00	Inc.	Inc.	Inc.	216.67	43.33	260.00
6. Removal or partial removal of chimney breast	216.67	43.33	260.00	Inc.	Inc.	Inc.	216.67	43.33	260.00
7. Removal of wall and insertion of one or two steel beams maximum span 4 metres	216.67	43.33	260.00	Inc.	Inc.	Inc.	216.67	43.33	260.00
8. Converting two existing dwellings into a single dwelling	245.83	49.17	295.00	Inc.	Inc.	Inc.	295.00	59.00	354.00
9. Heating Appliance Installation* Installation of a multi fuel heating appliance including associated flue liner/chimney and hearth to which Building Regulation Part J applies, and to a single dwelling by a person not registered under a Government scheme.	216.67	43.33	260.00	Inc.	Inc.	Inc.	216.67	43.33	260.00

* Not carried out under a Competent Person Scheme

Where it is intended to carry out additional work internally within a dwelling at the same time as undertaking alterations as defined in Table C then the charge for all of the internal work (including work as defined in table C) may be assessed using the total estimated cost of work as set out in table E). All other work within dwellings will be charged as set out in table E.

**TABLE D
EXTENSIONS AND NEW BUILD – OTHER THAN TO DWELLINGS**

(i.e. shops, offices, industrial, hotels, storage, assembly etc.)

Note – must be submitted as a full plans application (other than application for replacement windows)

Category of Work	Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total
1	Internal floor area not exceeding 6m²	395.83	79.17	475.00	Inc	Inc	Inc
2	Internal floor area over 6m² but not exceeding 40m²	208.33	41.67	250.00	283.33	56.67	340.00
3	Internal floor are over 40m² but not exceeding 80m²	208.33	41.67	250.00	450.00	90.00	540.00
4	Shop fit out not exceeding a value of £50,000	333.33	66.67	400.00	Inc	Inc	Inc
5	Replacement windows						
	a – not exceeding 10 windows	125.00	25.00	150.00	Inc	Inc	Inc
	b – between 11 – 20 windows	216.67	43.33	260.00	Inc	Inc	Inc

**TABLE E
STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D
(excludes individually determined charges)**

Estimated Cost										
From	To	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Fee	VAT	Total
0	1,000	125.00	25.00	150.00	Inc	Inc	Inc	150.00	30.00	180.00
1,001	2,000	216.67	43.33	260.00	Inc	Inc	Inc	260.00	52.00	312.00
2,001	5,000	245.83	49.17	295.00	Inc	Inc	Inc	295.00	59.00	354.00
5,001	7,000	270.83	54.17	325.00	Inc	Inc	Inc	325.00	65.00	390.00
7,001	10,000	316.67	63.33	380.00	Inc	Inc	Inc	380.00	76.00	456.00
10,001	20,000	375.00	75.00	450.00	Inc	Inc	Inc	450.00	90.00	540.00
20,001	30,000	491.67	98.33	590.00	Inc	Inc	Inc	590.00	118.00	708.00
30,001	40,000	275.00	55.00	330.00	333.33	66.67	400.00	683.33	136.67	820.00
40,001	50,000	316.67	63.33	380.00	400.00	80.00	480.00	800.00	160.00	960.00
50,001	75,000	360.00	72.00	432.00	491.67	98.33	590.00	916.67	183.33	1100.00
75,001	100,000	400.00	80.00	480.00	616.67	123.33	740.00	1125.00	225.00	1350.00
100,001	150,000	460.00	92.00	552.00	700.00	140.00	840.00	1250.00	250.00	1500.00
150,001	200,000	500.00	100.00	600.00	800.00	160.00	960.00	1500.00	300.00	1800.00

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within table B then the charge for this additional work (as indicated in Table E) shall be discounted by 50% subject to a maximum estimated cost of less than £20,000

Note: In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

Where the estimated cost of work exceeds £200,000 Ribble Valley Borough Council will individually assess the charge.

BUILDING CONTROL SERVICES, CHURCH WALK, CLITHEROE. BB7 2RA

www.ribblevalley.gov.uk tel 01200 414508 email. building.control@ribblevalley.gov.uk

08/16