

## Guidance on building regulation charges

1 November 2021

This document provides information on how building control charges are calculated.

The charges for building regulation work are intended to cover the cost of the service.

All charges will be individually determined. A written quote will need to be obtained from us. In order to provide an accurate quote we will need a reasonable amount of information from you. If you need a quote, please contact the building control team on 01284 757393 to discuss your project or email [building.control@westsuffolk.gov.uk](mailto:building.control@westsuffolk.gov.uk)

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 or advice, taking the following factors into account, as applicable, in estimating the time required by officers to carry out the function or 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 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.
7. 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.
8. The estimated cost of the building work.
9. 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).
10. 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).
11. 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.
12. 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 council.
13. Whether chargeable advice has been given which is likely to result in less time being taken by the council to perform that function.

14. 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 such as structural engineers secondary check etc.

### **Reductions to charges**

The charges are calculated on the basis that electrical work in any dwelling is carried out by an electrician registered with an accredited competent persons scheme; commonly known as a Part P electrician. If this is not to be the case then a further charge is payable for Building Control to inspect the works, please contact the Building Control team to discuss the appropriate charge. In that case, the electrical wiring must be inspected by Building Control before it is covered over.

Where there is multiple works being considered under the same application and all of the works are to be constructed at the same time, charges will be based upon the aggregate floor areas of any extensions plus charges that might apply to any other alteration work. A discount will then be applied to the total charge, please phone for a quote. However, if all the work is not subsequently carried out at the same time then supplementary charges will become payable.

It is therefore very important that if you are acting as an agent for your client, that you agree all of the above relevant information with them. As can be seen, decisions made at application stage can affect the level of charges to be paid. As some if not all of these are usually paid by the client, please make sure that they are kept fully informed of how much they are paying, what it is for and any reductions they are receiving together with any conditions applicable.

### **Work exempt from charges**

Certain work, subject to Regulation 4 of The (Local Authority Charges) Regulations 2010, that is intended solely for the benefit of disabled persons is not subject to charges. Full details are shown in the full charges scheme.

### **Pre-application advice**

We are always happy to engage in discussion about any proposed project. Advice up to 1 hour in duration prior to an application being made is free of charge. Where extensive advice on a more complex project would be beneficial we would need to agree the basis upon how this would be undertaken beforehand.

### **Additional notes**

Where building work is carried out under a Building Notice, the time to carry out the building regulation function is greater; this results in a higher charge as detailed in the tables. The same is true in dealing with an application for a Regularisation Certificate.

If a full plans application is deposited with little or no specification details or lacks 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 in these circumstances is also greater and the resultant additional costs are higher then additional charges will become payable. The charges are made based on The Building (Local Authority Charges) Regulation 2010. (SI 2010/404)